

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 & ECONOMICS

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.

0832-2226806 / 2226803

Name of the Head of the Institution:

Dr. Radhika S. Nayak

Tel. No. with STD Code:

0832 – 222421734

Mobile:

09422439876

Name of the IQAC Co-ordinator:

ANAND NAIK PANVELKAR

Mobile:

9422453224

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:

(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)

EC/56/RAR/06

1.5 Website address:

www.dempocollege.edu.in

Web-link of the AQAR:

<http://dempocollege.edu.in/statutory/#iqac/AQAR2013-14.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 st Cycle	B	NA	MARCH 2003	MARCH 2008
2	2 nd Cycle	B	2.77	SEPT.2011	SEPT. 2016
3	3 rd Cycle				
4	4 th Cycle				

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

20:6: 2003

1.8 AQAR for the year (for example 2010-11): 2015-16

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
- iv. AQAR 2014-15 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 YES Men Women

Urban YES 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 (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

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"/> (Specify)	<input type="text"/>
UGC-COP Programmes	<input type="text"/>	

2.IQAC Composition and Activities

2.1No. of Teachers	<input type="text" value="06"/>
2.2No. of Administrative/Technical staff	<input type="text" value="02"/>
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="01"/>
2. 6No. of any other stakeholder and community representatives	<input type="text"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="11"/>
2.10No. of IQAC meetings held :	<input type="text" value="2"/>

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

Non-Teaching Staff Alumni Others

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

If yes, mention the amount

3 lakhs

2.13 Seminars and Conferences (only quality related)

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

Total Nos. NIL International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Review and approval of Career Advancement Applications of faculty members
- Arrangement of internships for students of Certificate Course in Accounting for Small Business
- Special sessions by an expert on NAAC re-accreditation process and planning
- Co-ordination in the activities of Golden Jubilee Year.

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 *

Planned Activity	Action Taken
1. Academics	
a. Organization of Symposium	International Symposium was organised on 28 th and 29 th March 2016 at Club Gasper Dias Hall Around 150 participants were present.
b. Integrated Course in Economics	Syllabus ready for Presentation to the university

c. Integrated Course in Chartered Accountancy	Course planning in process
d. Short Term Course on Research Methods	Short Term Course on Research Methods was organised on 20 th April to 25 th April 2016 at Central Library . A total of 40 participants attended the course.
2. Sports	
a. Golden Jubilee Football Tournament	Golden Jubilee Football Tournament was organised from 30 th July to 1 st August 2015 at Duler Stadium . 12 colleges each in Mens and Womens category participated.
b. DCT's Sports Festival	A Joint Sports Meet was organised for staff and students for the Four Institutions of Dempo Charities Trust on 23 rd January 2016 at St.Cruz Ground. Students and Teachers participated in huge numbers
3. Co-curricular Activities	
a. Guru Srujan	A cultural event for college teachers was hosted by the college on 1 st December 2015 . 13 colleges took part in Various events.
b. Biz Quest	Biz Quest was organised on 6 th Jan 2016 . 48 teams participated in the event
c. Alumni Cultural Gala	Alumni Cultural Gala was organised on 19 th December 2015 at Kala Academy. Huge number of alumni students attended the function.

** 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 2015-16

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				1
Others				
Total				
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.

No

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
36	27	08	-	1 Phd 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				R
8				8

2.4 No. of Guest and Visiting faculty and Temporary faculty

28

41

08

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	4	6	9
Presented papers	10	0	0
Resource Persons	0	0	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-184, MA- 180, PGDBA-180,
M.Com-187

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

OBT, External Evaluation, MCQ's, OBE at the end of every term, retail mela, education to teach advertising, poster competition, virtual trading (capital market), photocopy, Writing research article (Research Methodology), dissertation using Econometrics and statistics, software for result preparation, Open book evaluation, 10% verification system before submission of assessed answer books and marks statements.

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

1

2.10 Average percentage of attendance of students

B.com-75%, BBA-78%, PGDBA-80% , M.Com-87%, M.A- 75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Com	247	11.34	23.89	31.98	14.98	81.52
M.com	39	3	41	33	5	82
B.B.A	52	-	76.9	15.3	-	92.3
MA THM	10		13			100
PGDBA	13		13			100

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	1
UGC – Faculty Improvement Programme	-
HRD programmes	4
Orientation programmes	3
Faculty exchange programme	-
Staff training conducted by the university	1
Staff training conducted by other institutions	2
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	08	01	-	02
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

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

- Provision of necessary technological infrastructure for supporting research by faculty members
- Subscription of Indiastat database
- Constitution of Faculty Development Research Committee for the purpose of discussion of research by faculty members and providing assistance in their research activities
- Promoting research publications and encouraging faculty members to publish in in-house research journal *Anushandhan*.

3.2 Details regarding major projects :

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	1	-	-
Outlay in Rs. Lakhs	-	-	180000	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	6	6	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	11	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	2 years	UGC	180000	
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				
Sponsoring agencies					

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

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): None

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS: Nil

University level State level

National level International level

3.24 No. of Awards won in NCC: Nil

University level State level

National level International level

3.25 No. of Extension activities organized

University forum

College forum

NCC

NSS

Any other

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

- 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 area	726 Sq mts	Mgmt. DCT Bldg rent	Govt Grants
Class rooms	25		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)				
Others				

4.2 Computerization of administration and library

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

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	16557	3243704	170	28181	16727	3271885
Reference Books	21015	1846111	403	262082	21418	2108193
e-Books	-	-	-	-	-	-
Journals*	69	100526	2	3400	71	103926
e-Journals*	1	5000	-	-	1	5000
Digital Database*	1	53865	-	-	1	53865
CD & Video	61	25016	2	150	63	25166
Others (specify)*						
Newspaper*	17	31340	-	-	17	31340

*Renewal of existing subscriptions

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments B.Com	Others
Existing	79	3	1:4			06		
Added								
Total	79	3	-	-	-	06		

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 made 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 in BBA and PGDBA – Event Management programmes

4.6 Amount spent on maintenance in lakhs :

i) ICT	4.96 lakhs
ii) Campus Infrastructure and facilities	20.97
iii) Equipments	1.97 lakhs
iv) Others	-
Total :	27.9 lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Information is available to the students through prospectus and college websites.
- Admission committee conducts orientation sessions for students of 1st year B.Com.
- Career guidance activity undertaken by placement cells.

5.2 Efforts made by the institution for tracking the progression

- The college office maintains records of students applying for migrations and transfer certificate

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
978	143	-	-

(b) No. of students outside the state

5

(c) No. of international students

8

Men

No	%
500	44.60

Women

No	%
621	55.40

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
996	11	51	62	02	1122	982	13	65	60	01	1121

Demand ratio 1.17:1 Dropout %- Insignificant

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

Regular Programs conducted by inviting resource persons from reputed coaching institutions for providing information on competitive exams

No. of students beneficiaries

120

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.

No. of students benefitted

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
4	274	41	11

5.8 Details of gender sensitization programmes

- Poster competition organized on the theme of gender equity by Centre for Equal Opportunities Cell

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	17	51000
Financial support from government	34	499540
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 has 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 SEE and ISA. 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 ‘Anushandan’ 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. Commerce Department has started online reporting

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.

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.

- **Alumni database** – The college has created useful database of its alumni since inception. The database is being used for enhancing institutional linkages with industry and for contribution to regular teaching-learning process.
- **A new college website** – The college revamped and redesigned the institutional website to provide new look, improve accessibility to information on academic and administrative system on campus, facilitate enrolments to various clubs and obtain feedback from stakeholders. The website was widely accessed by alumni and other stakeholders during the year.
- **Short-term course on research methods** – For the first time in the state of Goa, the college introduced short term course in Research Methods in association with Government of Goa Academic Staff College under the aegis of RUSA. The course provided opportunity to research scholars across the state to get trained on statistical and econometric methods used in research.
- **Yoga Club** – The college inaugurated Yoga Club in line with national mission of promoting yoga for good health. Students and teachers participated in two months yoga programme organized by the club.

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

Annexure III Enclosed

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

- Active participation in Swachh Bharat Mission activities.
- Distribution of paper bags to pharmacies and retail shops as part of anti-plastic drive.
- The NSS camp of the college was organized on the theme of “Swachh Bharat, Nital Goem”. Students organized rally to sensitize the villagers on importance of cleanliness and management of waste.
- Swachh Bharat was also the theme of inter-collegiate cultural competitions organized by the college. 10 colleges participated by submitting the video of the places cleaned by them as part of this competition.

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 is a disincentive for 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

- The IQAC adopted departmental planning from this academic year.
- The details of departmental plan are given in ***Annexure IV*** below.

Name:Anand Naik Panvelkar

Name:Dr. Radhika S. Nayak

Signature of the Coordinator, IQAC Signature of the Chairperson, IQAC

_____***_____

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

Annexure II

Best Practices of the Institution

1. Title of the practice: **Academic and Personal Concerns Counselling**

2. **Goal**

- To provide guidance to students on selection of academic electives for better career planning.
- To provide a support system mechanism within the institution to students to deal with personal issues and finding solutions for the same.

3. **The Context**

Student Counselling is a significant component of educational service. Students across the programmes, be it UG or PG require counselling support for academic and non-academic reasons. The students of commerce and business management today have number of post-qualification choices for further studies and career. These choices can be exploited with appropriate skills which can be acquired through right selection of electives. However, the number of elective options provided by the college has also increased significantly across various semesters. Under these circumstances, the students need counselling on pairing of career choice and selection of specialization electives for successful completion of chosen programme. Secondly, students in current environment are in need of personal concerns counselling on account of several social, family and even academic factors. Several subject teachers in the college reported about the issues such as academic stress, relationship problems, financial problems, family issues, depression and anxiety experienced by few students. In the light of the above the college though it imperative to establish suitable counselling mechanism to address academic as well as personal concerns of the students.

4. **The Practice**

The Counselling practice of the college has two major aspects – Academic Counselling and Personal Concerns Counselling. The academic counselling effort is implemented through admission committees. At the end of every academic year, the academic committees for the next year are constituted separately for each year of the B.Com. programme since there are large number of students for this programme. Similarly, the admission committees are constituted for other programmes as well comprising of programme coordinator and senior faculty members. During the time of admission, the admission committee members interacts with students and parents to gauge the existing competency levels of the students intending to enrol into particular programme and their career choices. Depending upon the competency of each student and their subject interest and career choice, appropriate choice of electives/specialization subjects is recommended to the students. Moreover, students are also given a facility of subject-exposure window where they can attend lectures in the elective subject of their choice for 15 days to decide their interest and calibre to cope up with the subject and if required change the option subsequently. Students are also provided with counselling on career choice post-qualification depending upon the skill inventory and individual calibre.

So far as personal concerns counselling is concerned, the college has adopted the practice of having on-board qualified and professional counsellor. The counsellor visits the campus twice a week and is available for one-to-one counselling on any issues experienced by students. The record of such sessions is kept strictly confidential and the counsellor follows-up with individual student till the resolution of identified concerns. If required, the counsellor recommends further specialised professional treatment and necessary institutional support.

5. Evidence of Success

- Every year, the admission committees deal with 100% of students enrolling for various programmes for counselling purpose. Several students, each year, have availed the services of professional counsellor for dealing with personal concerns.
- The parents and students have appreciated the services of academic and personal concerns counselling. Students have been able to resolve extreme issue with the help of counselling service.
- Teachers have experienced improved behaviour and greater degree of self-awareness amongst the students who have availed personal concerns counselling.
- Academic counselling has brought about a balance in the distribution of students across various divisions for better teaching-learning process.

6. Problems Encountered and Resources Required

- Students and parents at times insist on their personal selection of electives disregarding the calibre of students and the recommendations of admission committees. These issues to a certain extent have been managed by specifying cut-off percentage of marks for particular subjects.
- Hesitation in bringing out personal issues is found to be a barrier in providing of personal concerns counselling services to the students.
- Fear of negative peer response discourages students from approaching professional counsellors for counselling.
- Necessary financial resources are required to be committed for payment to professional counsellors.

7. Notes (Optional)

8. Contact Details

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Annexure II

Best Practices of the Institution

1. Title of the practice: EDUnext Career Fair

2. Goal

- To extend the benefits of institutional capacity of providing student support to entire student community in the state of Goa.
- To provide platform to the best educational institutions in India and abroad to exhibit their programmes and curricula for the benefit of student community in Goa.
- To provide an opportunity to students and parent community to obtain information on career planning from experts in the domains of education, career guidance and industry.

3. The Context

Career is one of the most important decisions for a student and for effective career planning, a student requires necessary guidance and counseling. There are several elements of career planning decision including domain of study to be selected, the institution, relevant programme, demand from and expectations of the industry and a student's aptitude. Besides, inputs from parents, peers and experts will be valuable for the students in deciding the right career. However, a significant gap exists between such requirements of students and parent community and the nature of career guidance programmes that exist currently in most institutions. The general career guidance talks conducted within an institution do not provide sufficient inputs to all the categories of students with varied interests and aptitude. Besides, an educational institution many a times restricts such talks and programmes to limited number of students restricting its role in fulfilling social responsibility. The practice of EDUnext Career Fair was initiated to bridge the abovestated gaps and extend the institutional capacity to larger group of students and parent community in the state of Goa.

4. The Practice

The first edition of EDUnext was launched in the year 2012. EDUnext is structured as a two-day career fair-cum-exhibition event and is organized in association with Government of Goa and media house, The Navhind Times. However, EDUnext is not merely an exhibition by institutions but involves several other significant activities fulfilling the social responsibility obligation of the institution. Following are the important components of EDUnext:

- *Exhibition by Institutions:* Academic institutions from across the country exhibit their programmes and institutional offerings through a stall setup.
- *Interactive Sessions with Educational and Government Authorities:* EDUnext provides an opportunity to students and parents to interact with authorities in the state education system including chief minister, education minister, vice-chancellor, and University registrar. It is an excellent opportunity to obtain valuable information on state's education policy and relevant initiatives by the government and University and also an opportunity for student to provide inputs to the education policymakers.
- *Career Guidance Sessions:* Interactive sessions on careers in different domains including commerce and management, arts, engineering and architecture, information technology, defense, public service, media, and niche areas such as event and heritage management are conducted during the EDUnext event. These sessions facilitate one-to-one interaction opportunity for students and parents with the invited experts.
- *Sessions on General Counseling and Life-Skills:* Renowned psychiatrist Dr. Harish Shetty from Hiranandani Hospital, Mumbai conducts sessions on parenting, general student counseling and life-skills.

- *Career Aptitude Tests:* Professional HR consultancy and training firm Alpha Mindz conducts career aptitude tests for students from school to masters level to help them decide right career choice and study domain.
- *Placements:* For the graduate students, EDUnext also invites placement agencies and companies for conducting recruitment drive and interviews and offer spot placements. All the sessions by experts, interaction opportunity, counseling and aptitude tests, placement sessions are free for the students and parents who visit EDUnext event.

5. Evidence of Success

- EDUnext has completed five consecutive and successful editions attracting a large number of students and parents.
- Academic institutions have benefitted from the exhibition in terms of enrollments to various programmes.
- Repeated enlisting of academic institutions for successive event editions.
- The students of event management department of the college get hands-on experience of managing event of a large scale.

6. Problems Encountered and Resources Required

- Event of this scale requires a budget with reasonable scale and therefore requires continuous follow-up with sponsors.
- Increasing the participation of educational institutions in such event is a challenge particularly for the state of Goa due to limited student population and restricted mobility of these students.

7. Notes (Optional)

8. Contact Details

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Annexure III

Action Plan for the Academic Year 2015-16

The action plan of the current academic year 2015-16 has been prepared within the framework of the following short term and medium term plans for the institution:

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 GCCCI 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

Annexure IV
Plan for the next year

Department of Commerce
Plans for 2016-17

S.No	Objective	Planned Activities	Timeline/Month
1)	To imbibe a research culture among the teaching faculty and also project the institution as a centre for research excellence.	Week-long (Annual) Research-based workshop in association with HRDC (an initiative)	March 2017
2)	To facilitate exchange of ideas among management & accounting researchers & teachers	Seminar/ Workshop on Management & Accounting	March/ April 2017
3)	To enable students to gain industry exposure & real-life situations in commerce & business	Invitation to external/ guest faculty during regular lectures for industry-academic linkage (for specific subjects)	September (Semester I,III,V)/ December(Semester II,IV,VI) 2016
4)	To enable learning outside the classroom	Student field-trips	September 2016 / January 2017

Department of Economics

Sr. No.	Objective	Activity	Timeline/ Month
1.	To orient the students on Dempo Wizards Club	Interactive Session with Dempo Wizards Members	July 2016
2.	To inculcate the skills of Designing advertisement	Ad Mania Competition	September 2016
3.	To enhance public speaking and articulation skills	Participation in Elocution Competition organized by Forum of Free Enterprise	September 2016
4.	To bring out the creativity in students	Documentary Making Competition	Sept. 2016
5.	To hone their leadership and entrepreneurship skills	Workshop on Leadership & Entrepreneurship	Nov. 2016
6.	To improve their knowledge through quizzing	Quiz Competition	Oct. 2016
7.	To sensitise them about current issues	Talk on Current Affairs Topic	Nov. 2016
8.	To make logical arguments	Debate Competition	Dec. 2016
9.	To improve their analytical skills and help them apply theory in practice.	Business Plan Making Competition	Jan. 2017
10.	To introduce them to the working of stock markets.	Talk on Stock Market Operations	Jan. 2017
11.	To provide opportunity to showcase their creativity,	Foodlicious (Food Festival)	Feb. 2017

	marketing, organizing skills.		
12.	To provide students an opportunity to learn concepts in real business settings, thus connecting classroom theory to practical applications	Educational Tour	Feb. 2017

Department of Law

Sr.No	Period/Month	Planned Activities
1)	Aug 2016, Jan 2017	Talks on social issues and consumer awareness
2)	Aug 2016	Poster competition
3)	Sept 2016	Visit to Consumer Court
4)	Jan 2017	Elocution Competition
5)	Feb 2017	Visit to FDA for creating awareness on adulteration in food products

Department of Mathematics

S.No	Period/Month	Planned Activities
1)	September 2016	Invitation to external/ guest faculty.
2)	December 2016	State Level Seminar

MCOM Department

No	Objective	Activity	Timeline
1.	To inspire the young minds, help them set their career goals and motivate them to work towards achieving them	Interactions with prominent Dempo Alumni	One every month
2.	To give a practical outlook to the classroom sessions and to help the students to be industry ready.	Lectures/ Seminars by Industry experts	One every two months
3.	To expose the students to the application of processes and theories that they study in the classroom	Industry Visits	September 2016
4.	To promote the program as well as to equip the students with organizational skills.	Inter-Collegiate Event	February 2016
5.	To develop the professional abilities of the faculty	Faculty Enhancement/Development Program	December 2016
6.	To provide 100% placement to students	Placement Programs:	January 2017
7.		Student Activities: -	

a.	-Promotional activity-Organized by PG students for UG students	- Poster Competition	August 2016
b.	- A practical outlook to retail management	- Retail Mela	September 2016
c.	-To understand the nuances of advertising	- Admad show	October 2016
d.	-For better understanding of capital markets	- StockMind – Virtual trading activity	June to October 2016
e.	- To explore the students knowledge in various spheres of business.	- MQuest- A Business Quiz	October 2016

M.A. (Tourism and Heritage Management)

Sl.No.	Date / Month	Objectives	Activity
1	28 th July 2016	<ul style="list-style-type: none"> To evaluate student contribution to the processes that they worked in. To assess the feedback given by reporting managers about the student performance. 	Seminar 1 – Presentation Skills and Report Internal Assessment by the panel of guides.
2	2 nd August 2016	<ul style="list-style-type: none"> To develop entrepreneurship and marketing skills. To provide experiential learning and business management skills. 	Indian Food Festival
3	23 rd August 2016	<ul style="list-style-type: none"> To deliberate on workable entrepreneurial solutions in tourism To introduce the concept of web based tourism businesses. To discuss the feasibility of student ideas. 	Guest lecture by Mr. Abhay Bhamaikar, CEO Vibrant Skill Sets Solutions Mr. Amey Karmali Manager CIBA
4	17 th September 2016	<ul style="list-style-type: none"> To introduce the concept of preventive and restorative conservation. 	Guest lecture by Anupam Sah Head- Art Conservation, Research

			and Training CSMVS Art Conservation Center, Mumbai
5	19 th September 2016	<ul style="list-style-type: none"> To witness the historical sites and monuments south Goa 	Field Trip to South Goa Kushawati Trail
6	19 th -23 rd Sept 2016	<ul style="list-style-type: none"> To learn the process of preventive conservation skill for paper documents. To apply the process of preventive conservation on paper manuscripts. 	Preventive conservation – Paper Document workshop
7	29 th September 2016	<ul style="list-style-type: none"> To create awareness of Heritage protection and conservation among local communities. 	Flash Mob – Ekokshatriya Activity
8	September 2016	<ul style="list-style-type: none"> To enhance public speaking skills. To practice public speaking skills under expert guidance. 	One Hour Guest Lecture – Retd. Prof. Crastro Public Speaking and Interview Skills
9	24 th October 2016	<ul style="list-style-type: none"> To visit the heritage monuments and experience tangible heritage. To document the monuments visited and also present in front of the monument. 	Study tour to Bijapur
10	24 th October 2016	<ul style="list-style-type: none"> To visit the museums and exposure to event industry. 	Study tour of Mumbai
11	28 th January 2017	<ul style="list-style-type: none"> To assess the current literature and its application in the students research 	Seminar 2 – Review of Literature: Presentation and Report Internal Assessment by the panel of guides.
12	January 2017	<ul style="list-style-type: none"> To experience the tangible and intangible heritage of Goa 	Field Trip to South Goa Part of Heritage of Goa Subject
13	February 2017	<ul style="list-style-type: none"> To provide functional exposure to organise an intercollegiate event. 	D-tour Intercollegiate Event
14	7 th February 2017	<ul style="list-style-type: none"> To evaluate the data analysis skills of students. 	Seminar 3 - Collection of data and self interpretation, and Report Internal Assessment by the panel of guides.

15	30 th – 31 st March 2017	<ul style="list-style-type: none"> To evaluate the qualitative and quantitative contribution to the body knowledge. 	Final Viva-Voce with External Faculty
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BBA Department

Sr No	Objective	Planned Activity	Timeline
1.	Faculty Development	<ul style="list-style-type: none"> Focus on research- Publish papers in reputed journals Presenting papers at National/International Conferences Attending workshops 	1/per year/per faculty 2 Paper/Dept. 1/per year/per faculty
2.	Strengthening Industry Linkages	<ul style="list-style-type: none"> Industry Visits Interactions with Industry Executives, Entrepreneurs 	State Level for SYBBA Oct' 16 National Level for TYBBA Feb' 17 10 interactions per year
3.	Fostering Alumni Ties	<ul style="list-style-type: none"> Involving /leveraging Alumni for interactions Involving BBA alumni in various College activities as planned. 	5 interactions per year. 100% alumni Association membership.
4.	Student Development	<ul style="list-style-type: none"> Organizing events Participating in State and National Level events Workshops per year 	2 events Per year 2 events per year 2 per year for TBBA
5.	Placements	<ul style="list-style-type: none"> Placement brochure design and circulation Pre Placement Workshop 	Circulation to 50key organizations in Goa March' 17 1 workshop for TYBBA- February 2017

6	Branding/Events	<ul style="list-style-type: none"> Organizing event for the HSSC /BBA students BBA Posters Participation in Education fairs Attractive Prospectus 	<p>Inspirit Dec' 16</p> <p>Rannbhoomi 7.0- March' 17</p> <p>February 17</p> <p>Participation in 'Edu Next Fair' May' 17</p> <p>May17</p>
7	Strengthening Parent Teacher Interface	<ul style="list-style-type: none"> PTI meeting 	SYBBA and TYBBA by September' 2016

PGDBA – Event Management

Month	Activity	Description
Semester I & II	Interactions with prominent Dempo Alumni	Student's interaction with the alumni who can share their experience and inspire the young minds. The alumni will be invited to interact with the students over the year as per their convenience.
August September	Lectures/ Seminars by Industry experts	To make the students aware of practical aspects of the subjects studied by them and also groom them according to the industry expectation.
February	Industry Visits (Mumbai/Delhi/Bangalore)	To give the students industrial exposure and help them to understand the processes and application of theories studied by them in the classrooms.
October/ April	Campus Placement	To invite companies to recruit students at the end of the year
November /December (Winter) May/June (Summer)	Internships	Students are encouraged to do internship with the companies/organisation after every semester to gain the practical knowledge in the area of specialisation.

As an when its comes	Live Events Experiences	Students are encouraged to do participate and work on live events organised in and around Goa. To give students live experience in handling different event situations.
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