

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

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

### Part – A

#### I. Details of the Institution

1.1 Name of the Institution

DCTs S.S.DEMPO COLLEGE OF COMMERCE &

1.2 Address Line 1

SERRA BUILDING, NEAR ALL INDIA RADIO

Address Line 2

ALTINHO

City/Town

PANAJI

State

GOA

Pin Code

403001

Institution e-mail address

office@dempocollege.edu.in

Contact Nos.

0832-2421734

Name of the Head of the Institution:

Dr.Radhika S. Nayak

Tel. No. with STD Code:

0832 – 2226806 / 2226803

Mobile:

09422439876

Name of the IQAC Co-ordinator: DR. DEEPALI CHURI

Mobile: 9420595049

IQAC e-mail address: principal@dempocollege.edu.in

1.3 NAAC Track ID(For ex. MHCOGN 18879) 12741

1.4 NAAC Executive Committee No. &Date: EC/56/RAR/06  
(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no.is available in the right corner-bottom  
of your institution's Accreditation Certificate)

1.5 Website address: www.dempocollege.edu.in

Web-link of the AQAR: <http://dempocollege.edu.in/statutory/#iqac/AQAR2014-15.pdf>

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

#### 1.6 Accreditation Details

Sl.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	NA	MARCH 2003	MARCH 2008
2	2 <sup>nd</sup> Cycle	B	2.77	SEPT.2011	SEPT. 2016
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY 20.06.2003

#### 1.8 AQAR for the year(for example 2010-11): 2014-15

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2011-12 Submitted on 14/12/2016
- ii. AQAR 2012-13 Submitted on 07/01/2014
- iii. AQAR 2013-14\_Submitted on 14/12/2016

1.10 Institutional Status

University  State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI(PhysEdu)

TEI (Edu)  Engineering  Health Science  Management

Others(Specify)

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

Goa University

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

Autonomy by State/Central Govt. / University	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>		<input type="text"/>
UGC-Special Assistance Programme DST-FIST	<input type="text"/>		<input type="text"/>
UGC-Innovative PG programmes	<input type="text" value="1 MA – Tourism &amp; Heritage Management"/>	Any other ( <i>Specify</i> )	<input type="text" value="PGDBA-EM"/>
UGC-COP Programmes	<input type="text"/>		

## **2.IQAC Composition and Activities**

2.1No. of Teachers	<input type="text" value="07"/>
2.2No. of Administrative/Technical staff	<input type="text" value="NIL"/>
2.3No. of students	<input type="text" value="NIL"/>
2.4No. of Management representatives	<input type="text" value="01"/>
2.5No. of Alumni	<input type="text" value="2"/>
2. 6No. of any other stakeholder and community representatives	<input type="text" value="NIL"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>
2.8 No. of other External Experts	<input type="text" value="1"/>
2.9 Total No. of members	<input type="text" value="12"/>
2.10No. of IQAC meetings held :	<input type="text" value="2"/>
2.11 No. of meetings with various stakeholders	Faculty <input type="text"/> Students <input type="text"/>

Non-Teaching Staff      Alumni      Others  
                                           

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

If yes, mention the amount                     

2.13 Seminars and Conferences (only quality related)

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

Total Nos.        International     National     State     Institution Level

(ii) Themes                     

2.14 Significant Activities and contributions made by IQAC

- Evaluation of college activities in accordance with requirements of NAAC
- Inclusion of practical aspects in teaching-learning process for papers in accountancy, taxation, etc. through on-the-job training and similar assignments.
- Research presentations by faculty members

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
Installation of MIS system in library	Work on Library MIS system in progress
Submission of applications for minor research project by teachers	5 Teachers submitted applications for minor research projects
Applying for research guideship by eligible teachers	Dr. Deepali Churi recognised as research guide in Economics by Goa University

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body

Provide the details of the action taken

- AQAR was used for planning activities for academic year 2014-15

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	2		1	
UG	2		1	
PG Diploma	1		1	
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	<b>5</b>		<b>3</b>	
Interdisciplinary	4		3	
Innovative	1			

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options: CBCS- 4

Elective option – 1 (B.com)

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	4
Trimester	1
Annual	NIL

##### 1.3 Feedback from stakeholders\*Alumni



Parents



Employers Students



(On all aspects)

Mode of feedback: Online



Manual Co-operating schools (for PEI)



\*Please provide an analysis of the feedback in the Annexure: Feedback obtained online and details are maintained in files available with Principal

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

Revised syllabus drafted and approved by Goa University implemented in 2013-14 for F.Y.B.Com and for S. Y. B.Com. in 2014-15.

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

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## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
34	25	08	-	1 Physical director 1 librarian

2.2 No. of permanent faculty with Ph.D.

05

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V							R	V
6	-							6	

2.4 No. of Guest and Visiting faculty and Temporary faculty

28

33

11

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	7	21
Presented papers	11	5	-
Resource Persons	-	-	4

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

Case studies, field trips, national level industry visits, Internships, Flipped classroom method, spaced learning method, video logs, Blogs, Collaborative and reflective learning, problem and Enquiry based learning.

2.7 Total No. of actual teaching days during this academic year

B.com-180, BBA-212, PGDBA-180,  
M.Com-184 & MA (THM)-180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

-OBE's at the end of every term  
-Use of virtual trading software to develop understanding of stock market  
-Presentation on industry based topics



2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

2
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2.10 Average percentage of attendance of students

B.com -85%
BBA-80%
PGDBA-EM- 80%
M.COM-90%, M.A -90%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Com	280	11.78	36.78	29.29	10.36	88.21
M.Com	41	15	44	15	10	83
B.B.A	46	-	56.5	26	2.17	84.7
PGDBA	13		69.23	15.38		84.61

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

- Necessary suggestions are provided on teaching-learning processes at the IQAC meeting particularly on practical aspects in teaching-learning.
- Necessary suggestions are provided by the IQAC on quality enhancements in teaching-learning process
- Specific issues in teaching-learning are discussed and by the IQAC and necessary suggestions and plan of action is recommended.
- Identification of new programmes and support for the existing and new programmes are regularly discussed and necessary suggestions implemented.
- A regular Action Taken report is submitted to the IQAC for the purpose of monitoring, follow-up and evaluation.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	3
UGC – Faculty Improvement Programme	1
HRD programmes	1
Orientation programmes	2
Faculty exchange programme	-
Staff training conducted by the university	1

Staff training conducted by other institutions	6
Summer / Winter schools, Workshops, etc.	-
Others	-

#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	09	0	02	02
Technical Staff				

### Criterion – III

### 3. Research, Consultancy and Extension

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

- |  |
|--|
| <ul style="list-style-type: none"> <li>- Provision of necessary technological infrastructure for supporting research by faculty members</li> <li>- Subscription of Indiastat database</li> <li>- Constitution of Faculty Development Research Committee for the purpose of discussion of research by faculty members and providing assistance in their research activities</li> <li>- Promoting research publications and encouraging faculty members to publish in in-house research journal <i>Anushandhan</i>.</li> </ul> |
|--|

#### 3.2 Details regarding major projects :

	Completed	Ongoing	Sanctioned	Submitted
Number	1	-	-	1
Outlay in Rs. Lakhs			7,81,800	

#### 3.3 Details regarding minor projects

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals	2	1	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	3	3	-

3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other (Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE DBT  Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution	Level	International	National	State	University	College
	Number	1		2		
	Sponsoring agencies	DCT		DCT		

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
NIL						

3.18 No. of faculty from the Institution who are Ph.D. Guides and students registered under them

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level	<input type="text"/>	State level	<input type="text" value="474"/>
National level	<input type="text"/>	International level	<input type="text" value="--"/>

3.22 No. of students participated in NCC events:

University level	<input type="text"/>	State level	<input type="text" value="30"/>
National level	<input type="text" value="8"/>	International level	<input type="text"/>

3.23 No. of Awards won in NSS: Nil

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC: Nil

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	NCC	<input type="text" value="4"/>
College forum	<input type="text"/>	Any other	<input type="text"/>
NSS	<input type="text" value="16"/>		

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

- Blood donation camp
- outreach programmes for under privileged programmes
- Service beyond self programs
- Visit to old age orphanages
- Socio economic surveys
- Anti-plastic drive

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1.5	726 Sqmts	Mgmt. DCT Bldg rent	Govt Grants
Class rooms	23	E Mgt 2	Mgt DCT	25
Laboratories	3	-	Mgt DCT	3
Seminar Halls	2	-	Mgt DCT	2 BBA-1 B.Com-1
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)	76.62 lakhs	11.55 Lakhs	UGC fund Govt. Grants college exam fees	88.17 Lakhs
Others			Self finance courses	

#### 4.2 Computerization of administration and library

- |   |
|---|
| <ul style="list-style-type: none"> <li>- OPAC- online public access catalogue</li> <li>- Computerisation of books circulation for students</li> </ul> |
|---|

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	16098	3066184	60	13710	16158	3079894
Reference Books	20576	1583398	801	426332	21377	2009730
e-Books	-	-	-	-		
Journals *	65	176350	4	4625	69	180975
e-Journals*	N list	5000			1	5000
Digital Database*	01	47191			1	47191
CD & Video	60	24577	1	439	61	25016
Others (specify)*	-	-	-	-	-	-
Newspaper*	17	31733	-	-	17	31733

\*Renewal of Subscriptions

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments B.Com	Others
Existing	78	3	1:4	-	-	04		4
Added	01					02		
Total	79	3	-	-	-	6		4

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Wifi – Network mode available to teachers. Laptops given to teachers
- Wifi- access mode available to students with due registration procedure
- Teachers evaluation by students is made online. Reports given to principal and faculty
- Photoshop & coral draw – computer application
- Software offered as subject to BBA trainees Provided

4.6 Amount spent on maintenance in lakhs :

i) ICT	11.10
ii) Campus Infrastructure and facilities	-
iii) Equipments	13 lakhs
iv) Others	-
<b>Total :</b>	<b>24.1 lakh</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Ensuring that information of different support services is available to the students through prospectus and college website, Prospectus and college office
- Constitution of Admission committee to conduct orientation sessions for students of 1<sup>st</sup> year B.Com.
- Promoting and monitoring Career guidance activities through placement cells

#### 5.2 Efforts made by the institution for tracking the progression

- Maintenance of records of students applying for migrations and transfer certificate
- Maintenance of records of students of the college enrolling for post-graduate programmes in college

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
980	142	-	-

#### (b) No. of students outside the state

04

MA-THM	M.Com	PGDBA
01	Nil	03

#### (c) No. of international students

Nil

MA-THM	PGDBA	M.Com.
-	-	-

Men	No	%	Women	No	%
	487	43.40		635	56.60

No	%
635	56.60

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1015	11	65	60	03	1154	996	11	51	62	02	1122

Demand ratio 1.15:1 Dropout %- Insignificant



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

Regular Programs conducted by inviting coaching institutions for providing information on competitive exams

No. of students beneficiaries

200

5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT   
IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counselling and career guidance

- Career guiding sessions were held during the year. Experts from various fields guided the students on various career options.
- Students counselling sessions were held wherein external counsellor visited the college thrice a week.
- Annual education-cum-career fair *EDUNEXT* held during the year providing an opportunity to students to interact with career experts and industry professionals and avail benefit of career aptitude tests by expert counsellors.

No. of students benefitted

300

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
2	250	46	9

5.8 Details of gender sensitization programmes

NIL

## 5.9 Students Activities

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

State/ University level  National level  International level

### No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	8	24,000
Financial support from government	25	2,11,770
Financial support from other sources		
Number of students who received International/ National recognitions		

## 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_\_\_\_ - \_\_\_\_\_

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

Vision:Commerce in the service of society.

Mission:To nurture healthy,reliable and creative citizens whose social awareness will vitalize the community,both locally and globally.

#### 6.2Does the Institution have a management Information System

Campus is wi-fi enabled. The work of ‘Total Network Solution System’ awarded to Genora-Infotech Pvt. Limited, Verna is in progress . First phase of implementation i.e. Library System’ is installed and functional. The second phase of implementation i.e. online admissions is expected to be functional by April 2016.

#### 6.3Quality improvement strategies adopted by the institution for each of the following:

##### 6.3.1 Curriculum Development

The Institution places its viewpoint and inputs on curriculum for the various courses through its faculty who are members of BOS. Also, workshops on syllabus discussion are organized / attended.

##### 6.3.2 Teaching and Learning

Continued use of ICT, teaching-learning methods, expert speakers are invited, group discussions, presentations, debates, etc. are conducted.

##### 6.3.3 Examination and Evaluation

Orientation was conducted for students regarding Semester End Examinations and Intra-Semester Assessment. The institution strictly adheres to the University Ordinance for examination and evaluation matters.10% of the examined papers are verified by a faculty member other than the examiner.

##### 6.3.4 Research and Development

Peer reviewed in-house research journal ‘Anushandhan’ with ISSN number

##### 6.3.5 Library, ICT and physical infrastructure / instrumentation

New campus expected to be ready by November 2016. In the current campus, maintenance of records of books and issue of books has been computerised. All classrooms are equipped with LCD facility. Department of Commerce has initiated the online reporting of activities of the department and the faculty members through Google Form platform

### 6.3.6 Human Resource Management

Please refer to point 6.4 for details of welfare schemes available to teaching and non-teaching faculty and students. Besides this, LTC, tuition fees and medical reimbursement are made available to faculty as per UGC regulations

### 6.3.7 Faculty and Staff recruitment

All positions were filled as per the eligibility criteria of the UGC, Goa University and in compliance of the regulations of the Govt. of Goa

### 6.3.8 Industry Interaction / Collaboration

- MOU's with GCCI and National Institute of Event Management (Conferences, Talks etc).
- Dempo College Event Management Association- a registered association for Professionalising practices of Event Management in Goa.
- Need-based linkages are established with government organisation in tourism and Event Management industry ( ESG, Directorate of Tourism etc.).
- Linkages with industry for internship of M.Com, BBA, Event Management, MA.

### 6.3.9 Admission of Students

Admission Process is transparent, merit based and in compliance to the rules and regulations of Govt. of Goa. Admission committee offers counseling to students regarding choice of subjects. Also 10 seats are reserved for CBSE, ICSE students. Certain consideration is also given to achievements in sports and

### 6.4 Welfare schemes

Teaching	Instant loans upto Rs. 3 lakhs provided through staff cooperative credit society
Non teaching	Loan upto Rs.1 lakh provided through staff co-operative credit society
Students	Student Aid Fund (student is charged @ Rs. 58/-)

### 6.5 Total corpus fund generated

NA

6.6 Whether annual financial audit has been done Yes  No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Goa university	No	-
Administrative	Yes	Auditor appt. by Mgmt.	No	-

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

For UG Programmes    Yes     No

For PG Programmes    Yes     No

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

Not applicable

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

Not applicable

6.11 Activities and support from the Alumni Association

The institution has a Registered Alumni Association. The association facilitated creating database of institution alumni through social media (Facebook Page created for Alumni).

6.12 Activities and support from the Parent – Teacher Association

The Institution has a Registered PTA. The PTA is very active and holds regular executive committee meetings and AGM for discussion and incorporation of suggestions.

6.13 Development programmes for support staff

NIL

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

- Sale of e-waste to recycling agencies.
- NSS unit conducts campus cleaning programmes, anti-plastic drives, projects on making of paper and cloth bags, etc.

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- E-Cell (entrepreneurship Cell), a student oriented platform for promoting entrepreneurship on campus in association with Centre for Incubation and Business Acceleration (CIBA), Assagao.
- Eco-Kshatriya, a faculty-student association for creating awareness among members of general public on management of solid waste. The platform provides
- IATA Authorized Training Centre established in the college on World Tourism Day, September 27, 2014 to offer specialized and highly recognized courses in air travel management in association with IATA, a world renowned agency in the air travel domain.

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

Plan of Action	Action Taken
Installation of MIS system in library	Work on Library MIS system in progress
Submission of applications for minor research project by teachers	5 Teachers submitted applications for minor research projects
Applying for research guideship by eligible teachers	Dr. Deepali Churi applied for guideship in the subject of Economics and is recognised as research guide by Goa University

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

Annexure enclosed

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

#### 7.4 Contribution to environmental awareness / protection

- Eco-Kshatriya cell organizes demonstration sessions for public on management of solid waste using simple methods.
- Paper presentations on significance and promotion of eco-tourism in the state of Goa.
- Sale of e-waste generated in the institution for re-cycling purpose.
- Encouraging student activities for environmental awareness and protection including student writings on the subject, participation in environmental competitions, awareness programmes on endangered species.
- Participation in Swatch Bharat Mission activities and incorporation of the mission theme in college co-curricular activities.
- Conducting activities on protection of environment including anti-plastic drives, distribution of paper bags.

7.5 Whether environmental audit was conducted?      Yes       No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

##### 1. Strengths:

- (i) The institution has financially strong management having ownership of industrial enterprises in various sectors including mining and metals, shipbuilding, ore trading and sunrise industries including travel and hospitality, media and sports promotion ventures.
- (ii) The institution is located in the capital city of Panjim and in close proximity to satellite towns around the capital. This ideal location is well suited for developing an effective network with stakeholders.
- (iii) The institution is NAAC reaccredited.
- (iv) The campus is ICT enabled with facilities of LCD projectors in every classroom, MIS for library and administrative purposes, computerized processing of examination results and attendance and wi-fi access to staff and students. The institution also has fully functional IBM server.
- (v) The teaching staff of the institution is well qualified with many of them either possessing or pursuing doctoral qualification in respective areas of specialisation. Several members of the teaching staff also have professional qualifications in the areas of management, law and accountancy.
- (vi) Well qualified, efficient and computer savvy administrative staff.
- (vii) The institution has strong alumni comprising of entrepreneurs, professionals, academicians, and social activists.

2. Weaknesses:
  - (i) Limited physical infrastructure restricting the scope for academic expansion by introducing new courses and augmenting the existing ones.
  - (ii) Contractual appointments of teaching faculty due to state policy limits the delegation of authority for institutional initiatives and disincentivates full fledged academic participation.
  - (iii) Ad-hoc faculty development initiatives.
  - (iv) Few and contractual appointments of Class IV staff affects day- to - day routines.
3. Opportunities:
  - (i) High per capita income of people in the state is suitable for designing and offering programmes in niche areas where course costs can be relatively higher to maintain programme standards.
  - (ii) Developing a formalized faculty and student exchange programmes with institutions of higher learning within and outside India.
  - (iii) Deepening industry linkages and building formats of collaborations for the benefit of students, faculty and the industry.
4. Threats:
  - (i) Dual policy of state government in pricing of educational programmes. There exists substantial difference between fees for self-financed programmes initiated by aided colleges and those begun by government colleges.
  - (ii) Further, the state policy for education changes frequently with regard to appointment and remuneration of teaching and nonteaching staff. This affects the consistency of institutional policy and sustainability of initiatives.
  - (iii) There also exists inconsistency between UGC and state policy on higher education thereby negating the benefits accrued under central policy.
  - (iv) A high teacher-student ratio exists as of today that is unsuitable for effective teaching-learning process.
  - (v) Entry of foreign universities may pose a threat especially for PG programmes.

## **8.Plans of institution for next year**

### **Short Term Goals**

- To celebrate the Golden Jubilee Year of the institution with activities encompassing the entire spectrum of academic, sporting and co-curricular arena.

### **Medium Term Goals**

- To acquire self-owned campus
- To strengthen institutional research capabilities
- To initiate global partnership in offering new programmes

### **Long Term Goals**

- To place the institution on the national map by making it a brand for academic excellence

Following are the specific details of Action Plan for the current academic year :



**Academic and Research Activities –**

- (i) International Symposium on Skill Development in Economics, Commerce and Management
- (ii) Golden Jubilee lecture series by eminent personalities in commerce, economics, politics, education and industry
- (iii) Organize workshops in the areas of commerce and economics and research methodology
- (iv) Launching career oriented courses under UGC scheme – In Particular, Certificate Course in Accounting for Small Business and Certificate Course in Tour Management
- (v) Seeking approval for establishment of Research Centre in Commerce and Economics
- (vi) Enhancing library resources to meet the requirements of academics and research
- (vii) Releasing Golden Jubilee edition of Anushandhan and accomplishing status of National publication for the same
- (viii) Training of administrative staff in soft skills and computer proficiency based on Training and Need Analysis Report prepared during previous academic year
- (ix) Golden Jubilee National Level Management Event - Rannbhoomi
- (x) Installation of Library Management System and online admission modules
- (xi) Submitting proposals to the University for new undergraduate level programmes in Economics and Accountancy
- (xii) Strengthening institute – industry linkages through execution of existing MoUs with GCCI and institutional membership of Goa Management Association
- (xiii) Establishing linkages with institutes and academic/industry associations of repute for undertaking planned programmes in the interest of staff and students

**Sports Activities –**

- (i) Golden Jubilee Cup Inter-Collegiate Football Tournament
- (ii) Inter-Collegiate KHO-KHO Tournament
- (iii) Inter-College Body Building Competition
- (iv) Joint Sports Meet of all the institutions of Dempo Charities Trust
- (v) Maximum representation in University and other sports activities

**Co-Curricular and Other Institutional Activities –**

- (i) Documenting the academic history of the institution and its future plans through video documentary and Golden Jubilee Souvenir
- (ii) Inter-class cultural activities

- (iii) Minimum two activities under each of the clubs established by the institution
- (iv) Enhancing the Swachch Bharat activities under the national Swachch Bharat Mission
- (v) Golden Jubilee Inter-Collegiate Cultural Fest - K-OSS 2016
- (vi) Guru Shrujan - Inter-Collegiate Teachers Cultural Festival
- (vii) Alumni Meet and Golden Jubilee Cultural Gala
- (viii) Founder's Day and National level Biz Quest 2016
- (ix) Founder Chairman Centennial Celebration with release of postal stamp

*Name:Dr. Deepali Churi*

*Name:Dr. Radhika S. Nayak*

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*Signature of the Coordinator, IQAC*

*Signature of the Chairperson, IQAC*

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## Annexure I

### Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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## Annexure II

### Best Practices of the Institution

1. Title of the practice: **ICT Based Learning**
2. Goal
  - To enrich the process of teaching-learning by incorporating ICT and multimedia.
  - To train and develop skills in students to use technology in applied learning and presentations.
3. The Context

ICT has gained prominence in industry across various domains. For students of business and commerce it is extremely important to know application of ICT in business particularly in the area of numerical analysis and communication. While ICT training does not start from school level, a further training in the advanced application of software and usage of ICT equipments is imperative as students acquire knowledge in advanced topics of various subjects during the UG and PG programmes. Further, the process of teaching-learning can be made more interesting and enriched with the usage of ICT and multimedia technology. The practice of using ICT in teaching-learning process was adopted by the institution due to these importance reasons.
4. The Practice

In order to facilitate use of ICT in teaching-learning, the institution has established well equipped computer labs with latest computer systems and software applications to support practical sessions in ICT based papers. An important initiative has been the provision of laptop to individual faculty member of all the programmes. The laptop is made available to permanent as well as temporary teachers including ad-hoc appointees. All the necessary licensed software applications are installed in the laptops so as to provide wider choice of applications and their usage to teachers of various subjects. Teachers are permitted to carry the laptops home for lecture preparation and research purpose. The institution also has installed campus-wide wi-fi connectivity so as to enable wireless internet connectivity to these laptops for teaching as well as research purpose. The students of MA (Tourism and Heritage Management) and PGDBA – Event Management are provided with laptop / Netbook facility for usage within the campus. The institution also offers ICT based elective courses in business across the programmes. These include papers such as information technology, E-Commerce and E-Accounting, Computer Applications for Business, IT Applications in Event Management and the like. Specialised training is given in widely used applications such as MS-Excel and Tally Accounting software. The utility of these equipments is well supported by the installed LCD projectors in each of the classrooms and computer lab.
5. Evidence of Success
  - All the teachers have adopted multimedia based approach to teaching. Software applications including MS-Powerpoint are used extensively in the lecture delivery mechanism.
  - Several batches of students have been trained in widely used accounting software like Tally which is useful from employment point of view.
  - Students make presentations for their intra-semester assessment (ISA) using popular software applications.
  - Students across the programmes, have been comfortably using applications such as MS-Excel and MS-Word for their projects / dissertations for numerical analysis and report writing.

6. Problems Encountered and Resources Required
  - The institution has to provide for regular maintenance of required hardware and software which is an annual cost.
  - Maintaining consistency in internet speed requires subscription to high-speed packages particularly because of large number of users. Such packages generally demand commitment of high monetary resources.
7. Notes (Optional)
8. Contact Details

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## Annexure II

### Best Practices of the Institution

1. Title of the practice: **Dempoite – The Annual Institutional Publication**

2. Goal

- To promote the institutional achievements and building institutional brand.
- To encourage writing talent of students and showcase their achievements and creativity.
- To learn about the student thought process and expressions.

3. The Context

The success of an educational institution depends to a large extent on the competencies of its faculty members and students. On the strength of these capabilities lies the growth of an institution which is reflected by its achievements. It is therefore important to provide a platform to showcase these capabilities and corresponding achievements of faculty members, students and institution itself for effective institutional branding. Dempoite, the annual college magazine just serves this purpose. Indirectly, thus, this annual magazine encourages all the faculty members and students to strive for further accomplishments by contributing in academic and non-academic manner and thus extending the benefits of institutional capabilities to the stakeholders in education system and society in general.

4. The Practice

The college publishes annual magazine, Dempoite, at the end of every academic year which is then distributed to students and colleges across the state at the beginning of next academic year. The magazine presents details of institutional achievements in academic and co-curricular activities and sports and lists the accomplishments of various departments in general and individual faculty members and students in particular. Besides, a major part of the magazine is devoted to writings by teachers and students on various issues / themes of interest. The specific sections of Dempoite includes message from the management, principal's report on activities, faculty profile, departmental profile and activities, report on the activities of various college clubs and cells, achievements of students in academic and co-curricular activities with photographs, and writings section which includes short essays on topics of interest, college life and experience of students, poetry and other similar genres. The writings are encouraged and published in multiple languages including, English, Hindi, Marathi, Konkani, Portuguese. Dempoite is a source of immense motivation to staff and students who contribute significantly to the magazine every year.

5. Evidence of Success

- 49 annual issues of Dempoite magazine have been published by the college as at the end of academic year 2014-15.
- Dempoite is distributed to several colleges across the state of Goa each year and helps in dissemination of information, expressions and thoughts and institutional achievements to a large number of stakeholders in education system.
- Dempoite has built an institutional repository of a large number of write-ups from faculty members and students on varied issues and experiences. It is one of the most sought after document by students who collect their individual copy with pride.

6. Problems Encountered and Resources Required

- Writing in a widely circulated and important publication like Dempoite demands good communication skills. The writings submitted by all the authors need to undergo rigorous editing and hence requires dedicated team of editors who have to spend substantial time in editing work.

- Dempoite is circulated in large number and hence requires a monetary commitment each year.

7. Notes (Optional)

8. Contact Details

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