

Dempo Charities Trust's
SRINIVASSA SINAI DEMPO COLLEGE OF COMMERCE AND ECONOMICS
 Cujira, Bambolim-Goa

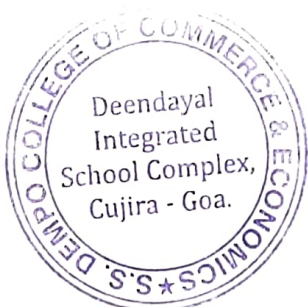
Criterion 2 - Teaching- Learning and Evaluation

Key Indicator - 2.5. Evaluation Process and Reforms

Metric No – 2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

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TOTAL			148
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DSC – Discipline Specific Core (1- subject 1; 2- subject 2; 3 -subject 3)

DSE - Discipline Specific Elective (1- subject 1; 2 - subject 2; 3- subject 3)

Alphabets A, B, C, & D refer to courses of subjects 1 , 2 & 3 in various semesters

GE – Generic Elective; SEC – Skill Enhancement Course

³DSP – In lieu of one of the DSEs, a compulsory Discipline Specific Project (DSP) shall be taken up.

*A student shall offer Language in one semester and Environmental Studies in the other semester. However colleges may offer Language and Environmental Studies in both the semesters for different batches of students.

OC-66.5 Scheme of Examination (B. A./ B. Com./ B. Sc.)

- 1. (a)** The evaluation for the Courses, shall comprise Intra-Semester Assessment (ISA) and the Semester End Examination (SEE).
- (b)** The ISA tests shall carry 20% of maximum marks allotted for the Course, and SEE shall carry 80% marks. There shall not be an ISA for the Practical component of the Course.
- (c)** A Course of 4 Credits for total of 100 marks, having only Theory, shall have ISA for 20 marks and SEE for 80 marks.
- (d)** A Course of 4 Credits for total of 100 marks having Theory and Practical components shall have ISA's only for Theory component for total of 15 marks, and SEE Theory component for 60 marks and Practical component for 25 marks. A Course of 6 Credits for total of 150 marks having Theory and Practical components shall have ISA's only for Theory component for total of 20 marks, and SEE Theory component for 80 marks and Practical component for 50 marks.
- (e)** Courses of any other number of Credits shall have proportionate marking system.
- 2.(a)** The ISA for the theory component of a Course shall be conducted twice in a given Semester, once through a written test, and the other by using alternate modes of evaluation including assignment/ presentation/ orals/ such other. There shall not be any averaging of ISA marks.
- (b)** Generally, the ISA for a given Course shall be conducted by the teacher/s teaching that Course.
- (c)** The schedule for the ISAs shall be notified to all at the beginning of the Semester.
- (d)** The marks of ISA shall be communicated to the students within two weeks.
- (e)** ISA I shall preferably be completed by the end of July for odd Semesters and end of January for even Semesters. Students who fail to appear for the test due to a genuine reason shall be given another opportunity by the end of August/ February respectively, on a date pre-determined by the College. ISA II will be completed as decided by the teacher but before the end of the semester.

- (f) Every College shall appoint a three member Committee to monitor the ISA in the College. There would be no remission in workload or remuneration for carrying out this work.
 - (g) A student who does not appear for two ISAs of a Course shall not be eligible to answer SEE of that Course.
- 3.(a)** The SEE shall be conducted at the conclusion of a given Semester, and shall cover the entire syllabus prescribed for the respective Course.
- (b) A candidate shall be considered to have successfully fulfilled the requirements of a Semester to be eligible to appear for the SEE provided he/she has appeared for two ISAs of the Course, and fulfills the minimum attendance requirements as per the relevant rules of the University. A candidate failing to fulfill these conditions shall have to repeat the Semester.
 - (c) A tentative schedule of SEE examination of Semesters I – IV, evaluation, declaration of results shall be prepared by the respective College(s), preferably at the beginning of each academic year and shall be notified to their students with a copy to the University. Setting of the question papers, evaluation of answer-scripts and declaration of results shall be done by respective Colleges.
 - (d) Assessment of answer-scripts of SEE of Semesters I - IV shall be organized by the Colleges. The assessment of the SEE answer scripts at the Semesters I - IV shall be done by the teachers of respective Colleges. If two or more Colleges desire to have the same question paper in any of the subjects, a common paper may be set by the teachers from the concerned colleges. For this purpose, a Committee of senior teachers may be constituted by the Principals of concerned Colleges.
 - (e) The pattern of question paper(s) to be set for the SEE in a given Subject and the scheme of marking shall be decided by the BoS in that subject. For this purpose, the BoS shall frame specimen question paper(s) in the concerned Subject for each Semester for the information of the students. Similarly, for practical examinations, the number of laboratory exercises, marks distribution for each exercise and other relevant details shall be decided by the BoS in that subject.
 - (f) The Schedule of the Examination and the setting of question paper(s) for SEE for Semester- V and Semester-VI shall be done centrally by the University.
 - (i) A Board of Paper-Setters and Examiners for the SEE of Semester V and VI shall be appointed by the University.
 - (ii) The Paper-Setters shall finalise the question paper(s); there shall be no objective type of questions at SEE; however short answer questions may be set.
 - (iii) The paper setters shall also prepare a key for answers to all question/sub-questions and the scheme of marking of the paper set at the examination. In case of descriptive type of answers, only important points to be expected may be highlighted in the key.
 - (iv) The Chairperson shall personally hand over the sealed set of question papers and answer keys to the Controller of Examinations in the prescribed manner.
 - (v) Photocopies of this key and the marking scheme for each of the paper of the concerned Semester V and VI shall be given to the examiners assessing the papers.

(v) Minimum Credit requirements for Programmes

Category	Course	BBA	MBA	IMBA	MBA (for Executives)
Core Course	Core Business Courses	52	34	86	20
Soft Skills	Soft Skills Courses	12	06	18	04
Optional Courses	Optional Business Courses	30	24	54	34
	Optional Non Business Courses	24	06	30	06
Internship /Projects	Internship /Projects in organizations and Report	16	24	40	08
	Internship/Project Seminar	06	04	10	04
Total Credits for the Programme		140	98	238	76

- (vi) In Programmes with specific Specializations, the Credit requirements in the areas of Specialization shall be a minimum of 50% of the total Credits, excluding Internship/ Project. Internship/ Project in Organizations shall be in the area of Specialization
- (vii) For all Courses, Evaluation Schemes and detailed Course Outlines shall be made available to the students by the Department before the commencement of the Course.
- (viii) A Course shall comprise lectures/tutorials/laboratory work/ field work/outreach activities/ project work/ vocational training/viva voce/ seminars/ term papers/assignments/ presentations/ self-study/ case studies and such others or a combination of any of these. Sessions shall be interactive in nature to enable peer group learning.
- (ix) The syllabus of Core and Optional Courses shall be as recommended by the Board of Studies and approved by the Academic Council, and shall be uploaded on the University/College website prior to offering of the course.
- (x) A student may register for Project Courses subject to a maximum of 5% of total Credits of a Programme. Project Courses can be opted only in lieu of Optional Courses, under the supervision of regular/visiting faculty.

(i) The assessment of all Courses shall comprise continuous Intra- Semester / Trimester / Course Assessment (ISA) and End-Semester / Trimester /Course Assessment (SEA) shall be fully internal.
Each Credit carries 25 marks.

(ii) The concerned teacher, with the consent of the Departmental Council (DC) or equivalent body of faculty members of the Affiliated Colleges shall decide the method as well as the content of evaluation of each ISA and SEA.

(iii) The ISA shall be of 50% weightage, in which an individual component shall not exceed 30% of the total evaluation.

(iv) There shall be SEA with 50% weightage of total evaluation covering the entire Course.

OA-24.7 Scheme of Evaluation

(i) Common Grading System of the University as stated in OA-16.4 shall be applicable.

(ii) The method as well as the content of evaluation of Internships shall be decided by the Departmental Council. All Internship/Project Seminars shall be organized as public seminars, unless the organizations on which the work was done require the results to be kept confidential. In such a case, only the examiners shall be present during the Seminar. For Internship Seminars, one of the examiners shall be from the Industry, who shall grade the Seminars along with Internal Faculty. However, reports shall be graded only by Internal Faculty.

(iii) A student shall be considered to have completed the Programme when the student fulfills both the minimum credit and minimum duration requirements for the Programme for which he/ she has enrolled.

(iv)(a) In case of students who have registered for Courses in Colleges / Institutions from other than this University, Credit transfers and the equivalence of grades and grade points shall be determined on a case to case basis by the Departmental Council of the Department offering the Programme/s or the equivalent body of the faculty members of the concerned Institution.

(b) Credit transfer shall be limited to a maximum of 25 per cent of the total Credits, except in the case of approved exchange Programmes.

(c) Credits and grades obtained by a student shall be transferred to another Institution on request from the institution as well as from the student.

OA -24.8 Award of Grade

(i) Grade Points shall be awarded as provided under OA-16.4

5. The student shall declare, in the prescribed proforma, that the dissertation is his/her own work and that all the sources used are duly acknowledged.
6. The guiding teacher shall certify, in the prescribed proforma, that the dissertation is an original work of the candidate completed under his supervision.
7. Students shall submit the dissertations to the Department through the guiding teacher not later than 2 weeks before the end of the term. Ordinarily, no student shall be allowed to submit the dissertation after the due date.
8. Every student shall submit one soft copy on a CD and two bound copies of the dissertation to the Department in the standard format as under: The size of paper: A4 (approximately 29 cm x 21 cm) except for drawings, graphs and maps, on which no restriction is placed, with a margin of 3 cm on the left hand side and 2.5 cm on all the other three sides. The dissertation should be neatly typed in double space and only on one side of the paper. The front cover of the dissertation, bound in a standardized form, should contain the title of the dissertation, the Degree, date and name of the student concerned.

(Effective from 17th September, 2021)

9. For M.Sc. I.H.T.M., the Internship shall be undertaken at the beginning of the Fourth Semester. On completion of the Internship, each student shall submit an Internship Report to the guiding teacher.

OA-18A.5 Scheme of Examination

(Effective from 17th September, 2021)

1. The assessment of all Courses including Dissertation & Internship shall comprise continuous Intra Semester Assessment (ISA) and Semester-end Assessment (SEA) and shall be fully internal, carried out by the teacher offering the Course.

If the teacher/s who had taught the course is/are no longer associated with the School/Department/College, the Dean/ HOD/ Principal shall appoint a paper setter cum evaluator

2. (a) Each teacher of the concerned Course shall be the examiner for the portion he/she has taught. The teacher/instructor of the Course shall be the Course Coordinator and shall coordinate the teaching, examination and evaluation (both continuous ISA and SEA) of the Course and maintain records of all assessments/tests/ examinations.

(Effective from 17th September, 2021)

(b) When more than one teacher is involved in teaching a Course, one teacher preferably a regular teacher from the School / Department shall be identified as the Course Coordinator by the DC/DFC.

(Effective from 17th September, 2021)

(c) Deleted

(Effective from 17th September, 2021)

(d) Deleted

(Effective from 17th September, 2021)

(e) Deleted

3. (a) The nature of assessments may be Written/Oral, Open/Closed book, Scheduled/ Surprise, Objective / Multiple-choice, Short-answer type, Essay type, Seminar, Assignment, Experimental work, Fieldwork, Viva-Voce, Peer group assessment, Class participation as described in the Course outline.

(b) For each theory Course, a written or any other evidence-based component shall constitute at least 50% of ISA and SEA.

4. A Course shall have a 'single passing-head' based on the combined performance at the continuous ISA and SEA. Fractional marks shall be rounded off to the nearest integer only at the time of calculating the Course grade.

(Effective from 17th September, 2021)

5. The DC/DFC shall constitute a School / Departmental Examination Committee (DEC) to monitor the conduct of the continuous ISA and SEA.

(Effective from 17th September, 2021)

6. The Course-wise time-table of internal assessment shall be displayed at the beginning of each Semester. Every teacher shall submit to the Head of the School/ Department (HoD) /Principal, the question paper, assessed answer books and the marks assigned within seven days after the conduct of each assessment. The result of each assessment shall be displayed on the Notice Board and the assessed material shall be shown to the candidate(s) by the concerned teacher and submitted to the HoD along with the question paper in a sealed envelope.

OA-18A.6 Evaluation of Courses

1. (a) A One Credit Course shall carry 25 marks. All other Courses shall carry marks proportionate to the number of Credits.

(b) The weightage for the continuous ISA and SEA in both theory and practical Courses shall be 40% and 60% respectively.

(c) There shall be two ISAs for each Course of two or more Credits, each of 20%, for a total of 40% of total marks of the Course. However, for a 1 Credit Course, a single ISA shall be conducted and evaluated for 40% of total marks of the Course. An additional assessment, irrespective of the number of Credits a Course carries, may be provided on the request of students to improve the Grade, in which case the best two assessments shall be considered, or best one in the case of a single Credit Course. All internal assessments shall be completed by the last teaching day of the Semester.
2. Ordinarily a teacher who teaches a particular Core Course or part thereof shall assess the performance of the students in the ISA component of that Course. Guest Faculty/contributory teachers teaching a Course or part thereof, shall conduct such assessment in consultation with the Course Coordinator.
3. There shall be a continuous review of the teaching Programme by the DC/DFC in every Semester.

4. The SEA shall be conducted as per the academic calendar. The DEC shall work out the examination schedule for SEA in consultation with other departments from where the students are taking Optional Courses, which shall be approved by the DC/DFC and displayed on the Notice Board before the last teaching day of the Semester. The same shall be communicated to the concerned departments. However, in case of the Programmes which are offered both University campus and at affiliated Colleges, the examination schedule for SEA of Core Courses shall be announced by the office of the CoE.
5. The duration of all comprehensive written SEA examinations carrying 25 marks or less, shall be of one hour; SEA carrying above 25 marks and up to 50 marks, shall be of two hours; SEA carrying above 50 marks, shall be of three hours.
6. The duration of SEA of all Laboratory Courses/Field Course shall be decided by the respective BoS.
7. (a) The SEA answer scripts shall be assessed by the teacher concerned, within one week from the date of the examination. Before finalizing the scores obtained, the answer scripts should be shown to the students after specifying the date and time on the Notice Board in advance.

(Effective from 17th September, 2021)

OA-18A.7 Evaluation of Dissertation and Internship

1. (a) The Dissertation /Internship shall be assessed by the Guide/Supervisor and by the DC/DFC. The student shall make a presentation of the work before the DC/DFC and students of the Department. The DC/DFC shall assess the work. Average of marks of all teachers attending the presentation shall be the evaluation of the Dissertation /Internship which shall carry 60% of the total marks assigned for Dissertation/Internship which shall be the SEA component.

(Effective from 17th September, 2021)

(b) The Guide shall assess the Dissertation /Internship work independently for 40% marks which shall be the ISA component. The ISA shall be completed by the guide in the Third Semester based on the modalities decided by the concerned DC/DFC. If a student is willing to discontinue the Dissertation due to poor performance in the ISA component, s/he shall be permitted to opt for required number of Optional Courses in the Fourth Semester.

(Effective from 17th September, 2021)

2. To pass in the Dissertation /Internship a student has to secure a minimum grade of 'P' as indicated under OA-18A.8.2.

(Effective from 17th September, 2021)

3. A student who fails in the Dissertation may be permitted to re-submit the Dissertation after incorporating suitable modifications under the guidance of the teacher or may be permitted to register for Optional Courses equivalent to the number of Credits assigned to the Dissertation. In case of M.Sc. I.H.T.M. a student who does not pass the Internship will have to repeat the Internship component.

(Effective from 17th September, 2021)

4. There shall be no revaluation in case of Dissertation which are based on laboratory/field/experimental work and Internship.

of the Courses. The numbers do not necessarily represent the Semester(s). The DC/BoS shall identify the pre-requisite for each Course, if any.

OA-27.7 Scheme of Examination

- (a) The assessment of all Courses shall comprise continuous Intra-Semester Assessment (ISA) and Semester-end Assessment (SEA).
- (b) (i) The teacher/instructor of the Course shall be the Course Coordinator and shall coordinate the teaching, examination and evaluation (both continuous ISA and SEA) of the Course and maintain records of all assessments/tests/ examinations.
(ii) When more than one teacher is involved in teaching a Course, one teacher preferably a regular teacher from the Department shall be identified as the Course Co-ordinator by the DC/DFC.
(iii) However, in case the Programme is offered at Goa University campus and also at affiliated Colleges, or more than one affiliated colleges, the assessment of SEA for all Courses shall be through Central Assessment Programme (CAP) conducted by the University.
(iv) In case of courses coming under the purview of CAP, Question papers shall be common and copies of answer keys prepared by the paper setters shall be available for the examiners.
(v) For the purpose of paper setting and CAP, the BoS shall recommend a master panel of paper setters and examiners comprising both external and internal (for the purpose of co-ordination), which shall be placed before the Academic Council for approval.
- (c) (i) The nature of ISA assessments may be Written/Oral, Open/Closed book, Scheduled/ Surprise, Short-answer type, Essay type, Seminar, Assignment, Experimental work, Fieldwork, Viva-Voce, Peer group assessment, Class participation as described in the Course outline.
(ii) For each theory Course, a written or any other evidence-based component shall constitute at least 50% of ISA and SEA.
- (d) A Course shall have a 'single passing-head' based on the combined performance at the continuous ISA and SEA. Fractional marks shall be rounded off to the nearest integer only at the time of calculating the Course grade.
- (e) The DC/DFC shall constitute a Departmental Examination Committee (DEC) to monitor the conduct of the continuous ISA and SEA.
- (f) The Course-wise time-table of internal assessment shall be displayed at the beginning of each Semester. Every teacher shall submit to the Head of the Department (HoD)/Principal, the question paper of the assessment and the marks assigned within seven days after the conduct of each assessment. The result of each assessment shall be displayed on the Notice Board and the assessed material shall be shown to the candidate(s) by the concerned teacher and submitted to the HoD/Principal along with the question paper in a sealed envelope.

OA-27.8 Evaluation of Courses

- (a) (i) A One Credit Course shall carry 25 marks. All other Courses shall carry marks proportionate to the number of Credits.
(ii) The weightage for the continuous ISA and SEA in both theory and practical Courses shall be 40% and 60% respectively.
(iii) There shall be two ISAs for each Course of two or more Credits, each of 20%, for a total of 40% of total marks of the Course. However for a 1 Credit Course, a single ISA

shall be conducted and evaluated for 40% of total marks of the Course. An additional assessment, irrespective of the number of Credits a Course carries, may be provided on the request of students to improve the Grade, in which case the best two assessments shall be considered, or best one in the case of a single Credit Course. All internal assessments shall be completed by the last teaching day of the Semester.

- (b) Ordinarily a teacher who teaches a particular Core Course or part thereof shall assess the performance of the students in the ISA component of that Course. Guest Faculty/contributory teachers teaching a Course or part thereof, shall conduct such assessment in consultation with the Course Co-ordinator.
- (c) There shall be a continuous review of the teaching Programme by the DC/DFC in every Semester.
- (d) The SEA shall be conducted as per the academic calendar. The DEC shall work out the examination schedule for SEA in consultation with other departments from where the students are taking Optional Courses, which shall be approved by the DC/DFC and displayed on the Notice Board before the last teaching the Semester. The same shall be communicated to the concerned departments. However, in case the Programme is offered both at the University campus and at affiliated Colleges, the examination schedule for SEA shall be announced by the office of the CoE.
- (e) The duration of all comprehensive written SEA examinations carrying 25 marks or less, shall be of one hour; SEA carrying above 25 marks and up to 50 marks, shall be of two hours; SEA carrying above 50 marks, shall be of three hours.
- (f) The duration of SEA of all Laboratory Courses/Field Course shall be decided by the BoS.
- (g) (i) The SEA answer scripts shall be assessed by the teacher concerned, within one week from the date of the examination. Before finalizing the scores obtained, the answer scripts should be shown to the students after specifying the date and time on the Notice Board in advance.
 (ii) However, in case the Programme is offered both at Goa University campus and at affiliated Colleges SEA for all courses shall be conducted by the University and evaluated through Central Assessment Programme (CAP) and in these cases there is no provision of showing the answer books to students. However students are entitled to apply for revaluation of their answer books.
- (h) A student shall be considered to have completed the Programme when he/she fulfills both the minimum credit and minimum duration requirements for the Programme.

OA-27.9 Award of Grades

- (a) Marks awarded in each Course shall be represented in the form of Grades in the grade sheet issued at the end of each semester. The Final result shall be declared as Cumulative Grade Point Average (CGPA).
- (b) The marks awarded in the ISA and SEA shall be added for awarding the grade for each Course, as indicated in the table below:

Range Percentage	of Grades	Grade Points
85 – 100	O (Outstanding)	10
75 – <85	A+ (Excellent)	9
65 – <75	A (Very Good)	8

non credit subjects in various areas of management and specially in newly emerging areas. Once a student registers for such a subject, it becomes a compulsory subject for the student. In exceptional circumstances, the Institution may allow a student to withdraw registration, if it is convinced about the genuineness of the reasons. There shall be no evaluation in non credit subjects. The Institution shall issue a Certificate to the student mentioning the names and number of units of each such subject attended by the student.

OC-25.7 Evaluation, Grading and Pass Requirements

OC-25.7.1 Each subject or component of evaluation is split into certain number of units as given in OC-25.4.1 above. The number of units shall be approximately the number of minimum contact hours divided by 7.5. The teacher teaching the subject, with the consent of the Faculty of Management Studies of Goa University, shall decide the method as well as the content of evaluation of each unit of each subject. The method as well as the content of evaluation of each unit of Dissertation work shall be decided by the concerned guide with the consent of the Head of the Institute. The respective teacher or the guide of the unit shall do the assessment as well as grading.

No component of evaluation shall exceed 60% weightage in the total evaluation of the subject.

OC-25.7.2 The method as well as the content of evaluation of each subject of each term shall be reviewed by a committee of examiners appointed by the Vice-Chancellor from a panel of approved examiners. The committee shall consist of at least three examiners, of which preferably two shall be from outside the Institute and at least one from the Faculty of Management Studies of Goa University. At least one of the examiners should preferably be from the corporate sector. If the work for a committee is on the higher side, more than one committee may be appointed.

All answer sheets, assignments, project reports, mark lists, etc. shall be available for the scrutiny of the committee. The results of the term are finalized after the approval of the committee with suitable modifications suggested by them. The committee for Term 4 shall also be the committee for evaluating Dissertation Seminar.

Dissertation Seminar shall be organized as public seminar, where anybody from the audience can ask questions, unless the organization on which the work was done requires the results to be kept confidential. In the latter case, only the examiners shall be present during the Seminar.

OC-25.7.3 (effective from 18th May, 2005) After evaluation each student will be graded for each subject, as per the following scheme of grades and grade points.

Grade

- A: Excellent 8.00 upwards
- B: Good 6 to < 8
- C: Satisfactory 5.5 to < 6
- D: Low Pass 5 to < 5.5
- F: Failed 0 to < 5

Teachers will use the following grades (and not grade points) with equivalent grade points for individual components of evaluation.

A+: 10, A: 9, A-:8, B+:7.5, B:6.75, B-:6, C+:5.9, C:5.7, C-:5.5, D:5, F:0

The grade points awarded for a subject will be rounded off to two decimals for determining grades for the subject.

Normally, grades or grade points need not be converted to marks, class, etc. However, if required to do so the grade point is to be multiplied by 10 to obtain the marks equivalent and the equivalent class will be as follows:

- A: Distinction
- B: First Class
- C and D: Second Class
- F: Failed

OC-25.7.4 In case a student wants to improve grades in any subject of any Term, the student shall have the option of re-registering for the subject in the subsequent academic years by paying the appropriate fee.

OC-25.6.5 (Effective from 14th November, 2009) To obtain a pass in PGDM, the student should have obtained a weighted average grade point (weighted by the number of units of each subject) of 4.00 for the subject of Terms 1 to 4 taken as a whole, should not have obtained F grades for more than two subjects and should have completed the requirements of the non-credit subjects the student had registered for OR should have obtained average grade point of 3.95 for the subjects in Terms 1 to 4 taken as a whole, should not have obtained F grade in any subject and should have completed the requirements of the non-credits subjects the student had registered.

If all the electives opted for are in one area of specialization such as Tourism Management, Event Management, Marketing, Finance etc., then the diploma issued by the University shall mention that the candidate has been awarded PGDM with specialization in Tourism Management, Event Management, etc.

OC-25.6.5.1 The student should obtain a pass within a period of 3 years from the date of joining the PGDM programme.

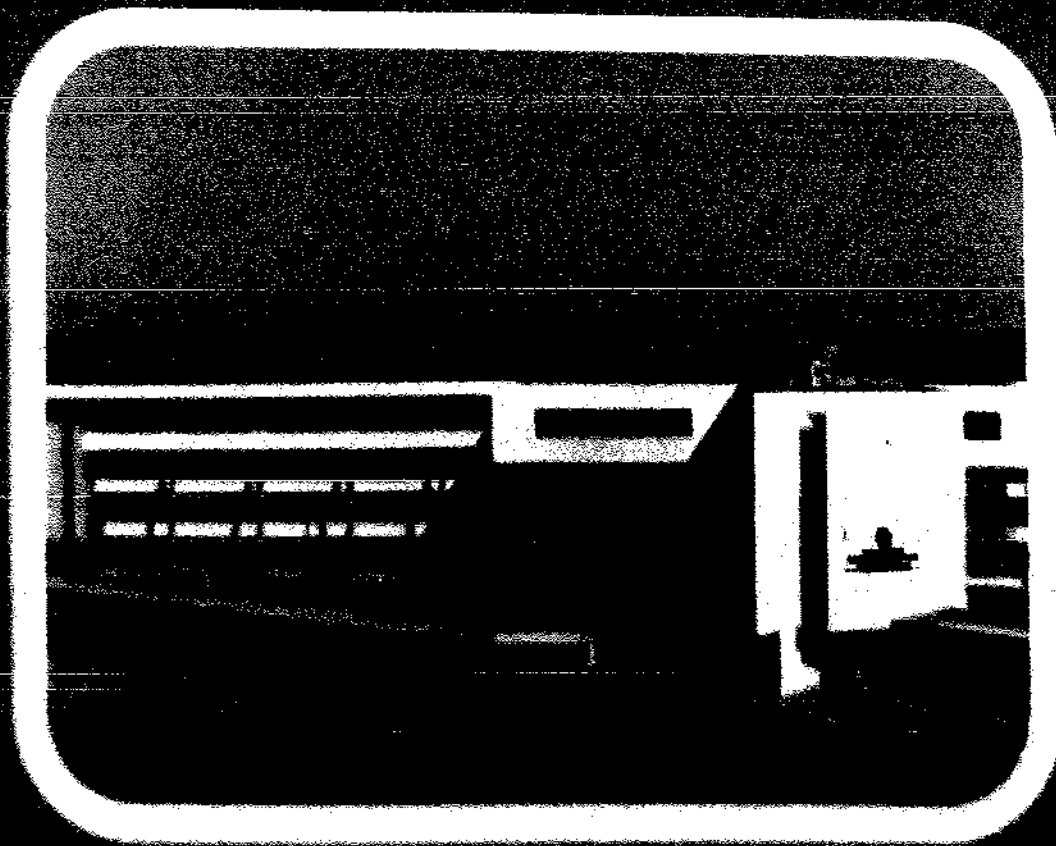
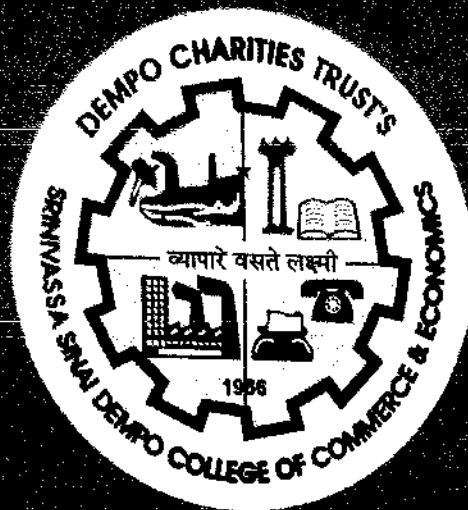
OC-25.6.5.2 A student has to register/reregister for a full subject and not a part thereof. A student reregistering for Dissertation related subject should reregister for both 401 and 402.

OC-25.6.5.3 A student may cancel an elective subject and may register for another elective while reregistering.

OC-25.6.5.4 A student who wants to improve grades in a subject or subjects may reregister for such a subject or subjects in subsequent years, by paying the appropriate fee and attempt to obtain improved grades in such a subject or subjects within a period of 3 years from the

ACADEMIC YEAR CALENDAR

2019 - 2020



DEMPO CHARITIES TRUST'S
S. S. DEMPO COLLEGE OF COMMERCE AND ECONOMICS

Reaccredited by NAAC at the 'A' Grade (With a CGPA of 3.30)



AUGUST 2019**Academic Year 2019-20**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3 Singing Competition
4	5	6	7	8 National Seminar on Drafting Sustainable Tourism Policy Documents	9	10
11 Bakri Id	12	13	14	15 Independence Day	16	17 ISA II Written Test (B.Com.)
18	19 ISA II Written Test (B.Com.)	20 ISA II Written Test (B.Com.)	21	22	23 Janmastami	24
25	26 All Goa Inter-Collegiate Spellbee Competition	27	28	29	30	31 Dance Competition

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SEPTEMBER 2019**Academic Year 2019-20**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Ganesh Chaturthi Break Begins M.Com., MTTM., B.Com. B.B.A., EM	3 Ganesh Chaturthi Break	4 Ganesh Chaturthi Break	5 Ganesh Chaturthi Break Teacher's Day	6 Ganesh Chaturthi Break	7 Ganesh Chaturthi Break
8	9 College Re-opens B.Com./ BBA/ E.M.	10	11	12 Ganesh Chaturthi Break Ends M. Com.	13	14
15	16	17	18	19	20	21 BBA-Term I Ends
22	23 BBA-Term I Exams Begins	24	25	26	27	28 BBA-Term I Exams Ends
29	30 BBA-Term II Begins					

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OCTOBER 2019**Academic Year 2019-20**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2 Mahatma Gandhi Jayanti Swachh Bharat Diwas	3	4	5 All Goa Inter-Collegiate Spellbee Competition Finale
6	7	8 Dussehra	9	10	11	12
13	14 Winter Break Begins M.Com	15	16	17	18	19
20 Diwali	21 Commencement of B. Com. Examination	22	23	24	25	26
27	28	29	30	31		

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NOVEMBER 2019**Academic Year 2019-20**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2 PGDM-EM Semester I & Event Management Certificate Course Classes ends
3	4 PGDM-EM & Event Management M.Com. Certificate Course Internship Begins Winter Break Ends	5	6	7 M. Com. Sem I / Sem III/ repeat Exam & Assessment	8	9
10	11 Winter Break Begins B.Com./BBA	12	13	14	15	16 NSS Camp
17 NSS Camp	18 NSS Camp	19 NSS Camp	20 NSS Camp	21 NSS Camp	22 NSS Camp M. Com. Term Ends	23
24	25 M.Com. Term II Begins	26	27	28	29	30 BBA Winter Break Ends

19

ISA NOTICE

7th October 2020

All the teachers are requested to announce the Intra Semester Assessment I (ISA I) for Semester I, III & V in their respective classes.

The mode for ISA 1 shall be Quiz, Assignment, Presentation or Viva.

The due date for completion of ISA 1 is 6th November 2020.

Kindly note ISA 2 shall be a written test. Also take into consideration that two different modes should be adopted to conduct ISA 1 & ISA 2.



Assistant Prof. Sameera Khan

ISA in charge



Assoc. Prof. Gauri Tamba

Vice Principal



D.C.T's S.S. Dempo College of Commerce & Economics
Cujira – Goa

Screenshots of the Instructions posted on the Google Classroom about ISA Submissions for students.

The screenshot shows a Google Classroom interface for a course titled "Supply Chain Management" (Sem VI). The page displays an assignment titled "Assignment" by Vitiksha Venji, dated Mar 31, 2021, with a due date of Apr 10, 2021. The assignment instructions state: "Dear Students Assignment should be submitted in PowerPoint Presentations. Viva will be conducted on the same. Note : Please rename the PPT file by your Roll Number . Due Date : 10th April 2021 Note : Students who fails to submit their assignment on or before due date will be responsible for losing their marks . Late submission will be penalized." A PDF file titled "Supply Chain Assignment.pdf" is attached to the assignment.

The screenshot shows a Google Classroom interface for a course titled "International Marketing Management" (T.Y B.Com E). The page displays an assignment titled "Assignment ISA -I" by Vitiksha Venji, dated Oct 7, 2020, with a due date of Oct 30, 2020, and worth 10 points. The assignment instructions state: "Dear students please find the attached copy of instructions for preparation of Assignment." A PDF file titled "Assignment - International ..." is attached to the assignment. Below the assignment, there is a section for "Class comments" with a text input field and a submit button.



Masters of Tourism and Travel Management (Batch 2019-21)

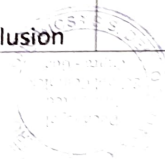
2020-21
MTTM
HRM ISA
PLAN

1

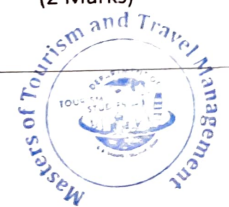
24 Hour Session – ISA PLAN

Human Resource Management in Tourism

12 Hours		12 Hours	
6 Hours	6 Hours	6 Hours	6 Hours
Document Reading and Interpretation Pre-Reading material to be assigned to class Through Google Classrooms	Video, Document Reading and Interpretation Pre-Reading material to be assigned to class Through Google Classrooms	Video, Document Reading and Interpretation Pre-Reading material to be assigned to class Through Google Classrooms	Video, Document Reading and Interpretation Pre-Reading material to be assigned to class Through Google Classrooms
Evaluation Methods Class Participation – 2 Marks Attendance, Discussion, Debate, Facts and Figures, Current Affairs related to tourism Written (1 Hour) Case Study – 4 Marks	Evaluation Methods Class Participation – 2 Marks Attendance, Discussion, Debate, Facts and Figures, Current Affairs related to tourism Micro Video Creation for Interview Techniques 1 Minute Each Participant 4 Minute each Group x 6 Groups 24 Minutes (6 Marks)	Evaluation Methods Class Participation – 2 Marks Attendance, Discussion, Debate, Facts and Figures, Current Affairs related to tourism Individual Presentation Training Methods using Prep-Method Printed Report Submission Cover Page is Mandatory (4 Marks)	Evaluation Methods Class Participation – 2 Marks Attendance, Discussion, Debate, Facts and Figures, Current Affairs related to tourism Micro Video Creation for Performance Appraisal - Group Video Script to be loaded into Google Classroom Cover Page is Mandatory (4 Marks)
Prep-Method – 4 Marks (5Minutes) *Point to Paraphrase *Reasoning * Example *Points to Recap – Conclusion	Flipped Classroom Method (View the video from Google Classroom) Written Test	Case Evaluation Problem Based Learning Written Test in Classroom (2 Marks)	Written Test on HR Dynamic Decision Making (4 Marks)



PROFESSOR & PRINCIPAL
S.S. Dempo College of
COMMERCE & ECONOMICS,
Dempo Integrated School Complex.




Dr. Cheryl V. Dico
Programme Coordinator - MTTM

TIME -TABLEF.Y.B.Com II SEMESTER END EXAMINATION (CBCS- Regular & Repeat) JUNE 2022INSTRUCTIONS TO CANDIDATES

1. Candidates will be allowed to the Examination halls ONLY IF THEY ARE WEARING FACE MASKS
2. Candidates are requested to be present at the examination hall fifteen minutes before the commencement of the examination.
3. Students without identity/library cards will not be permitted to answer the exam. Students not possessing the identity/library cards are required to immediately apply for bonafide certificate and carry the same to the Examination Hall.
4. Before answering, the candidates shall ensure that they have received the appropriate question paper from their respective Block Supervisor as per the requirement.
5. Candidates are forbidden to take any written material or mobile phone/smart gadgets into the examination hall.
6. Smoking is strictly prohibited in the examination hall.
7. Students are required to take note of the TIMINGS
8. The written examination will be conducted in the following order.

Day & Date	Subject	Time
Wednesday 08/06/2022	Commercial Arithmetic II (CC8)	9.00 a.m. to 11.00 a.m.
Friday 10/06/2022	Financial Statement Analysis and Interpretation (CC6)	9.00 a.m. to 11.00 a.m.
Monday 13/06/2022	Managerial Economics (CC7)	9.00 a.m. to 11.00 a.m.
Wednesday 15/06/2022	Environmental Studies II (AECC4)	9.00 a.m. to 10.30 a.m.
Friday 17/06/2022	Introduction to Marketing (CC5)	9.00 a.m. to 11.00 a.m.
Monday 20/06/2022	GENERIC ELECTIVES (GE 2) Banking II, Services Marketing I, Practice Of Insurance, Specialized Accounting,	9.00 a.m. to 11.00 a.m.
	Computer Applications II	9.00 a.m. to 10.30 a.m.

- Those students aspiring to appear at Business Communication Exam are required to fill the forms and meet Asst.Prof. Runa Menezes


 Principal
 (Prof. Radhika S. Nayak) PAL
 Chief Conductor of Exams
 COMMERCE & ECONOMICS,
 Deendayal Integrated School Complex,
 Cujira - Goa.



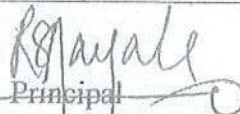
TIME -TABLE

S.Y.B.Com IV SEMESTER END EXAMINATION (CBCS) REGULAR &
REPEAT) JUNE 2022

INSTRUCTIONS TO CANDIDATES

1. Candidates will be allowed to the Examination halls ONLY IF THEY ARE WEARING FACE MASKS
2. Candidates are requested to be present at the examination hall fifteen minutes before the commencement of the examination.
3. Students without identity/library cards will not be permitted to answer the exam. Students not possessing the identity/library cards are required to immediately apply for bonafide certificate and carry the same to the Examination Hall.
4. Before answering, the candidates shall ensure that they have received the appropriate question paper from their respective Block Supervisor as per the requirement.
5. **Candidates are forbidden to take any written material or mobile phone/smart gadgets into the examination hall.**
6. Smoking is strictly prohibited in the examination hall.
7. Students are required to take note of the TIMINGS
8. The written examination will be conducted in the following order.

Day & Date	Subject	Time
Wednesday 08/06/2022	Accounting For Service Organizations (CC14)	11.30 a.m. to 1.30 p.m.
Friday 10/06/2022	Fundamentals Of Investment (CC12)	11.30 a.m. to 1.30 p.m.
Monday 13/06/2022	Income Tax (Direct Tax) (CC13)	11.30 a.m. to 1.30 p.m.
Wednesday 15/06/2022	Public Finance II (GE6)	11.30 a.m. to 1.30 p.m.
Friday 17/06/2022	Companies Act and IPR Laws (SEC2) Computer Applications for Business (SEC2) Collective Bargaining & Negotiation Skills	11.30 a.m. to 1.30 p.m. 11.30 a.m. to 1.00 p.m.
Monday 20/06/2022	Generic Electives (GE5): Business Statistics II, Mass Communication, Practice In Rural Marketing, Event Management, Business Environment, Introduction To Mutual Funds	11.30 a.m. to 1.30 p.m.


Principal
(Prof. Radhika S. Nayak)
Chief, Conductors of Examinals
S.S. DEMPO COLLEGE OF
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TIME -TABLE**T.Y.B.Com VI SEMESTER END EXAMINATION(CBCS-REGULAR AND REPEAT) JUNE 2022****INSTRUCTIONS TO CANDIDATES**

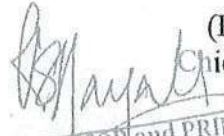
1. Candidates will be allowed to the Examination halls ONLY IF THEY ARE WEARING FACE MASKS
2. Candidates are requested to be present at the examination hall fifteen minutes before the commencement of the examination.
3. Students without identity/library cards will not be permitted to answer the exam. Students not possessing the identity/library cards are required to immediately apply for bonafide certificate and carry the same to the Examination Hall.
4. Before answering, the candidates shall ensure that they have received the appropriate question paper from their respective Block Supervisor as per the requirement.
5. **Candidates are forbidden to take any written material or mobile phone/smart gadgets into the examination hall.**
6. Smoking is strictly prohibited in the examination hall.
7. Students are required to take note of the TIMINGS
8. The written examination will be conducted in the following order.

Day & Date	Subject	Time
Tuesday 07/06/2022	Human Resource Management (CC17)	9:00 am to 11:00 am
Thursday 09/06/2022	International Economics (CC18)	9:00 am to 11:00 am
Saturday 11/06/2022	Advanced Company Accounts (DSE5) OR Advanced Cost Accounting I (DSE5) OR Financial Management II (DSE5) OR Laws & Practice Of Banking (DSE5)	9:00 am to 11:00 am
Tuesday 14/06/2022	Accounting I (DSE6) OR Cost & Management Audit (DSE6) OR Strategic Management (DSE6) OR Laws & Practice Of Banking (DSE6)	9:00 am to 11:00 am
Thursday 16/06/2022	Accounting II (DSE7) OR Advanced Cost Accounting II (DSE7) OR Supply Chain & Logistic Management (DSE7) OR Financial Services (DSE7) OR Corporate Accounting & Tax Planning (DSE8) OR	9:00 am to 11:00 am



Advanced Management Accounting (DSE 8) OR Brand Management (DSE 8) OR Credit & Risk Management (DSE 8)	
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Principal
(Prof. Radhika S. Nayak)
Chief Conductor of Exams


PROFESSOR and PRINCIPAL
S.S. DEMPO COLLEGE OF
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Deendayal Integrated School Complex,
Cujira - Goa.

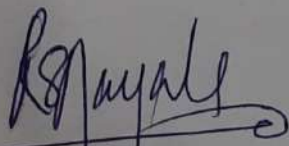


ISA II TIME TABLE (REGULAR)

April 2022

F.Y B.COM (SEMESTER II)

Sr. no	Day/Date	Code	Subject	Timing
1.	Thursday ,28 th April 2022	CC5	Introduction to Marketing	10.30 am – 10.45 am
		CC6	Financial Statement Analysis & Interpretation	10.50 am – 11.05 am
2.	Friday, 29 th April 2022	CC7	Managerial Economics	10.30 am – 10.45 am
		CC8	Commercial Arithmetic II	10.50 am – 11.05 am
3.	Saturday,30 th April 2022	GE2	Specialised Accounting	10.30 am – 10.45 am
			Banking II	
			Computer Application II	
			Services Marketing -I	
			Practice of insurance	
		AECC4	Environmental Studies II	10.50 am – 11.00 am



Dr. Radhika Nayak

Principal



Assistant Professor Sameera Khan

I.S.A In Charge

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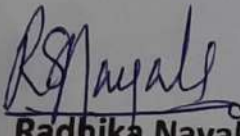


ISA II TIME TABLE (REGULAR)

April 2022

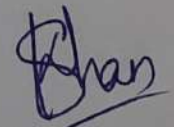
S.Y B.COM (SEMESTER IV)

Sr. no.	Day/Date	Code	Subject	Timing
1.	Thursday ,28 th April 2022	CC 12	Fundamentals of Investment	9.00 am – 9.15 am
		GE 6	Public Finance	9.20 am – 9.35 am
2.	Friday,29 th April 2022	CC 13	Income Tax (Direct Tax)	9.00 am – 9.15 am
		CC 14	Accounting for service organisations	9.20 am – 9.35 am
3.	Saturday,30 th April 2022	GE 5	Business Statistics II	9.00 am – 9.15 am
			Mass Communication	
			Practices in Rural Marketing	
			Event Management	
			Business Environment II	
		Introduction to Mutual Funds	9.20 am – 9.35 am	
		SEC 2		Collective Bargaining & Negotiation Skills
Companies Act & IPR Laws				
			Computer Application for Business II	9.20 am – 9.30 am


Dr. Radhika Nayak

Principal

PROFESSOR and PRINCIPAL
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Deendayal Integrated School Complex,
Cujira - Goa.



Assistant Professor Sameera Khan

I.S.A In Charge



ISA II TIME TABLE (REGULAR)

April 2022

T.Y B.COM (SEMESTER VI)

Sr.no	Day/Date	Code	Subject	Timing
1.	Thursday, 28 th April 2022	CC 17	Human Resource Management	9.00 am – 9.15 am
		CC 18	International Economics	9.20 am – 9.35 am
2.	Friday ,29 th April 2022	DSE 5	Advanced Company Accounting	9.00 am – 9.15 am
			Advance Cost Accounting I	
			Financial Management - II	
			Law and Practice of Banking I	
		DSE 6	Accounting I	9.20 am – 9.35 am
			Cost and Management Audit	
			Strategic Management	
			Law and Practice of Banking II	
3.	Saturday, 30 th April 2022	DSE 7	Accounting II	9.00 am – 9.15 am
			Advanced Cost Accounting II	
			Supply Chain & Logistics Management	
			Financial Services	
		DSE 8	Corporate Accounting & Tax Planning	9.20 am – 9.35 am
			Advanced Management Accounting	
			Brand Management	
			Credit and Risk Management	

R. Nayak

Dr. Radhika Nayak

Principal

Bhan

Assistant Professor Sameera Khan

I.S.A In Charge

PROFESSOR and PRINCIPAL
S.S. DEMPO COLLEGE OF
COMMERCE & ECONOMICS,
Deendayal Integrated School Complex,
Cujira - Goa.




**DCT's S.S. DEMPO COLLEGE OF COMMERCE AND ECONOMICS
DEPARTMENT OF BACHELOR OF BUSINESS ADMINISTRATION**

**TERM END ASSESSMENT- TERM 2
Time Table (Academic Year 2021-22)**

Date/Time	10:00 a.m. to 12:00 p.m.	01:00 p.m. to 03:00 p.m.
Thursday 17/02/2022	Human Resource Management 2	Environmental Management
Friday 18/02/2022	Marketing Management 2	Health and Nutrition
Saturday 19/02/2022	Emotional Intelligence	Organisational Behaviour 1
Monday 21/02/2022	Financial Statement Analysis 1	


Dr. Sonya K. Angle
BBA Coordinator




Dr. Radhika S. Nayak
Principal
PROFESSOR and PRINCIPAL
S.S. DEMPO COLLEGE OF
COMMERCE & ECONOMICS,
Deendayal Integrated School Complex,
Cujira - Goa.

**DCT's S.S. DEMPO COLLEGE OF COMMERCE AND ECONOMICS
DEPARTMENT OF BACHELOR OF BUSINESS ADMINISTRATION**

TERM END ASSESSMENT- TERM 5

Time Table SYBBA (Academic Year 2021-22)

Date/Time	10:00 a.m. to 12:00 p.m.	1:00 p.m. to 3:00 p.m.
Wednesday 24/11/2021	Financial Management 1	--
Thursday 25/11/2021	Managerial Economics 1	Business Research Methods 1
Friday 26/11/2021	Management Accounting	Individual & Society
Saturday 27/11/2021	Production & Operations Management 2	Theatre & Drama


Dr. Sonya K. Angle
BBA Coordinator




Dr. Radhika S. Nayak
Principal
PROFESSOR and PRINCIPAL
S.S. DEMPO COLLEGE OF
COMMERCE & ECONOMICS,
Deendayal Integrated School Complex,
Cujira - Goa.

**DCT's S.S. DEMPO COLLEGE OF COMMERCE AND ECONOMICS
DEPARTMENT OF BACHELOR OF BUSINESS ADMINISTRATION**


TERM END ASSESSMENT- TERM 9

Time Table TYBBA (Academic Year 2021-22)

Date/Time	09:30 a.m. to 11:00 a.m.	11:30 a.m. to 01:00 p.m.
Friday 26/11/2021	Labour Laws	Interview Facing Skills
Saturday 27/11/2021	Compensation Management	Critical Thinking
Monday 29/11/2021	Service Marketing	International Relations
Tuesday 30/11/2021	Brand Management	----


Dr. Sonya K. Angle
BBA Coordinator




Dr. Radhika S. Nayak
Principal
PROFESSOR and PRINCIPAL
S.S. DEMPO COLLEGE OF
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Deendayal Integrated School Complex,
Cujira - Goa.

DCT's

S.S. Dempo College of Commerce and Economics, Cujira, Goa

Masters of Tourism and Travel Management (MTTM) Time Table for AY 2021-22

SEA - Appearing for first attempt – Semester II under OA-18A

ROOM S18

Sr. No.	DAY & DATE	TIME	SUBJECT CODE	SUBJECT
1.	Monday 6-06-2022	10:00 a.m. to 12:00 p.m.	TTC-208	Business Research Methods
2.	Wednesday 8-06-2022	10:00 a.m. to 12:00 p.m.	TTC-209	Ethical, Legal and Regulatory Aspects of Tourism
3.	Friday 10-06-2022	10:00 a.m. to 12:00 p.m.	TTC-214	Sustainable Tourism
4.	Monday 13-06-2022	10:00 a.m. to 12:00 p.m.	TTC-211	Accounting for Managerial Decisions
5.	Wednesday 15-06-2022	10:00 a.m. to 12:00 p.m.	TTC-210	Tourism Marketing
6.	Friday 17-06-2022	10:00 a.m. to 12:00 p.m.	TTC-212	Quality Management in Tourism
7.	Monday 20-06-2022	10:00 a.m. to 12:00 p.m.	TTC-213	Entrepreneurial Management in Tourism



Dr. Radhika S. Nayak

PROFESSOR and PRINCIPAL,
S.S. DEMPO COLLEGE OF
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Cujira - Goa.



Dr. Cheryl Venan Dias
Programme Coordinator - MTTM

DCT's

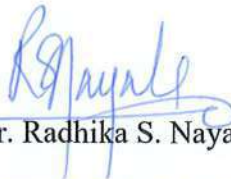
S.S. Dempo College of Commerce and Economics, Cujira, Goa

Masters of Tourism and Travel Management (MTTM) Time Table for AY 2021-22

SEA - Appearing for first attempt – Semester IV under OA-18A

ROOM S17

Sr. No.	DAY & DATE	TIME	SUBJECT CODE	SUBJECT
1.	Monday 6-06-2022	10:00 a.m. to 12:00 p.m.	TTC-417	Event Planning and Management
2.	Wednesday 8-06-2022	10:00 a.m. to 1:00 p.m.	TTO-020	Air Fares and Ticketing
3.	Friday 10-06-2022	10:00 a.m. to 12:00 p.m.	TTO-032	Travel Media and Journalism
4.	Monday 13-06-2022	10:00 a.m. to 12:00 p.m.	TTO-027	Home Stay Management
5.	Wednesday 15-06-2022	10:00 a.m. to 12:00 p.m.	TTO-033	Tourism Products of India
6.	Friday 17-06-2022	10:00 a.m. to 12:00 p.m.	TTO-036	Foreign Language- French Paper II


Dr. Radhika S. Nayak

PROFESSOR and PRINCIPAL
S.S. DEMPO COLLEGE OF
COMMERCE & ECONOMICS,
Deendayal Integrated School Complex,
Cujira - Goa





Dr. Cheryl Venan Dias
Programme Coordinator - MTTM

Time – Table
SEMESTER END EXAMINATION (SEE)
PGDM – EVENT MANAGEMENT SEMESTER – II
EXAMINATION OFFLINE MODE

INSTRUCTIONS TO CANDIDATES:

Instruction to Candidates:

1. Candidates are requested to be present at the examination hall 15 minutes before the commencement of the examination.
2. Before answering, the candidates shall ensure that they have received the appropriate question paper from their respective Block Supervisor as per the requirement.
3. Candidate are forbidden to take any written material or and electronic device (Mobile Phone/Smart Watches) into the examination hall.
4. The written examination will be conducted in the following order.
5. Students are required to take note of the DATE/TIMINGS.
6. Candidates are not allowed to enter examination hall after 30 minutes from the time of commencement of exam and cannot leave the examination hall before 30 minutes from the commencement of exam.

Day & Date	Subject	Time
Thursday 11/08/2022	PDOE001 Integrated Marketing Communications	10:00 a.m. – 01:00 p.m.
Saturday 13/08/2022	PDOE006 Marketing Management	10:00 a.m. – 01:00 p.m.
Tuesday 16/08/2022	PDOE004 Human Resource Management	10:00 a.m. – 01:00 p.m.
Friday 19/08/2022	PDOE002 Product and Brand Management	10:00 a.m. – 01:00 p.m.


Dr. Aruna Mesquita e Noronha

**OFFICIATING PRINCIPAL,
S.S. DEMPO COLLEGE OF
COMMERCE & ECONOMICS,
Deendayal Integrated School Complex,
Cujira - Goa.**



**Vishal Rane
Programme Coordinator**

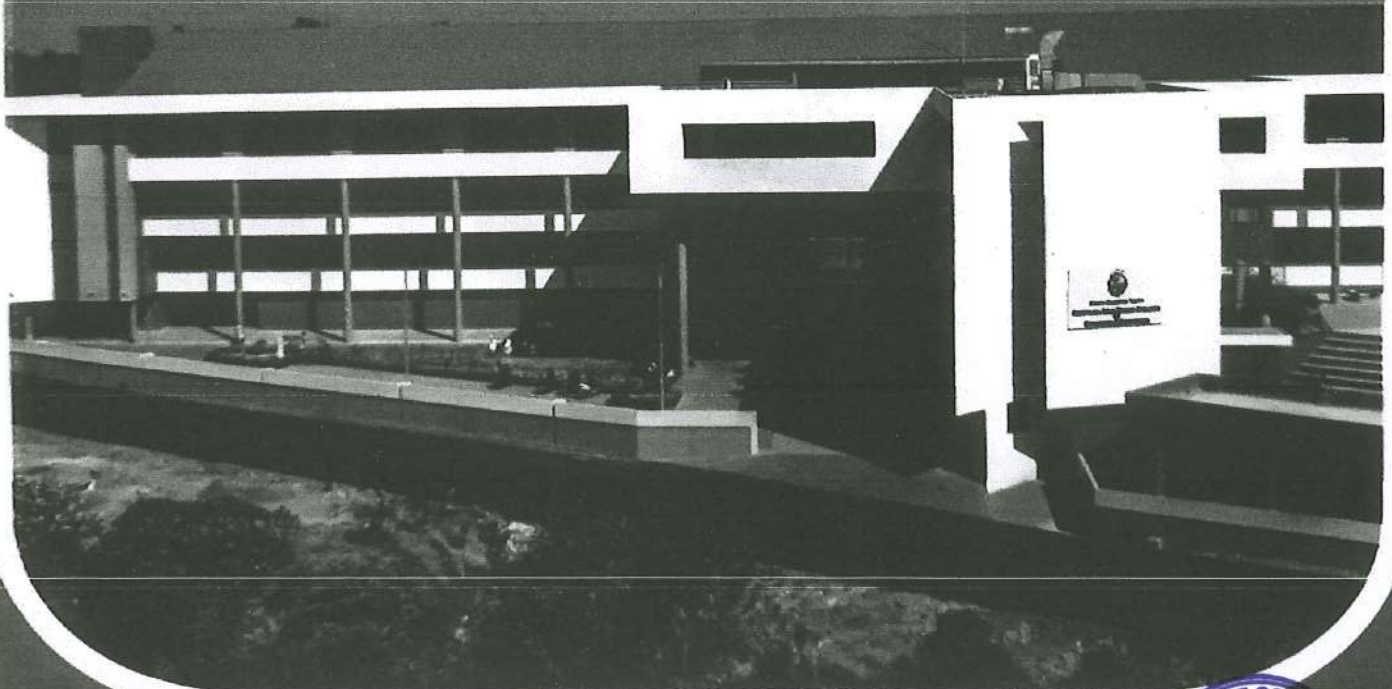


DEMPPO CHARITIES TRUST'S
**S. S. DEMPO COLLEGE OF
COMMERCE & ECONOMICS**

Reaccredited by NAAC at 'A' Grade
(with a CGPA of 3.30)

Deendayal Integrated Education Complex,
Cujira, Bambolim - 403202

PROSPECTUS 2019 - 20



BACHELOR OF COMMERCE

30 **Affiliated to Goa University**

Rules of Conduct & Discipline

The college attaches great importance to good discipline. Disobedience, misconduct, misbehaviour or failure to comply with any of the rules stated below will be severely dealt with:

1. Every student of the college is responsible to the Principal.
2. Every student is expected to come to the college neatly, properly and decently dressed.
3. **Every student must be in possession of a valid identity card. He / she must wear it on campus at all times.**
4. No student is allowed to smoke, consume liquor, drugs or other intoxicants in the college. The students are expected to keep up the good name of the college, even outside the college campus.
5. Silence must be strictly maintained not only in the classrooms but also in the library, reading rooms and corridors of the college.
6. Any student who comes late to the college or is not permitted to attend the lecture by the concerned faculty member should go to the library or reading room and is not to loiter about in the corridors or disturb the classes and office. Any one found loitering is liable to be punished.
7. **ATTENDANCE REQUIREMENTS (As per the Ordinance of Goa University reproduced below): OA-17.3(V) A student, having less than 75% cumulative attendance in a Semester/Term/Year and/or less than 50% attendance in individual paper/course, shall not be eligible to appear for that Semester/Term/Annual Examination. Such student shall have to seek re-admission to the Course/Programme during the subsequent Academic Year/Term/Semester by paying requisite fees. However, such student shall not be treated as fresh applicant for the admission if re-admission is in the same institution.**
8. No student is allowed to attend any class other than his/her own, unless previous sanction is obtained from the Principal / Faculty concerned.
9. No student shall collect / spend any money within the college campus or outside, using the college name in any form without the prior permission of the Principal.
10. Students are strictly prohibited from disfiguring walls, tables, benches, desks etc. Any deliberate damage done to the property of college will be severely dealt with.
11. Prior permission of the Principal must be obtained for the conduct of any student



14th Dec 2019

D.C.T.'s S. S. Dempo College of Commerce & Economics, Panaji Goa

F. Y. B. Com D October 2019 Results

Sr No	Roll Number	Student Name	Fathers Name	Mothers Name	Guardian Name	Remark
1	C18-420	Gouda Priyanka Shivkumar	SHIVKUMAR GOUDA	TARA SHIVKUMAR GOUDA		
2	C18-613	Fernandes Jovi	ANTONIO AGNELO FERNANDES	JOANITA PEREIRA		J.P.R.
3	C19-402	Samiksha	TRUNAL PANDURANG ANGANE	TRUPTI TRUNAL ANGANE		Samiksha
4	C19-403	Pratik Bhimashankar Bansode	Bhimashankar	kamla		Pratik
5	C19-404	Rashid Bavikara Mohammad	B A MOHAMMAD	SHAREEFA MOHAMMAD ✓		Rashid
6	C19-405	Hitesh Bhardwaj	Prem	Poonam Sharma	Poonam Sharma	Hitesh
7	C19-406	Sanroy Savio D'sousa	Walter Ligorio DSousa	Ana Glenis DSousa		Sanroy
8	C19-407	Swizel Liberata De Oliveira	SILVESTRE BEBIANO DE OLIVEIRA	RITA VILMA DE ALMEIDA		Roliveira
9	C19-408	Zeiba Abdul Mazid Dessai	ABDUL MAZID DESSAI	RIZWANA DESSAI		Zeiba
10	C19-409	Ednisha Valanni Dias	TOME DIOGO DIAS	EUFRAZIA RITA JOSEFINA D SOUZA		Ednisha
11	C19-410	Sonali Bikaro Divkar	BIKARO DIVKAR	PRATIMA DIVKAR		Sonali
12	C19-411	Dylan Adam Do Rego	DEAN DO REGO	FRANKLINA LORNA FERNANDES	OLAVO D LIMA FERNANDES	Dylan
13	C19-412	Tejas Arun Fadte	ARUN PURUSHOTTAM FADTE	SHIVANI ARUN FADTE		Tejas
14	C19-413	Aditi Ashokkumar Faterpekar	ASHOKKUMAR ANKUSH FATERPEKAR	AKSHATA ASHOKKUMAR FATERPEKAR		Aditi
15	C19-414	Swizel Anna Fernandes	FERNANDES FRANCIS XAVIER GENOVEVE	FERNANDES LUCIA SYBIL	CECILIA FERNANDES	Swizel
16	C19-415	Diana Maximiano Fernandes	Fernandes maximiano Barnabe	Fernandes Viola Antoneta Schoenfeld	Viola Fernandes	Diana
17	C19-416	Dattaraj Dilip Gaonkar	DILIP GAONKAR	DIKSHA GAONKAR		Dattaraj
18	C19-417	Rahul Guno Gauns	Guno gauns	Suman gauns	Margaretha Gauns	Rahul
19	C19-418	Hiddi Tukaram Gawas	GAWAS TUKARAM	GAWAS JAYA		Hiddi
20	C19-420	Giselle Melicia Gomes	Melvin Gomes	Fatima Maria Quiteria Fernandes		Giselle
21	C19-422	Simran Yeshwant Gudekar	YESHWANT SURESH GUDEKAR	SULAKSHA YESHWANT GUDEKAR	SEJAL PARAB	Simran
22	C19-423	Vrushabh Rajesh Harmalkar	Rajesh Yeshwant Harmalkar	Rajeshree Rajesh Harmalkar		Vrushabh
23	C19-424	Pooja Bimsi Hasamani	BIMSI HASAMANI	SAVITRI HASAMANI		Pooja



D.C.T.'s S. S. Dempo College of Commerce & Economics, Panaji Goa

F. Y. B. Com D		October 2019 Results			Guardian Name	Remark
Sr No	Roll Number	Student Name	Fathers Name	Mothers Name		
24	C19-425	Harsh Jethaji	Bhanu Sucroji Jethaji	Reshma Bhanu Jethaji	Bhanu S. Jethaji	✓
25	C19-426	Aditi Ashok Kamat	Ashok Narayan Kamat	Anjali Ashok Kamat	Randab Kankonkar	✓
26	C19-427	Shubham Shrikant Kankonkar	KANKONKAR SHRIKANT	KANKONKAR ASHA		✓
27	C19-428	Akansha Nagu Kankonkar	NAGU KANKONKAR	KALPANA KANKONKAR		✓
28	C19-429	Neha Vassant Kankonkar	VASSANT KANKONKAR	JASMINE KANKONKAR		✓
29	C19-430	* Laxmikant (Name to be corrected)	Laxmikant khandeparkar	Sulaksha khandeparkar	Suchitra khandeparkar	✓
30	C19-431	Yeusha Ramakant Kundaikar	RAMAKANT KUNDAIKAR	REEMA KUNDAIKAR		✓
31	C19-432	Akshata Anant Kuttikar	ANANT VISHU BARRETTO	ANUSHA ANANT BARRETTO	ABHISHEK KUTTIKAR	✓
32	C19-433	Cressida Clareta Lourenco	JOAQUIM LOURENCO	ROSADA FERNANDES		✓
33	C19-434	Akshata Umshankar Madiwal	Umashankar Madiwal	Ganga Madiwal		✓
34	C19-435	Vignesh Subray Mandrekar	Subray Krishna Mandrekar	Sugandha Subray Mandrekar	Omkar Mandrekar	✓
35	C19-436	Raj Anant Mardolkar	ANANT MARDOLKAR	ANITA MARDOLKAR		✓
36	C19-437	Sanket Pramod Mayenkar	Pramod Sagun Mayekar	Shushma Pramod Mayekar		✓
37	C19-438	Kiran Pradip Mayenkar	Pradeep Mayenkar	Sujan Mayenkar		✓
38	C19-440	Sejal Gangadhar Nagzarkar	NAGZARKAR GANGADHAR	NAGZARKAR SEEMA		✓
39	C19-441	Yash Shankar Naik	Shankar Naik	Shrushti Naik		✓
40	C19-442	Aman Nirban	Akram Nirban	Farzana Nirban	Tahir Khan	✓
41	C19-443	Shreya Sadanand Pagoji	SADANAND PAGOJI	URMILA PAGOJI		✓
42	C19-444	Kumarjit Pal	NIRMAL PAL	KANCHAN PAL		✓
43	C19-445	Yashvi Kishorkumar Patel	Kishorkumar Patel	Diksha Patel	Somesh patel	✓
44	C19-446	Rahul Abel Prabhu	SYLVESTER PRABHU	RODRIGUES E PRABHU		✓
45	C19-448	* Prasad	JOGENER PRASAD	LAXMI PRASAD	ANUP PRASDA	✓
46	C19-449	Yashita Ajit Priolkar	AJIT RANU PRIOLKAR	ANJITA AJIT PRIOLKAR		✓



47	C17-549	Mandrekar Omkar Subhash	SUBHASH MANDREKAR	SUGANDHA MANDREKAR		Jew.
48	C17-550	Martins Pavan Suresh	suresh martins	Sunita martins		
49	C17-552	Naik Gaurav Nandkumar	NANDKUMAR GOPAL NAIK	NIKITA NAIK		
50	C17-553	Naik Gaurish Prashant	PRASHANTSONU NAIK	PRATIKSHA PRASHANT NAIK		
51	C17-554	Naik Sainil Suresh	SURESH ANANT NAIK	SUPRIYA SURESH NAIK		
52	C17-555	Naik Shidhart Naru	NARU NAIK	NANDINI NAIK		
53	C17-556	Nevrekar Vinayak Alias Vrushabh M.	MADHAV NEVREKAR	VARSHA NEVREKAR		Mehumala
54	C17-557	Nipanekar Mayur Mahadev	MAHADEV VASUDEV NIPANEKAR	MEGHA MAHADEV NIPANEKAR		Megha Nipanekar
55	C17-558	Patil Girish Ravindra	Ravindra Govind Patil	Mrs Geeta Ravindra Patil		
56	C17-559	Patil Yeshuraj Sanjay	SANJAY PATIL	NAGAMMA PATIL	VIRUPAKSH MANIMATH	STISHI
57	C17-560	Priolkar Rohidas Sadashiv	SADASHIV PRIOLKAR	SANCHAYA PRIOLKAR		Geeta
58	C17-561	S Santhosh Kumar	P SIVRAMAN	S SUDHA		Seema
59	C17-562	Sharma Ashirwad Arun	ARUN KUMAR SHARMA	SEEMA ARUN SHARMA		Seema
60	C17-563	Shirke Mandar Mahadev	MAHADEV SABAJI SHIRKE	SUSHILA MAHADEV SHIRKE		Shirke
61	C17-564	Shirodkar Ekanj Manoj	MANOJ SHIRODKAR	SHANTI SHIRODKAR		Shirodkar
62	C17-565	Suryarao Sardessai Rudraksh Ravindra	RAVINDRA SARDESSAI	JAYA SARDESSAI		Sardesai
63	C17-566	Makandar Zuhid Shabir	SHABIR MAKANDAR	GULSHAN MAKANDAR	ZOHRA	Gulsh



shall be as follows:

a) Question No. 1 in each paper shall comprise of objective/short answer type questions covering the entire syllabus. The question should be compulsory question without any internal options and should carry 20 marks.

b) Questions 2 to 8 shall be of 16 marks each covering the entire syllabus. They should be based on theory and problems as the case may be. Candidates appearing at the examination should be required to attempt any Five of these Seven questions.

(v) Pattern of question papers in subjects at T.Y.B.A. and B.Com. examination (except for those subjects for which the respective Boards of Studies have prescribed a different pattern of question paper).

a) Question No. 1 shall comprise of Objective/Short answer type questions covering the entire syllabus. It shall be a compulsory question without any internal options and shall carry 20 marks.

b) Question No. 2 to 6 should be of 16 marks each and based on the entire syllabus laying equal stress on all topics. Each question shall have one internal option.

vi) Pattern of question papers in subjects at T.Y.B.Sc. examinations: For T.Y.B.Sc. examination there shall be six questions in each paper. Question No. 1 is compulsory and carries 20 marks. It comprises of objective/short answer type questions covering the entire syllabus. Question No. 2 to 6 should be of 16 marks each and based on the entire syllabus and each question shall have only one internal option.

OC-8.16 (a) To pass the examination at T.Y.B.A./B.Sc/B.Com. a candidate must obtain a minimum of 30% marks in each paper/head of passing and 40% in the aggregate. For subjects having practical, each theory paper in that subject shall be considered as separate head of passing except in Computer Science, where each paper comprising of theory and practical shall be considered as separate head of passing.

(b) A candidate may apply for revaluation as per OA-5.15.

OC-8.17 Class shall be awarded in F.Y., S.Y. and T.Y. of B.A., B.Com. and B.Sc. examinations on the following basis:

40% and above but less than 50%	Pass Class
50% and above but less than 60%	Second Class
60% and above but less than 70%	First Class
70% and above	Distinction

OC-8.18 **College Examination Committee, College Unfair Means Committee and College Grievance Committee**

The following committees shall be constituted by the Principal of the college for the terms mentioned against each of them and shall work subject to control and supervision of the Principal.

1) College Examination Committee	- 1 year
2) College Unfair Mean Committee	- 1 year
3) College Grievance Committee	- 1 year

- (A)(1) The college Examination Committee shall consist of:
- i) One Head of Department who shall be the Chairman
 - ii) Two or Four Senior teachers (in addition to the Chairman)
- (2) This Committee shall be generally in-charge of all matters pertaining to F.Y. and S.Y.B.A., B.Com., and B.Sc. examinations in the College.
- (3) The Committee shall prepare the examination time-table, arrange to get the question paper sets printed or cyclostyled and answer books assessed. The Committee shall arrange to get the results prepared, settled, announced and individual statement of marks prepared and issued to the candidates.
- (B)(1) The College Unfair Means Inquiry Committee (CUMIC) shall be constituted with the following members.
- i) Vice-Principal or a senior teacher as Chairman.
 - ii) Two more teachers who shall be the member of the College Examination Committee.
- (2) This committee shall investigate into the cases of unfair means and malpractices reported in a manner prescribed by OC-8.19 and shall recommend to the Principal a course of action as prescribed in OC-8.19.
- (C)(1) The College Grievance Committee shall be constituted as under:
- i) Vice-Principal/Senior Member of teaching staff as Chairman, provided that he is not the Chairman of CUMIC.
 - ii) Two teachers who are members of CUMIC and the College Examination Committee.
 - iii) In case the Grievance concerns any member of the committee, the Principal shall reconstitute the committee, excluding the concerned member.
- (2) This committee shall investigate into written complaints from the students referred to them by the Principal in the conduct of examinations and recommend a course of action to the Principal as prescribed in OC-8.20.

OC-8.19 Procedure for investigating cases of unfair means:

The following procedure shall be followed for investigating the cases of candidates alleged to have used unfair means at the First Year and/or Second Year B.A., B.Com., and B.Sc. examinations.

(1) The candidate be served with a show cause notice and made aware of the charges/allegations reported against him so as to enable him to prepare his defence at the time of his appearance before the Unfair Means Inquiry Committee and informing him thereby of the proposed action to be taken in his case, with a request to bring reply to the show cause notice as to why the action proposed under it should not be taken against him.

(a) The reply received by the Committee from the candidate when he appears before it be considered by the Committee and the final recommendation in the matter be taken and reported to the Principal for his approval.

(b) The punishment finally awarded can be equal to or less than what is mentioned in the show cause notice, but not more than what is mentioned therein.

(c) The College Unfair Means Inquiry Committee is a recommendatory body. The Principal has to exercise his power under Statute SB-13(iv) of the University and issue final order.

(d) The broad category of malpractice and the quantum of punishment for each category thereof shall be as follows:

Nature of Malpractice Quantum of punishment.
Cancellation of the present examination. (This will apply to all categories) plus debarring from:

i) Possession of copying material	i) One additional Examination.
ii) Actual copying,	ii) Two additional Examinations.
iii) (a) Smuggling out and in of University/College answer books.	iii) a) Three additional examinations.
b) Smuggling of answer-books and Forging the signature of Junior Supervisor.	(b) and (c) Four additional examinations.
c) Smuggling in of full answer books based fully on question paper itself.	
(iv) Impersonation	iv) Five additional examinations or for five years whichever is less.

Besides these guidelines, each case be examined in detail and punishment awarded on the merit of each case.

OC-8.20 Procedure for investigation of Grievances by the College Grievances Committee

1) The Committee shall consider the written complaint by a student on the conduct of examination provided that (i) the complaint is submitted by the student within 15 days after the declaration of results; (ii) the complain is accompanied with a fee of Rs. 100/- (refundable if the complaint is found genuine); and (iii) the matter is referred to the Committee by the Principal. The Committee shall invite a reply to the allegations, if any, made by the student from the concerned party.

2) After considering the reply of the concerned party, the committee shall recommend a course of action in writing to the Principal.

3) (effective from 14th July, 2005) The Principal may inform the student, the findings of the Committee and shall take appropriate action including reassessment of the said answer book. However, if the marks are reduced after revaluation of the said answer book the original marks shall be retained and the student to be communicated that there is no change in his/her result.

4. Imposition of fine of Rs. 50.00 on the student may be done if the allegations are found to be a deliberate attempt at casting aspersions on the teacher.

OC-8.21 The affiliated Colleges in Arts, Science and Commerce shall follow instructions for guidance of the Senior Supervisors and Block Supervisors as stipulated in OA-5.14 and OA-5.15 of the Goa University.

OC-8.22 In the event of a conflict between provision or interpretations thereof, the Standing Committee constituted under this Ordinance shall be final authority to interpret and decide the

DCTs S.S. Dempo College of Commerce & Economics

COMMITTEE LIST FOR THE ACADEMIC YEAR 2021-22

Sr. No	Committee and Members	Designation
Statutory Committees		
1	<p><u>Examination Committee</u> Dr. Vinod Joshua Nikhil Varerkar Anand Naik Panvelkar</p> <p><u>Sub-Committee for Results</u> Vibha Angle Reshma Angle Valerie Fernandes Veerani Naik</p> <p>Technical Assistance: Pritam Naik</p>	Chairperson Member Member In-Charge Member Member Member Data entry assistant
2	<p><u>Unfair Means Inquiry Committee</u> Derina Dourado Nikhil Varerkar Dr. Vinod Joshua</p>	Chairperson Member Member
3	<p><u>College Grievance Committee</u> Dr. Aruna Mesquita e Noronha Nikhil Varerkar Dr. Vinod Joshua</p>	Chairman Member Member
4	<p><u>Students Council Committee</u> Nutan Nayak Soniya Chodankar Dr. Mamata Kane Akshay Naik Aparna Rege Yash Prabhugaonkar Dr. Michael Dias Vishal Rane</p>	Chairman Member Member Member Member Member Member Member
5	<p><u>Committee for Prevention of Sexual Harassment (for students)</u> Sameera Khan Vibha Angle Prachi Khandeparkar - NGO Representative Ladies Representative Anushka Laad – College Counsellor</p>	Chairperson Member Member Member Member
6	<p><u>Anti-Ragging Committee</u> Dr. Radhika S. Nayak - Principal Dr. Aruna Mesquita e Noronha – Vice Principal Dr. Sonya Angle Dr. Prisca Braganza Uday Kamat - Administrative Head (college office)</p>	Chairperson Member In-charge Member Member Admin



R. Nayale
 S. P. D. ...
 Deendayal Integrated School Complex,
 Cujira - Goa.

	PTA Chairperson Prachi Khandeparkar -NGO Representative PI, Agassaim Police Station General Secretary FY UCR Anushka Laad- Counsellor <u>Anti-Ragging Squad</u> Anjali Bhide Dr Michael Dias Anand Naik Panvelkar Gautami Karapurkar, Head Clerk General Secretary Gender Champions	Member (ex-officio) Member Member (ex-officio) Member Member Member Chairperson Member Member Ex-officio Member Ex-officio Member Ex-officio Members
7	<u>Internal Quality Assurance Cell (IQAC)</u> Dr. Radhika S. Nayak Dr. Aruna Mesquita e Noronha Nutan Nayak Dr Sangeeta Chakrabarty Gauri Tamba Nikhil Varekar Anand Naik Panvelkar Dr. Sonya Angle Namrata Wagle Anjali Bhide Uday Kamat Gautami Karapurkar, Head Clerk Ignacio Zuzarte	Principal and Chairperson Vice-Principal Coordinator Assistant Coordinator Faculty Representative Faculty Representative Faculty Representative & NAAC Coordinator Faculty Representative Faculty Representative Librarian Administration Administration Administration
Academic Support Committees		
1	<u>ISA Committee</u> Sameera Khan Ram Gaonkar Suraj Parmekar Manalee Sinari	In-Charge Member Member Member
2	<u>Attendance Committee</u> Derina Dourado Veerani Naik	In-Charge Member
3	<u>Project Paper Committee (TYBCom)</u> Dr. Deepali Churi Marlow Lawrence Sonal Undakotti Pritam Naik	in-Charge Member Member Data Entry Assistant
General Administration		
1	<u>Staff Secretary</u> Odilia Lopes Abhisha Naique	Staff Secretary Addl. Staff Secretary



RSM

GRIEVANCE COMMITTEE REPORT - JUNE 2022

17 applications were received for General Verification and 21 applications for Personal Verification with respect to Semester V Examinations held in February 2022.

There was a change in marks in the following cases:

Sr. No.	Semester	Seat No.	Name	Subject	Original	Revised
1	V	5150	Aman Nirban	Industrial Management	06	07
2	V	5173	Chaitali Pednekar	Industrial Management	24	26
3	V	5133	Aditya Anand Rege Hodarkar	Industrial Management	24	25
4	V	5149	Aman Kumar Singh	Industrial Management	19	21
5	V	5131	Aditi Faterpekar	Industrial Management	20	21
6	V	5161	Apeksha Mamlekar	Industrial Management	20	22
7	V	5128	Abhishek Vishal Panikar	Industrial Management	8	10

The due process of verification of marks was followed post declaration of results of the Semester V examination held in February 2022.

Students who were dissatisfied with the verification process have applied to the college grievance committee with a request for revaluation of the semester V answer scripts in 'Industrial Management'.

The Grievance committee looked into the grievances pertaining to the assessment of answer scripts of the specified paper of the students who applied for the same following the due process.

The Grievance committee did not find any merit in the claims made with regard to the evaluation of the answer scripts in the said paper.


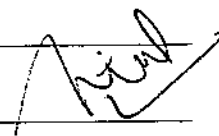
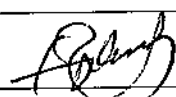
The College Grievance committee maintains that the valuation in the answer scripts of 'Industrial Management' pertaining to the semester V examination held in February 2022, have been found to be fair and just and therefore, no further changes are recommended.

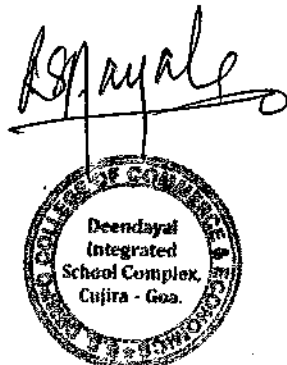
College Grievance Committee

Dr Aruna Mesquita e Noronha

Nikhil M. Varerkar

Dr Vinod Joshua



GRIEVANCE COMMITTEE REPORT - NOVEMBER 2021

3 applications were received for general verification and 1 application for personal verification towards Semester V and Semester VI Examination held in July 2021.

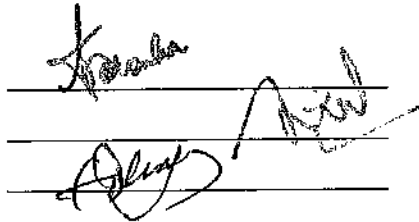
There was no change in marks in their respective subjects.

College Grievance Committee

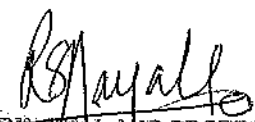
Dr Aruna Mesquita e Noronha

Nikhil M. Varkerkar

Dr Vinod Joshua






PRINCIPAL AND PROFESSOR
S.S. DEMPO COLLEGE OF
COMMERCE & ECONOMICS,
Deendayal Integrated School Complex,
Cujira - Goa.

- (ii) Grade Sheet shall be issued by the University or College / Institution to the student, at the end of the Semester or Trimester, as the case may be, stating Credits for each Course, marks, grades, grade points and Semester / Trimester Grade Point Average.
- (iii) At the end of the Programme, Grade Sheet shall be issued by the University to the student, indicating marks, grades, grade points, Cumulative Grade Point Average and the corresponding overall Grade.
- (iv) The scores obtained by the students in each of the Programmes shall be handed over to the Controller of Examinations for declaration of results and printing of Final grade sheets.
- (v) A student who fails or who desires to improve grades shall re-register for the same Course or another Course in the same category.

OA-24.9 Academic Audit Committee (AAC)

- (i) There shall be an AAC to assess the manner in which classes are conducted and the method as well as the content of evaluation of each Course of each term.
- (ii) The Chairperson shall be appointed by the Vice Chancellor for a period not exceeding three years, for the University and each College. The remaining members of the committee are to be selected by the Chairperson from a master panel approved for the purpose. The Committee shall consist of at least three members of which at least two will be from outside the University / College, as the case may be. At least one member should be from the corporate sector and one from a premier Institution.
- (iii) The AAC shall meet at least once in a year and submit the report to Vice Chancellor. Vice Chancellor may forward the same to Board of Studies for consideration.

OA -24.10 Grievance Committee

- (i)(a) There shall be a Grievance Committee of three teachers from the Department for matters related to examination and evaluation.
- (b) The Committee shall be constituted at the commencement of every Academic Year. The Vice-Chancellor / Principal shall appoint one of the three as Chairperson.
- (c) No Teacher against whom a grievance is made shall participate in the meetings of the Committee.
- (ii) The Grievance Committee shall examine and decide on the grievances relating to the marking of answer-scripts/evaluation of tests of the students. However, it may also consider any other matter.
- (iii)(a) A student shall address his/her grievance(s) to the Head of Department /Programme Coordinator, who shall place the same before the DC / Equivalent Body for redressal. If the grievances are for the Course(s) taught by the Head

of the Department / Programme coordinator, the grievances shall be addressed to the Dean / Principal.

- (b) If the student continues to feel aggrieved, the grievance application shall be referred to the Grievance Committee by the DC / Equivalent Body.
- (iv) If the Grievance Committee finds that there is a prima facie case, it may refer the respective answer-scripts/ assignments, to an expert outside the University/College, for which the student shall have to pay the prescribed fee. The result of such an evaluation shall be final and binding.
- (v) The decision of the Grievance Committee shall be communicated to the student within one month of his/her filing of the grievance.

DCT's

S.S. Dempo College of Commerce and Economics, Cujira, Goa
Bachelor of Business Administration (BBA Department)

GRIEVANCE COMMITTEE AY 2021-22

BBA

The following faculty members are appointed as Grievance Committee for the BBA Programme for the academic year 2021-22, and will be governed by the Goa University Ordinance OA-24.

Faculty Name

Chairperson – Dr. Sonya K Angle, Programme Coordinator


Member- Assistant Professor, Ms. Mamata Kane

Member-Assistant Professor, Ms. Krupa Pednekar

A student shall address his/her grievance(s) to the Programme Coordinator, who shall place the same before the grievance committee.

If the grievances are for the course(s) taught by the Programme Coordinator, the grievances shall be addressed to the Principal.

The decision of the Grievance Committee shall be communicated to the student within one week of his/her filing of the grievance.


Dr. Radhika S. Nayak
PROFESSOR and PRINCIPAL
S.S. DEMPO COLLEGE OF
COMMERCE & ECONOMICS,
Deendayal Integrated School Complex,
Cujira - Goa.



Dated: 2nd September, 2021

DCT's

S.S. Dempo College of Commerce and Economics, Cujira, Goa

GRIEVANCE COMMITTEE REPORT

ACADEMIC YEAR 2021-22

Department/Programme Name BBA

Report on Examination Grievances Handled for the AY _____

Sr. No.	Total Written Complaints Received	Type of Examination Grievance	Resolution	Total Number of Days to Resolve
	NIL	-	-	-

Faculty In charge

Dr. Sanyal K. Nigla

Name:

BBA Coordinator

Signature:



of a degree. On any account a student shall not be allowed to register for less than 10 Credits and more than 25 Credits in a Semester.

- OA-18.9** There shall be an audit of the Academic Programme(s) of each Department of the University or College, annually conducted by an Academic Audit Committee (AAC). For this purpose, an AAC shall be constituted for each Faculty.
- OA-18.9.1** The AAC consisting of three members who shall be nominated by the Vice-Chancellor from the panel of experts prepared by the BoS and approved by the Academic Council.
- OA-18.9.2** The audit shall be conducted at the end of every Academic Year, within two months after the declaration of results.
- OA-18.9.3** The conduct of the academic audit by the AAC shall comprise:
- (1) Review of question papers of the assessments held during the preceding year/Semester:
 - (a) to determine the adequacy of coverage of the syllabus and
 - (b) to determine the standard of questions in relation to the syllabus.
 - (2) Review of sample answer scripts to check for objectivity and uniformity of assessment.
 - (3) Scrutiny of the records of ISA and SEA maintained by the Department, in order to determine the suitability and adequacy of the methods of assessment. However, in case of the Programmes which are offered both at Goa University campus and at affiliated Colleges, scrutiny shall be of records of ISA for Core Courses, and ISA and SEA for Optional Courses maintained by the Department and Colleges.
 - (4) Evaluation and suggestion of remedial measures on the basis of feed-back obtained from the students.
- OA-18.9.4** The AAC shall prepare a report and submit the same to the Vice-Chancellor, who, after making necessary observations, shall forward the same to the BoS of the concerned subject. The BoS shall make suitable recommendations to the DC/DFC for implementation.
- OA-18.9.5** The CoE shall coordinate the meeting of the AAC.
- * **OA-18.10** There shall be a Grievance Committee of five teachers from different Faculties and the same shall be constituted at the commencement of every academic year. The Vice-Chancellor shall appoint a Chairperson from among the five. No teacher against whom a grievance is made shall participate in the meetings of the Committee.
- OA-18.10.1** The Grievance Committee shall examine and decide on the grievances relating to the marking of answer-scripts/evaluation of tests of the students. The Committee may also consider any other matter related to examination and evaluation.
- OA-18.10.2** A student shall address his/her grievance(s) to the HoD/ Principal, who shall place the same before the DC/DFC for resolution. If the grievances are in the Course(s) taught by the Head of the Department, the grievances shall be addressed to the Dean of the Faculty.

- OA-18.10.3** If the student continues to feel aggrieved, the grievance application shall be referred by the Departmental Council to the Grievance Committee.
- OA-18.10.4** If the Grievance Committee finds that there is a *prima facie* case, it may refer the respective answer-scripts/ assignments, to an expert outside the University, for which the student shall have to pay the prescribed fee. The result of such an evaluation shall be final and binding.
- * **OA-18.10.5** The decision of the Grievance Committee shall be communicated to the student within one month of his/her filing of the grievance.
- OA-18.11** There shall be a Coordination Committee for the Credit-based Masters Programme, with representatives of all Faculties.
- OA-18.11.1** The Vice-Chancellor shall appoint a Coordination Committee which shall comprise a Dean of a Faculty of University Departments as Chairperson and four members from various Faculties other than that of the Dean. The Committee shall be assisted by the Academic Section of the University.
- OA-18.11.2** The Committee shall coordinate implementation of the Credit-based Masters Programme, and resolve anomalies arising during the implementation of the Programme. The Committee shall draw a common time-table for Optional Courses offered across the Departments, so as to enable students to opt for various Courses.
- OA-18.11.3** The Committee shall consider suggestions received from students, HoDs, Faculty members, BoS, Faculty Boards and the Examination Section, and recommend modification of existing provisions or introduction of new provisions.
- OA-18.11.4** At the end of the teaching of every Semester there shall be an assessment of the teacher, the Course-taught and of the overall Programme by the student(s), the records of which shall be retained by the Internal Quality Assurance Cell (IQAC).

Ordinance OA-18 governing the M.A., M.Sc. and M.Com. Programmes of study conducted by the on-campus Departments of the Goa University and its affiliated colleges in the Faculties of Languages and Literature, Social Sciences, Natural Sciences, Life Sciences and Environment, and Commerce, based on the Choice Based Credit System of Instruction (Effective from 6th June, 2016).

- OA-18** Ordinance governing the M.A., M.Sc. and M.Com. Programmes of study conducted by the on-campus Departments of the Goa University and its affiliated colleges in the Faculties of Languages and Literature, Social Sciences, Natural Sciences, Life Sciences and Environment, and Commerce, based on the Choice Based Credit System of Instruction (Effective from 6th June, 2016).
- OA-18.1 General**
The eligibility, procedure and conditions for admission to the M.A., M.Sc. and M.Com. Programmes and the rules governing (i) reservation of seats in each

DCT's

S.S. Dempo College of Commerce and Economics, Cujira, Goa

P.G. Department of Commerce

GRIEVANCE COMMITTEE AY 2021-22

MCom (Master of Commerce)

The following faculty members are appointed as Grievance Committee for the MCom (Master of Commerce) Programme for the academic year 2021-22, and will be governed by the Goa University Ordinance OA-18A.

Faculty Name

Asst. Prof. Namrata S Wagle – Programme Coordinator

Asst. Prof. Sneha S – Faculty

Any grievances related to the internal and external examinations conducted in the department have to be conveyed to the grievance committee in writing. The ISA marks of the students will be made known to the students before conducting the SEA. The students will be allowed to examine their own SEA answer booklets after correction and before sending it to Goa University for declaration of results. The turn-around time for any grievance will be three days from the receipt of the written complaint.


Dr. Radhika S. Nayak

PROFESSOR and PRINCIPAL
S.S. DEMPO COLLEGE OF
COMMERCE & ECONOMICS,
Deendayal Integrated School Complex,
Cujira - Goa.



Dated: 7th September, 2021

DCT's

S.S. Dempo College of Commerce and Economics, Cujira, Goa

GRIEVANCE COMMITTEE REPORT

ACADEMIC YEAR 2021-22

Department/Programme Name MCom

Report on Examination Grievances Handled for the AY 2021-22

Sr. No.	Total Written Complaints Received	Type of Examination Grievance	Resolution	Total Number of Days to Resolve
	NIL			

Faculty In charge

Name: Namrata Wajle

Signature: [Signature]



DCT's

S.S. Dempo College of Commerce and Economics, Cujira, Goa

P.G. Department of Tourism Studies

GRIEVANCE COMMITTEE AY 2021-22

Master's of Tourism and Travel Management (MTTM)


The following faculty members are appointed as Grievance Committee for the Master's of Tourism and Travel Management Programme for the academic year 2021-22, and will be governed by the Goa University Ordinance OA-18A.

Faculty Name

Dr. Cheryl Venan Dias – Programme Coordinator

Asst. Prof. Yash Prabhugaonkar – Faculty

The students to note that the ISA Scores will be displayed on the classroom notice board one week prior to the Semester End Examinations, any grievances related to the internal and external examination have to be given to the faculty in writing. The students will be allowed to examine their own SEA answer booklets after correction and before sending it to Goa University for declaration of results. The turn-around time for any grievance will be three days from the receipt of the written complaint.


Dr. Radhika S. Nayak
PROFESSOR and PRINCIPAL
S.S. DEMPO COLLEGE OF
COMMERCE & ECONOMICS,
Deendayal Integrated School Complex,
Cujira - Goa.



Dated: 5th February, 2022

DCT's
S.S. Dempo College of Commerce and Economics, Cujira, Goa
GRIEVANCE COMMITTEE REPORT
ACADEMIC YEAR 2021-22

Department/Programme Name MTTM

Report on Examination Grievances Handled for the AY _____

Sr. No.	Total Written Complaints Received	Type of Examination Grievance	Resolution	Total Number of Days to Resolve
	NIL	-	-	-

Faculty In charge

Name: Dr. CHERYL VENAN DIAS

Signature: 



- (v) The best Course-wise performance of the candidate shall be considered for the final grade.
- (vi) A fresh grade/mark sheet shall be issued only if there is an improvement in grades.

OA-27.10 Grievance Committee

- (a) There shall be a Grievance Committee of five teachers from the Faculty of Commerce and Management and Colleges and the same shall be constituted at the commencement of every academic year. The Vice-Chancellor shall appoint a Chairperson from among the five. No teacher against whom a grievance is made shall participate in the meetings of the Committee.
- (b) The Grievance Committee shall examine and decide on the grievances relating to the marking of answer-scripts/evaluation of tests of the students. The Committee may also consider any other matter related to examination and evaluation.
- (c) A student shall address his/her grievance(s) to the HoD/ Principal, who shall place the same before the DC/DFC for resolution. If the grievances are in the Course(s) taught by the Head of the Department, the grievances shall be addressed to the Dean of the Faculty.
- (d) If the student continues to feel aggrieved, the grievance application shall be referred by the Departmental Council to the Grievance Committee.
- (e) If the Grievance Committee finds that there is a prima facie case, it may refer the respective answer-scripts/ assignments, to an expert outside the University, for which the student shall have to pay the prescribed fee. The result of such an evaluation shall be final and binding.
- (f) The decision of the Grievance Committee shall be communicated to the student within one month of his/her filing of the grievance.

OA-27.11 Coordination Committee

- (a) There shall be a Coordination Committee for the Credit-based Masters Programme, with representatives of Faculty of Commerce and Management and Colleges.
- (b) The Vice-Chancellor shall appoint a Coordination Committee which shall comprise a Dean of a Faculty of Commerce and Management as Chairperson and four members from Colleges and the Faculty other than the Dean. The committee shall be assisted by the Academic Section of the University.
- (c) The Committee shall coordinate implementation of the Credit-based Masters Programme, and resolve anomalies arising during the implementation of the Programme.
- (d) The Committee shall consider suggestions received from students, HoDs, Faculty members, BoS, Faculty Boards and the Examination Section, and recommend modification of existing provisions or introduction of new provisions.

OA-27.12 Feedback

At the end of the teaching of every Semester there shall be an assessment of the teacher, the Course-taught and of the overall Programme by the student(s), the records of which shall be retained by the Internal Quality Assurance Cell (IQAC).

OA-28 relating to Common Ordinance governing (a) the Post Graduate Diploma Programme, and (b) the Advanced Post-Graduate Diploma Programme, Certificate

DCT's S.S. Dempo College of Commerce and Economics, Cujira, Goa
Department of Integrated Masters of Commerce (IMCom)

GRIEVANCE COMMITTEE AY 2021-22

Dated: 8th October 2021

The following faculty members are appointed as Grievance Committee for the IMCom Programme for the academic year 2021-22, and will be governed by the Goa University Ordinance OA-27A.


Faculty Name

Asst Prof. Ashfa Shaikh-Course Coordinator

Asst. Prof. Aparna Rege Hodarkar – Faculty

Asst. Prof. Siddesh Morajkar-Faculty




Dr. Radhika S. Nayak
PROFESSOR and PRINCIPAL
S.S. DEMPO COLLEGE OF
COMMERCE & ECONOMICS,
Deendayal Integrated School Complex,
Cujira - Goa.

DCT's
S.S. Dempo College of Commerce and Economics, Cujira, Goa
GRIEVANCE COMMITTEE REPORT
ACADEMIC YEAR 2021-22


Department/Programme Name: Integrated Masters of Commerce (I.M.Com.)

Report on Examination Grievances Handled for the AY 21-22

Sr. No.	Total Written Complaints Received	Type of Examination Grievance	Resolution	Total Number of Days to Resolve
1	0	NA	NA	NA

Faculty In charge

Name: Asst. Prof. Ashfa Shaikh

Signature: 



OB-25.9 (effective from 5th June, 2006) PREPARATION OF PANELS FOR APPOINTMENT OF EXAMINERS AND EXPERTS

The panels of examiners and experts shall be drawn by BOS to evaluate both core and optional papers. The appointment of examiners shall be as per OB-4.

OB-25.10 (effective from 5th June, 2006) SCRUTINY OF QUESTION PAPER

Question papers set by the external examiner shall be scrutinize by Chairman, BOS in consultation with the concerned subject experts and submitted to the Controller of Examinations.

OB-25.11 (effective from 5th June, 2006) ACADEMIC AUDIT

Academic Audit shall be conducted as per the existing Ordinance OB-10.27 of the University

OB-25.12 (effective from 5th June, 2006) GRACING

Grace marks will be allotted as per the existing ordinance OA-5.16 of the university.

OB-26 Amendment to Ordinance OB-26 (effective from 6th June, 2006-07 onwards) relating to Common Ordinance governing (a) the Post Graduate Diploma Courses, and b) the advanced Post Graduate Diploma Courses, certificate courses in specialized fields/areas/subjects offered at the Post-Graduate teaching Departments and at affiliated colleges/recognized institutions of Goa University.

OB-26.1 (effective from 6th June, 2006) Objectives

Post Graduate Diploma (PGD) course, Advanced Post Graduate Diploma (APGC) Courses and certificate courses are intended to impart instruction and training to candidates in specialized and emerging fields/area for human resource development etc. These courses are also intended to develop capacity building for teaching and research in emerging areas.

OB-26.2 (effective from 6th June, 2006) Eligibility for admission:

(I) To be eligible for admission to the programme leading to the award of Post Graduate Diploma (PGD) and certificate courses in a subject/course area/ field, the candidate must have passed Bachelor's Degree examination of this University or equivalent examination of any other recognized University, securing a minimum of 45% marks on aggregate or equivalent Grade or as specified for a specific course/programme.

(II) To be eligible to admission to the programme leading to the award of Advanced Post Graduate Diploma (AGPD) in a subject/areas, the candidate must have passed Master's Degree examination in relevant subject of this University or equivalent examination of any other recognized university, securing a minimum of 45% marks or equivalent Grade, or as specified for a specific programme.

Note: List of the relevant subjects for a given programme/course/paper shall be notified by the University at the time of announcement for the admission to the course/programme.

(III) **(effective from 6th June, 2013)** If a student enrolls for a diploma programme but completes only one semester of the programme and intends to discontinue the diploma, he/she will be considered eligible for grant of a certificate in that course, provided he desires so. Such a lateral exit can be permitted ending with issuing of certificate provided the curricular structure and the instructional programme of the first semester is complete in itself entailing issuing of such a certificate. Similarly, if a student enrolls for a certificate course and successfully completes first semester, he/she may be allowed to continue for the Diploma if he/she desires so, provided in such cases no certificate shall be awarded. Such provisions of midway lateral exit or continuation for higher level (diploma) certificate are permissible in the Institution(s)/department that run both Certificate as well as Post Graduate Diploma Programme in the relevant area.

OB-26.3 (effective from 6th June, 2006) Admission

The procedure conditions, rules for admission, registration and payment of fees shall be notified by the Head of the concerned Department/Institution before the beginning of the Teaching Programme.

OB.26.4 (effective from 6th June, 2013) (I) Duration of the programme: The duration of the programme shall be minimum of 2 semesters, preferably over one academic year. The duration of the certificate course shall be one semester for the regular course and two semesters for the courses run on weekends. However, the duration of the certificate and diploma programmes of the UGC shall be as prescribed by it from time to time.

(II) Duration for the PG Diploma in "Clinical Genetics and Medical Laboratory techniques" is a two semester programme followed by Compulsory hands on training in the following Clinical Laboratories namely Biochemistry, Blood Bank, Pathology, Microbiology from Central /State Government recognized Medical College / Hospital / Institute for a period of month each.

OB.26.5 (effective from 27th June, 2019) Courses /Papers:

Ordinarily a Diploma Programme/Course shall consist of eight courses/papers with four courses/papers per semester. Where the programme is a four-semester duration, it shall consist of sixteen courses/papers with four courses/papers per semester. Each course/ paper shall have a minimum of 50 hours of instruction/ teaching hereafter called Contact Hours (CH). For certificate courses there shall be four theory papers or two theory and two practical papers. And in lieu of one of the theory papers in case of the former or a practical paper in case of the latter, a dissertation/ project could be offered.

For certificate courses, each paper should be of 25 hours of instruction.

The instructional scheme for the programmes shall be based on a system of integrated units called courses/papers, which may be divided as follows:

Normally there shall be three types of courses/ papers for the programme unless otherwise specified.

- (a) Compulsory Courses/Papers: Total four in number or as specified for a programme and shall be compulsory for all the students in the given programme
- (b) Optional Courses/Papers: Total four in number or as specified in a programme and shall be opted for by the students in the given programme. A student may be permitted to opt for not more than one

Optional Course/paper from other programmes of the Departments/Institutions other than the one in which he/she is enrolled, provided such a course/paper is relevant to the programme for which the candidate is registered and is approved by the Board of Studies in the subject to the concerned programme. One optional paper/course may be offered in the form of Project Work, if provided for in the specific diploma programme.

(c) *(Effective from 12th February, 2019)* For certificate courses three theory papers shall be compulsory and the student shall have option for another optional theory paper or a dissertation/project in lieu of it or two theory and two practical papers and in lieu of one of the practical papers a dissertation/ project could be offered or as specified for the specific programme from time to time.

(d) Dissertation: This shall be compulsory for all the students of APGD Programme but may, be optional for other programmes. The modalities governing the preparation and submission of the dissertation shall be announced separately.

OB.26.6 (effective from 6th June, 2006) Instructional Programme

The instructional programme shall be decided by the Departmental Council (where the course is offered by the University Teaching Department) or by the coordination Committee (three members) chaired by the programme coordinator (when the Programme is offered by an affiliated College or a Recognized Institution). The teaching of both compulsory and Optional courses/Papers shall be started and completed ordinarily within a given semester as per the teaching schedule (time table) drawn up by the each semester. Ordinarily, one teacher shall teach an entire course/paper. However, to meet the requirements of intra and/or inter-disciplinary subjects requirements, the course/paper may be taught by two or more teachers.

There shall be a minimum of four Contact Hours per course/paper per week. Wherever required three hours of practical work in laboratory/field work for Compulsory and or Optional Course/paper shall be treated as equivalent to one contact Hour in Classroom

OB.26.7 (effective from 6th June, 2006) Evaluation

OB.26.7.1 (effective from 6th June, 2013) Assessment of the performance of the students in Optional and Compulsory course/paper and certificate courses shall be as follows or as specified for the specific programmes:

(A) Optional Courses/ Papers:

- (i) Ordinarily a teacher who teaches a particular Optional course/paper or part thereof shall assess the performance of the students in that course/paper. Guest Faculty, when teaching a course /paper or part thereof, shall assess the performance of the student in that course/paper in consultation with the teacher appointed for that purpose by the Departmental council or in consultation with the coordinator, if the programme is offered by an Affiliated College/ Recognized Institution.
- (ii) The assessment of the course shall be based on the examination at the end of each semester. The examination shall consist of either a comprehensive written test, of 2 or 3 hours duration, a

comprehensive Laboratory examination, depending on whether it is a theory course/paper or Laboratory/practical course or as specified for the certificate course in the concerned subject.

- (iii) The duration of the written examination carrying a maximum of upto 50 marks shall be two hours and that carrying upto 100 marks shall be three hours or as specified for a specific certificate course. The duration of comprehensive Laboratory examination carrying a maximum upto 50 marks shall be minimum three hours and that carrying 100 marks shall be minimum of six hours duration.

(B) Compulsory Courses/Papers:

- (i) The examination of all the Compulsory courses/ Papers for PGD, AGPD and Certificate courses/ programme shall normally carry a maximum of 100 marks or as specified for a specific programme.
- (ii) The examination of each course/paper shall be conducted by the External and/or Internal Examiner.
- (iii) Paper setting of the compulsory course(s)/paper(s) shall be done by the External and/ or Internal Examiners. The question paper(s) set by the External Examiner shall be scrutinized by the Internal Examiner who shall ensure that proper weightage is accorded in terms of marks vis-à-vis the topics in the prescribed syllabus and the same is taken into consideration while setting/framing the questions and that no part thereof is outside the prescribed syllabus.
- (iv) In case the questions/question paper(s) are not received from the External Examiner in time, the Internal Examiner shall set the question paper(s). The final sets of question paper(s) shall be submitted by the Internal Examiner to the Examination Section.
- (v) The assessment of answer scripts of the Compulsory course(s)/paper(s) shall be carried out by the External/Internal Examiners, such that all the answer scripts of a given course are assessed by a single examiner i.e. the Internal or the External Examiner.

However, in respect of the PGD programme on "Clinical Genetics and Medical Laboratory techniques," all the Compulsory and Optional courses (Theory as well as Practical) are to be evaluated by two examiners separately i.e. a faculty member from the respective institutes who taught the course as internal examiner and another from the other institute within Goa State as external examiner. The average marks of two evaluations will be taken for preparing the result. The examiner(s) will be appointed from the master panel as per the existing Ordinance OB-4. In cases where the difference of marks exceeds 15% or higher such cases shall be evaluated by the third examiner. In such cases the mean of all three evaluations will be treated as the final evaluation and there shall not be any provisions for reevaluation.

- (vi) In case of the four-semester PGD, evaluation will have 2 components – Intra- Semester Assessment (ISA) and Semester End Assessment (SEA) each with a weightage of 50% marks.
- (vii) Duration of the examination of all the compulsory courses is same as specified for optional courses.

(C) Students who fail in the course may be permitted to reappear for the same at the end of next semester. Supplementary examinations in the course/paper for shall be charged separate fees. However, failing in the supplementary examination the candidate can either repeat that course/paper or opt for different course/paper during the subsequent year or semester. The candidate registered for a Semester during the subsequent academic year for repeating a course/paper shall be required to pay fees for the Semester, which shall be half the annual Tuition/Laboratory fees. If the candidate passes a course/paper in the second appearance, the same shall be indicated on his/her marks sheet.

OB-26.7.2 (effective from 6th June, 2006) Allotment of grace marks as and when necessary as well as revaluation shall be as per the general ordinance.

"Improvement in class" facility shall not be available for candidates registered for these Programmes.

Candidate can avail not more than four consecutive attempts to pass a course/paper, whether compulsory or Optional. Candidate shall be required to register afresh for the programme if he or she fails to pass after four consecutive attempts.

OB-26.7.3 (effective from 4th July, 2011) Dissertation/Project

The Dissertation to be submitted by the candidate at the end of second semester in partial fulfilment of AGPD/PGD programmes or certificate courses as specified, shall be evaluated for 100 marks independently by the internal and external examiners and the average of the marks awarded by the two examiners shall be considered for passing. However, a candidate shall score at least 40% marks in case of PGD and at least 50% marks in the case of APGD individually and on aggregate marks of the two examiners. In case of projects, the marks shall be assigned as specified for that course/programme. In case of the four-semester PGD, the dissertation shall be replaced by a project to be carried out during Semester IV and submitted at the end of the semester. Evaluation pattern shall be as prescribed for the dissertation.

OB-26.8 (effective from 6th June, 2013) Results:

To be declared successful, a candidate has to pass specified number of courses / papers and or dissertation / projects components separately.

Candidate shall be required to score a minimum of 40% marks in each of the course / paper/dissertation to pass PGD and certificate courses.

To pass PGD programme in Clinical Genetics and Medical Laboratory Techniques, candidate shall secure a minimum of 40% marks in theory as well as practical component of each course / paper separately, and followed by Hands on Training.

Candidates shall be required to score a minimum of 40% marks in each course /papers and obtain at least 50% marks in the dissertation to pass APGD.

The class to be awarded as follows:

70% and above	---	Distinction
60% to less than 70%	---	First class
50% to less than 60%	---	Second class
40% to less than 50%	---	Pass class
Below 40%	---	Fails.

OB-26.9 (effective from 6th June, 2006) Academic Audit

(i) There shall be an audit of every PGD, APGD and certificate course/ programme of the University, conducted by an Academic Audit Committee (AAC). Meeting schedule of which shall be decided by the University.

(ii) The AAC consisting of three members, shall be constituted by the Vice Chancellor from the panel of experts prepared by the Board of Studies. One of the members shall be appointed as Chairman. No teacher from the Department/College offering the relevant programme shall be appointed as member of the AAC for that programme.

(iii) The AAC shall meet normally not later than two months after the declaration of results of the IInd Semester examinations and complete the audit ordinarily in two days time.

(iv) Conduct of Academic Audit by the ACC shall consist of the following

(a) Review of question papers set for the assessments of candidates during the preceding academic year

(b) Determination of the adequacy of coverage of the syllabus in the question paper.

(c) Determination of the standard of questions in relation to the syllabus.

(d) Review of sample answer scripts to check for the objectivity and uniformity of assessment.

(e) Scrutiny of the record maintained by the Department to determine the suitability and adequacy of the methods of assessment as well as quality and standard teaching and evaluation.

(f) Evaluation and suggestion remedial measures on the basis of feedback, if any, received from the teachers and students from time to time.

(v) On conclusion of the audit, the AAC shall prepare a report and submit it to the Vice Chancellor. The Vice Chancellor, with necessary observation, shall forward this report for placement before the Board of Studies in the subject. The Board of Studies shall make suitable recommendations to the Departmental Council/College. The report and the observations along with the recommendation shall be sent to Academic Council.

(vi) The Academic Section of the University shall coordinate the meeting and conduct of the AAC.

(Effective from 17th August, 2010) Ordinance OB-27 Common Ordinance governing Management Programmes.

OB-27.1 Objective of the Program

To build competence in students ⁶² to effectively undertake managerial jobs in

DCT's

S.S. Dempo College of Commerce and Economics, Cujira, Goa

P.G. Department of Event Management

GRIEVANCE COMMITTEE AY 2021-22

PGDM-EM

The following faculty member is appointed as Grievance Committee for the PGDM-EM Programme for the academic year 2021-22, and will be governed by the Goa University Ordinance OB-26.

Faculty Name

Asst.Prof. Vishal Rane– Programme Coordinator

The students to note that the ISA Scores will be displayed on the classroom notice board one week prior to the Semester End Examinations, any grievances related to the internal and external examination have to be given to the faculty in writing. The students will be allowed to examine their own SEA answer booklets after correction and before sending it to Goa University for declaration of results. The turn-around time for any grievance will be three days from the receipt of the written complaint.


Dr. Radhika S. Nayak

PROFESSOR and PRINCIPAL
S.S. DEMPO COLLEGE OF
COMMERCE & ECONOMICS,
Deendayal Integrated School Complex,
Cujira - Goa.



Dated: 5th February, 2022

DCT's

S.S. Dempo College of Commerce and Economics, Cujira, Goa

GRIEVANCE COMMITTEE REPORT

ACADEMIC YEAR 2021 - 2022

Department/Programme Name PADMI - EVENT MANAGEMENT

Report on Examination Grievances Handled for the AY _____

Sr. No.	Total Written Complaints Received	Type of Examination Grievance	Resolution	Total Number of Days to Resolve
<u> </u>	<u>NO</u>	<u> </u>	<u> </u>	<u> </u>

Faculty In charge

Name: VISHAL RAME

Signature: [Signature]

