



## Yearly Status Report - 2014-2015

### Part A

#### Data of the Institution

|   |   |
|---|---|
| 1. Name of the Institution                    | P.E.S.'s R.S.N. COLLEGE OF ARTS AND SCIENCE, FARMAGUDI, PONDA - GOA         |
| Name of the head of the Institution           | Dr. Anil S. Dinga   |
| Designation                                   | Principal   |
| Does the Institution function from own campus | Yes   |
| Phone no/Alternate Phone no.                  | 08322335171   |
| Mobile no.                                    | 9422447384  |
| Registered Email                              | pessrsncol@gmail.com  |
| Alternate Email                               | pesrsniqac@gmail.com  |
| Address                                       | P.E.S.'s R.S.N. COLLEGE OF ARTS AND SCIENCE, FARMAGUDI, PONDA - 403401, GOA |
| City/Town                                     | PONDA   |
| State/UT                                      | Goa   |
| Pincode                                       | 403401  |

| <b>2. Institutional Status</b>   |                 |                                       |   |             |             |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
|--|-----------------|---------------------------------------|---|-------------|-------------|---|-------|------|---|-----------------|---------------------------------------|-------------|-----------|---|---|------|------|-------------|-------------|
| Affiliated / Constituent   |                 |                                       | Affiliated  |             |             |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
| Type of Institution  |                 |                                       | Co-education  |             |             |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
| Location   |                 |                                       | Rural   |             |             |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
| Financial Status   |                 |                                       | state   |             |             |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
| Name of the IQAC co-ordinator/Director   |                 |                                       | Ms. Ranjita Sawaiker  |             |             |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
| Phone no/Alternate Phone no.   |                 |                                       | 08322335171   |             |             |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
| Mobile no.   |                 |                                       | 9923506475  |             |             |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
| Registered Email   |                 |                                       | pessrsncol@gmail.com  |             |             |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
| Alternate Email  |                 |                                       | pesrsniqac@gmail.com  |             |             |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
| <b>3. Website Address</b>  |                 |                                       |   |             |             |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
| Web-link of the AQAR: (Previous Academic Year)   |                 |                                       | <a href="http://pesrsncollege.in/website/pdf/AQAR2013-14.pdf">http://pesrsncollege.in/website/pdf/AQAR2013-14.pdf</a>             |             |             |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
| <b>4. Whether Academic Calendar prepared during the year</b>   |                 |                                       | Yes   |             |             |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
| if yes,whether it is uploaded in the institutional website:<br>Weblink :   |                 |                                       | <a href="http://pesrsncollege.in/website/pdf/calendar2014-2015.pdf">http://pesrsncollege.in/website/pdf/calendar2014-2015.pdf</a> |             |             |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
| <b>5. Accrediation Details</b>   |                 |                                       |   |             |             |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
| <table border="1"> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> <tr> <td>2</td> <td>B</td> <td>2.77</td> <td>2015</td> <td>01-May-2015</td> <td>30-Apr-2020</td> </tr> </table> |                 |                                       |   |             |             | Cycle   | Grade | CGPA | Year of Accrediation                          | Validity        |                                       | Period From | Period To | 2 | B | 2.77 | 2015 | 01-May-2015 | 30-Apr-2020 |
| Cycle  | Grade           | CGPA                                  | Year of Accrediation  | Validity    |             |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
|  |                 |                                       |   | Period From | Period To   |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
| 2  | B               | 2.77                                  | 2015  | 01-May-2015 | 30-Apr-2020 |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
| <b>6. Date of Establishment of IQAC</b>  |                 |                                       | 30-Apr-2011   |             |             |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
| <b>7. Internal Quality Assurance System</b>  |                 |                                       |   |             |             |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
| <table border="1"> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date &amp; Duration</th> <th>Number of participants/ beneficiaries</th> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </table>                          |                 |                                       |   |             |             | Quality initiatives by IQAC during the year for promoting quality culture |       |      | Item /Title of the quality initiative by IQAC | Date & Duration | Number of participants/ beneficiaries |             |           |   |   |      |      |             |             |
| Quality initiatives by IQAC during the year for promoting quality culture  |                 |                                       |   |             |             |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
| Item /Title of the quality initiative by IQAC  | Date & Duration | Number of participants/ beneficiaries |   |             |             |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |
|  |                 |                                       |   |             |             |   |       |      |   |                 |                                       |             |           |   |   |      |      |             |             |

No Data Entered/Not Applicable!!!

[View File](#)

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|--------------------------------|--------|----------------|-----------------------------|--------|
| Institution                    | NAAC   | UGC            | 2012<br>2017                | 300000 |
| No Files Uploaded !!!          |        |                |                             |        |

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

Yes

If yes, mention the amount

300000

Year

2014

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

Preparation of SSR for second cycle of Accreditation by NAAC

Orienting Staff and students about NAAC and preparation for the NAAC Peer Team visit : Oriented all Departments of the college towards re-accreditation

Organised state level/ National seminars, workshops and conferences.

Motivated staff for presentation of papers at International, National and State level conferences, Seminars and Symposia.

Applications submitted to Goa University and DHE to start Post graduate programme in chemistry and for 6 unit course in Economics and Konkani from June 2015.

No Files Uploaded !!!

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

| Plan of Action                    | Achivements/Outcomes |
|-----------------------------------|----------------------|
| No Data Entered/Not Applicable!!! |                      |
| <a href="#">View File</a>         |                      |

**14. Whether AQAR was placed before statutory body ?**

Yes

| Name of Statutory Body                        | Meeting Date |
|---|--------------|
| Governing Council of Ponda Education Society. | 01-Sep-2015  |

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

Yes

Date of Visit

23-Feb-2015

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2020

Date of Submission

08-May-2015

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

•The college is using technology and has started augmenting the required infrastructure on a slow pace to keep with the information age. The Information Communication technology is being used partially in day today workings for better connectivity to the stake holders. The college has computers and uses software based solutions for examinations, and for part of accounts section. Examination section has developed custom built software to process students marks helping in faster declaration of results. The library is also automated partially.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

1. College prepares academic calendar according to the notification received from the affiliating university about start and end of semesters, proposed dates of examination and vacations which is printed in the college hand book / calendar along with proposed dates of sports, co-curricular, cultural activities, field trips, etc. planned by various departments of the college. 2. Counselling is organized for students seeking admission about rules and regulations of the college, teaching programs/ courses and admission process. Every teacher at the beginning of each semester familiarizes students about curriculum delivery and implementation. 3. Principal conducts meetings with all faculty HoDs/members to plan strategies for effective implementation of curriculum, co-curricular and extension activities. 4. HoDs also conduct meetings of the departments to implement curricular, co-curricular and extra-curricular activities to be conducted in the academic year and allots responsibilities amongst the colleagues. Time table committee prepares central time table for B.A and B.Sc. programs, HoDs prepare departmental time table by allocating classes and distributes syllabus amongst the teachers. Class/Department wise time tables are displayed on the notice boards of the college. 5. Teachers prepare their plan of action according to the syllabus and maintain teacher's Diary, later submitted to the HoDs at the end of every month and to the Principal at the end of the semester for the countersign. Formal/ Informal review meetings are held to review about completion of theory and practical syllabi. 6. Field trips, and tours are organized by Departments of Botany and Zoology. 7. Along with the traditional chalk and talk method, teachers often use power-point Projections, Transparencies projections, Charts, models during the lectures to demonstrate topics. 8. Teachers prepare and provide learning material and use vernacular terms / words/ language to make students understand the topic. 9. Some teachers conduct extra Classes during the vacation or weekly holiday and also conduct class test / surprise test and students' seminar. 10. As per the university ordinances, college conducts Intra Semester Assessment (ISA) as a part of continuous assessment and Semester End Examination (SEE) at the end of each semester. 11. ISAs as Assignments, Test, Quiz, etc. of all semesters are conducted by the college. Question Paper setting and evaluation is done by teacher teaching the course/ paper/ subject. SEEs of SEM. I, II, III, and IV are conducted by the college and Question Paper setting and evaluation is done by the teacher teaching the course/ paper/ subject. SEE examinations of SEM. V and VI is conducted by University and Question paper setting and evaluation is centrally done by the University. Our teachers are involved in paper setting and evaluation (Both Theory and Practical). 12. T.Y. B.A./B.Sc. students have project paper individually or in group under the guiding teacher, evaluated by Internal and External examiner appointed by university. 13. Interactive sessions with students and, guardians are held to identify problem areas through teacher student guide scheme. 14. Teacher's evaluation by students is carried out at the end of even semester.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate                        | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entrepreneurship | Skill Development |
|------------------------------------|-----------------|-----------------------|----------|--|-------------------|
| No Data Entered/Not Applicable !!! |                 |                       |          |  |                   |

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course                   | Programme Specialization | Dates of Introduction |
|------------------------------------|--------------------------|-----------------------|
| No Data Entered/Not Applicable !!! |                          |                       |
| <a href="#">View File</a>          |                          |                       |

### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS   | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|------------------------------------|--------------------------|---|
| No Data Entered/Not Applicable !!! |                          |   |

### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

|                    | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | 0           | 0              |

## 1.3 – Curriculum Enrichment

### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

| Value Added Courses                | Date of Introduction | Number of Students Enrolled |
|------------------------------------|----------------------|-----------------------------|
| No Data Entered/Not Applicable !!! |                      |                             |
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### 1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title            | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|------------------------------------|--------------------------|---|
| No Data Entered/Not Applicable !!! |                          |   |
| <a href="#">View File</a>          |                          |   |

## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

|           |     |
|-----------|-----|
| Students  | Yes |
| Teachers  | Yes |
| Employers | No  |
| Alumni    | No  |
| Parents   | No  |

### 1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

| Feedback Obtained   |
|---|
| Student's Feedback on Teaching- Learning process and Infrastructure facilities was taken through questionnaire having 35 questions and was analysed at 5 point grade scale. Analysis • Majority Student's feedback for below listed statements was in the grade point 5. Induction Programme organised by the college for the students are useful. Teachers inform scope of the programme. Pre admission counselling for students and parents helps students. The teacher student guide scheme helps you in in getting your problems solved. Was your performance in Assignments/Tests discussed with you? Fairness of internal evaluation by teacher. Institute takes interest in promoting internship, field visits, etc. for students. The institution provides various opportunities to learn and grow. |

Teachers come prepare for the class. Percentage of syllabus covered. Teacher's communication in the class. The teachers identify strengths and encourage students. The teachers identify weakness and help students. Evaluation-Conduct of Exams and declaration of results. Teachers encourage you to take part in Extra-curricular and Co-curricular activities. College involves Student's in organizing Extra-curricular, Co-curricular activities and Extension/ Outreach Programme. The Overall quality of teaching- learning process in College is very good. Teachers-students Interaction/relationship. Classroom facilities in College. Library facility in College. Support and assistance of Library Staff. Laboratory Facility in College. Support and assistance of Laboratory Staff. • Majority of the Student's feedback for below listed statements was in the grade point 4 Support and assistance of office staff. Toilet Facility. Computer and Internet facility. Sports facility Drinking Water facility. Medical facility. Seminar/ Conference room. Cleanliness and maintenance of College premises. Gymkhana staff. Canteen facility, Canteen cleanliness and quality of food. • Student response to Percentage of teachers using LCD projectors, while teaching was maximum in Grade point 2 (84) and in Grade Point-03 (16) Action Taken Principal and HOD's advised and motivated the teachers to make use of modern teaching tools and it was decided to add more classrooms with roof mounted LCD projector facility. Report was disused in the staff meetings with teachers and also in PES management meetings for improvisation. Questionnaire along with feedback is attached (Link : <http://pesrncollege.in/website/pdf/2014-15-Students-Feedback-on-Teaching-Learning-processInfrastructure-facilitiesteacher-feeddback-on-curriculum.pdf>) Teacher's Feedback on curriculum Majority of the teachers' opinion to various statements response to Curriculum was in grade 4 and 3. Majority of the teachers (62) are of the opinion that aims and objectives of the syllabus are well defined and clear to teachers and students. Teachers have said that weightage given in the curriculum to learning values is very good. Few teachers are of the opinion that the depth of the course content is not adequate to have significant learning. 2.5 of teachers feel that there is a poor relevance of learning objectives of the syllabus. 89 teachers expressed difficulty level of course content in the range of Good to Excellent. Overall, 90 teachers are of the opinion that the present syllabus is good. Feedback was analysed and suggestions and observations opined were informally conveyed to BOSS through teachers representing on BOS. Questionnaire along with feedback is attached (Link : <http://pesrncollege.in/website/pdf/2014-15-Students-Feedback-on-Teaching-Learning-processInfrastructure-facilitiesteacher-feeddback-on-curriculum.pdf>)

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization   | Number of seats available | Number of Application received | Students Enrolled |
|-----------------------|--|---------------------------|--------------------------------|-------------------|
| BSc                   | Chemistry,<br>Physics,<br>Mathematics,<br>Information Technology,<br>Botany,<br>Microbiology,<br>Zoology | 240                       | 350                            | 240               |
| BA                    | Konkani,<br>Marathi, Hindi,<br>English,<br>Political   | 180                       | 190                            | 180               |

Science,  
Economics,  
Philosophy,  
Psychology,  
History

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## 2.2 – Catering to Student Diversity

### 2.2.1 – Student - Full time teacher ratio (current year data)

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| 2014 | 816   | 0   | 46  | 0   | 46   |

## 2.3 – Teaching - Learning Process

### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Number of smart classrooms | E-resources and techniques used |
|----------------------------|---|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| 46                         | 0   | 0                                 | 0                                | 0                          | 3                               |

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### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

• The Teacher-student Guide Scheme (students' mentoring) is presently in vogue, in tune with the guidelines suggested by various agencies like UGC, MHRD, NAAC, etc. • Our college is amongst first of the colleges in Goa to introduce this system much before it was formalized by NAAC. For more than 20 years we are practicing this mentorship programme, which has been updated from time to time. • From a modest beginning of informal meetings with a group of students to understand their problems and limitations and to appropriately advise them and guide them for the difficulties they expressed in course of time, this method was formalised where depending on the number of students and teaching staff, a small group of students was assigned to every staff member, who act as a Teacher guide (mentor) to the students in a group. • In this programme the Teacher guide (Considered as a college guardian) collect information about academic record of the students at high school and higher secondary school level along with that the overall background of the family of the student was also collected. Teacher guide maintains file of each student. • The mentor meets the students periodically, particularly before and after the ISA's and SEE's and discusses in detail regarding their performance and the difficulties they faced in answering not only the ISA's but also SEE's. • Students are mentored as to how to face the ISA's and SEE's as the patterns are different, where the student is in the state of confusion and indecision. • Time management during the examinations is a typical problem which the students face. Hence, they are mentored to have a systematic, time bound approach towards the examination. Students having practical also are advised for the time bound completion of practical's, certification of journals, etc. • Parents are called at the time of meetings held after the declaration of results and the performance of the student is briefed in presence of their ward. • This scheme has helped in developing good teacher student relationship and increasing percentage of attendance, participation in co-curricular and extracurricular activities examination results.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|--|-----------------------------|-----------------------|
| 816  | 46                          | 17.73                 |

## 2.4 – Teacher Profile and Quality



#### 2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 1                           | 1                       | 0                | 1  | 0                        |

#### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

| Year of Award     | Name of full time teachers receiving awards from state level, national level, international level | Designation         | Name of the award, fellowship, received from Government or recognized bodies |
|-------------------|---|---------------------|--|
| 2014              | 1. Dr. Kamladevi Kunkolienkar   | Associate Professor | Sahitya, Bhasha and Seva Puraskar of Goa Konkani Akademi                     |
| 2014              | 2. Dr. Badruddin  | Associate Professor | Bharat Gaurav Award by Indian International Friendship Society               |
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### 2.5 – Evaluation Process and Reforms

#### 2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

| Programme Name    | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|-------------------|----------------|----------------|--|---|
| BSc               | B.Sc           | II/IV/VI       | 02/05/2015   | 04/05/2015  |
| BA                | B.A.           | I/III/V        | 01/11/2014   | 05/12/2014  |
| No file uploaded. |                |                |  |   |

#### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

- The college has an Intra-Semester-Assessment (ISA) Committee consisting of Staff members from Arts as well as Science Faculties, to monitor Intra Semester Assessments. • Every Semester two ISAs are conducted which includes Home Assignments and Class Tests for every paper. In addition to these some teachers also make use of Quiz, Surprise test, Oral tests methods. • The ISA has 20 weightage of marks. Appearing for each ISA is mandatory for every student otherwise are not allowed to answer Semester- End-Examination (SEE). • Home Assignments method give them exposure to allied/ supplementary study/ applications of the topic/ knowledge gained. It also enhances their skills of collection, compilation, analysis, interpretation and presentation of the data, besides inculcating Research attitude. • These ISA's are based on the syllabus completed till the date of its conduct. This system helps the students to test their knowledge about the subject taught as well as to keep themselves updated.
- ISAs of I/III/V Semester are conducted in the month of August, October, and that of II/IV/VI are conducted in January and March respectively. The marks are known to the students in the class as well are displayed on the Notice Board. • III ISA is also conducted in case of genuine reasons (Health Grounds, Improvement of Marks etc. as per Goa University Statutes OC-19.

#### 2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

• College prepares Academic calendar based on the academic terms notified by the University and is printed in College prospectus cum hand book along with other information. • Examinations are conducted as per the relevant statutes of University with a provision for Continuous evaluation through assignments, tests etc. Two types of exams are conducted: ISA (Intra Semester Assessment) and SEA (Semester End Assessment). • SEEs of Semester V and VI are conducted as per university timetable. SEEs of Semester I, II, III, IV and ISAs of all semesters are conducted as per the time table prepared by the college Examination committee. • ISAs Question Paper setting and evaluation is done by teacher teaching the course/ paper/ subject. SEEs of SEM. I, II, III, and IV are conducted by the college and Question Paper setting and evaluation is done by the teacher teaching the course/ paper/ subject. Paperwise Marks are displayed on the notice board or informed in the class. Individual mark sheets are distributed to students in presence of their parents/guardians by the mentor teachers. SEE examinations of SEM. V and VI is conducted by University and Question paper setting and evaluation is centrally done by the University. Our teachers are involved in paper setting and evaluation (Both Theory and Practical). • For college exams. Students can ask for Personal verification of answer books in the presence of Examiner and Principal and for university examination students can ask for Revaluation of answer books by paying required amount of fees.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://pesrnscollege.in/website/pdf/courses-2014-15.pdf>

2.6.2 – Pass percentage of students

| Programme Code    | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|-------------------|----------------|--------------------------|---|---|-----------------|
| B.A.              | BA             |                          | 114   | 101   | 88.50           |
| B.Sc.             | BSc            |                          | 115   | 113   | 75.30           |
| No file uploaded. |                |                          |   |   |                 |

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

Nil

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

| Nature of the Project              | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|------------------------------------|----------|----------------------------|------------------------|---------------------------------|
| No Data Entered/Not Applicable !!! |          |                            |                        |                                 |
| <a href="#">View File</a>          |          |                            |                        |                                 |

### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

| Title of workshop/seminar          | Name of the Dept. | Date |
|------------------------------------|-------------------|------|
| No Data Entered/Not Applicable !!! |                   |      |

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

| Title of the innovation            | Name of Awardee | Awarding Agency | Date of award | Category |
|------------------------------------|-----------------|-----------------|---------------|----------|
| No Data Entered/Not Applicable !!! |                 |                 |               |          |
| No file uploaded.                  |                 |                 |               |          |

### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

| Incubation Center                  | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|------------------------------------|------|--------------|----------------------|--------------------|----------------------|
| No Data Entered/Not Applicable !!! |      |              |                      |                    |                      |
| No file uploaded.                  |      |              |                      |                    |                      |

### 3.3 – Research Publications and Awards

### 3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
| Nil   | Nil      | Nil           |

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

| Name of the Department             | Number of PhD's Awarded |
|------------------------------------|-------------------------|
| No Data Entered/Not Applicable !!! |                         |

### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

| Type                               | Department | Number of Publication | Average Impact Factor (if any) |
|------------------------------------|------------|-----------------------|--------------------------------|
| No Data Entered/Not Applicable !!! |            |                       |                                |
| <a href="#">View File</a>          |            |                       |                                |

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

| Department                         | Number of Publication |
|------------------------------------|-----------------------|
| No Data Entered/Not Applicable !!! |                       |
| <a href="#">View File</a>          |                       |

**3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index**

| Title of the Paper                 | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|------------------------------------|----------------|------------------|---------------------|----------------|---|---|
| No Data Entered/Not Applicable !!! |                |                  |                     |                |   |   |
| No file uploaded.                  |                |                  |                     |                |   |   |

### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|--------------------|----------------|------------------|---------------------|---------|---|---|
|                    |                |                  |                     |         |   |   |

No Data Entered/Not Applicable !!!

No file uploaded.

### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

| Number of Faculty                  | International | National | State | Local |
|------------------------------------|---------------|----------|-------|-------|
| No Data Entered/Not Applicable !!! |               |          |       |       |
| <a href="#">View File</a>          |               |          |       |       |

### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

| Title of the activities            | Organising unit/agency/<br>collaborating agency | Number of teachers<br>participated in such<br>activities | Number of students<br>participated in such<br>activities |
|------------------------------------|---|--|--|
| No Data Entered/Not Applicable !!! |   |  |  |
| <a href="#">View File</a>          |   |  |  |

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

| Name of the activity               | Award/Recognition | Awarding Bodies | Number of students<br>Benefited |
|------------------------------------|-------------------|-----------------|---------------------------------|
| No Data Entered/Not Applicable !!! |                   |                 |                                 |
| No file uploaded.                  |                   |                 |                                 |

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

| Name of the scheme                 | Organising unit/Agency/<br>collaborating<br>agency | Name of the activity | Number of teachers<br>participated in such<br>activities | Number of students<br>participated in such<br>activities |
|------------------------------------|--|----------------------|--|--|
| No Data Entered/Not Applicable !!! |  |                      |  |  |
| No file uploaded.                  |  |                      |  |  |

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

| Nature of activity                 | Participant | Source of financial support | Duration |
|------------------------------------|-------------|-----------------------------|----------|
| No Data Entered/Not Applicable !!! |             |                             |          |
| No file uploaded.                  |             |                             |          |

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

| Nature of linkage                  | Title of the<br>linkage | Name of the<br>partnering<br>institution/<br>industry<br>/research lab<br>with contact<br>details | Duration From | Duration To | Participant |
|------------------------------------|-------------------------|---|---------------|-------------|-------------|
| No Data Entered/Not Applicable !!! |                         |   |               |             |             |
| <a href="#">View File</a>          |                         |   |               |             |             |

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate

houses etc. during the year

| Organisation                       | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|------------------------------------|--------------------|--------------------|---|
| No Data Entered/Not Applicable !!! |                    |                    |   |
| <a href="#">View File</a>          |                    |                    |   |

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|--|--|
| 183472   | 159959   |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities                         | Existing or Newly Added |
|------------------------------------|-------------------------|
| No Data Entered/Not Applicable !!! |                         |
| <a href="#">View File</a>          |                         |

### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

| Name of the ILMS software | Nature of automation (fully or partially) | Version | Year of automation |
|---------------------------|---|---------|--------------------|
| New Gen Lib               | Partially                                 | 3.1.2   | 2010               |

4.2.2 – Library Services

| Library Service Type               | Existing | Newly Added | Total |
|------------------------------------|----------|-------------|-------|
| No Data Entered/Not Applicable !!! |          |             |       |
| <a href="#">View File</a>          |          |             |       |

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

| Name of the Teacher                | Name of the Module | Platform on which module is developed | Date of launching e-content |
|------------------------------------|--------------------|---------------------------------------|-----------------------------|
| No Data Entered/Not Applicable !!! |                    |                                       |                             |
| No file uploaded.                  |                    |                                       |                             |

### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type      | Total Co mputers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departme nts | Available Bandwid h (MBPS/ GBPS) | Others |
|-----------|------------------|--------------|----------|------------------|------------------|--------|--------------|----------------------------------|--------|
| Existin g | 47               | 30           | 47       | 30               | 1                | 9      | 8            | 100                              | 0      |
| Added     | 3                | 0            | 0        | 0                | 0                | 0      | 3            | 100                              | 0      |
| Total     | 50               | 30           | 47       | 30               | 1                | 9      | 11           | 200                              | 0      |

#### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

#### 4.3.3 – Facility for e-content

Name of the e-content development facility

Provide the link of the videos and media centre and recording facility

No Data Entered/Not Applicable !!!

### 4.4 – Maintenance of Campus Infrastructure

#### 4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|--|--|--|--|
| 2298474                                | 1915395  | 712112                                 | 593427   |

#### 4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

• Maintenance of building infrastructure is done by PES Management. Usage of Conference and Seminar rooms are monitored by Administrative office and Librarian as both halls are in Library building. Halls are made available on first-come-first-served-basis for college and other sister institutes of the PES with no charges. • College Director of Physical education monitors usage of sports facility (Badminton courts and Gym) and College playground. These facilities are made available to the students of our college and other sister institutes of the P.E.S. on request. • Canteen is managed by private contractor. The functioning and maintenance of the canteen is monitored through a College Canteen Monitoring Committee. • Menial workers on daily wages are engaged in day to day cleaning of the campus (including classrooms) and toilets. Two watchmen are appointed on regular basis at the main entrance gate and work in shifts. Gardner is appointed on regular basis. College administrative office and maintenance committee monitor maintenance of cleanliness. • Electrical repairs are monitored by the Administrative office, HoDs and concerned In-charge. Monitoring of maintenance of the sound system, LCD projectors, etc. is entrusted with the Technician of the Dept. of Physics who also assists /guides their proper utilisation. Faculty members and students have open access to the use of LCD projector facility made available for effective teaching and learning. • College administrative office monitors maintenance of classroom furniture. Class rooms remain occupied from 8.30 a.m to 5.30 p.m for academic teaching and for conduct of co-curricular/ extra-curricular activities and certificate courses. External agencies/ organizations are allowed to make use of class rooms for conducting exams after seeking permission of Principal and P.E.S. management. • HODs of all departments ensure that - laboratories under their jurisdiction are kept clean, tidy in order. Laboratory assistants and Laboratory attendants attached with the departments undertake the above tasks to the satisfaction of all concerned. Departments maintain Stock /Dead stock registers. • The Library timings are from 08.30 a.m. to 05.30 p.m. while book issue timings are from 9.00 a.m. to 05.30 p.m. (except on Sundays and Holidays). Every student is allotted Library card (mandatory to enter the library premises). Library books are normally issued for 7 days. Visitors log book is maintained. • Examination room is equipped with steel/ iron cabinets/ almirahs, Photocopiers, Computer facility and entry is allowed only for examination committee and exam staff only. • HODs of all departments ensure that computers, peripherals and internet facilities are strictly

utilized for official purpose (academic and administrative) only, protected by anti-virus software and password protected. Maintenance of Computers and peripherals, software and website done through private vendor as and when required. Faculty members and students are encouraged to use the internet facility for downloading freely available e-resources and information. All issues pertaining to monitoring, updating, maintenance, information uploading and review is under the purview of the IT department. • First aid kit is available in laboratories, administrative office and sports department.

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

|                                    | Name/Title of the scheme | Number of students | Amount in Rupees |
|------------------------------------|--------------------------|--------------------|------------------|
| No Data Entered/Not Applicable !!! |                          |                    |                  |
| <a href="#">View File</a>          |                          |                    |                  |

#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

| Name of the capability enhancement scheme | Date of implementation | Number of students enrolled | Agencies involved |
|---|------------------------|-----------------------------|-------------------|
| No Data Entered/Not Applicable !!!        |                        |                             |                   |
| <a href="#">View File</a>                 |                        |                             |                   |

#### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

| Year                               | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed |
|------------------------------------|--------------------|--|--|--|---------------------------|
| No Data Entered/Not Applicable !!! |                    |  |  |  |                           |
| <a href="#">View File</a>          |                    |  |  |  |                           |

#### 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|---------------------------|--------------------------------|---|
| 0                         | 0                              | 0   |

### 5.2 – Student Progression

#### 5.2.1 – Details of campus placement during the year

| On campus                          |                                 |                           | Off campus                    |                                 |                           |
|------------------------------------|---------------------------------|---------------------------|-------------------------------|---------------------------------|---------------------------|
| Name of organizations visited      | Number of students participated | Number of students placed | Name of organizations visited | Number of students participated | Number of students placed |
| No Data Entered/Not Applicable !!! |                                 |                           |                               |                                 |                           |
| <a href="#">View File</a>          |                                 |                           |                               |                                 |                           |

#### 5.2.2 – Student progression to higher education in percentage during the year



| Year                               | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined | Name of programme admitted to |
|------------------------------------|--|--------------------------|---------------------------|----------------------------|-------------------------------|
| No Data Entered/Not Applicable !!! |  |                          |                           |                            |                               |
| <a href="#">View File</a>          |  |                          |                           |                            |                               |

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

| Items                              | Number of students selected/ qualifying |
|------------------------------------|---|
| No Data Entered/Not Applicable !!! |   |
| <a href="#">View File</a>          |   |

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

| Activity                           | Level | Number of Participants |
|------------------------------------|-------|------------------------|
| No Data Entered/Not Applicable !!! |       |                        |
| <a href="#">View File</a>          |       |                        |

### 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

| Year                               | Name of the award/medal | National/ Internaional | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|------------------------------------|-------------------------|------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| No Data Entered/Not Applicable !!! |                         |                        |                             |                               |                   |                     |
| <a href="#">View File</a>          |                         |                        |                             |                               |                   |                     |

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Elections are conducted by secret ballot, strictly as per the statutes of Goa university and rules framed by the college. Procedure laid down, and prescribed in the relevant Statutes/Schedule SSA-7 of Goa university are followed for University Class Representative (UCR) and University Faculty Representative (UFR) elections. College Students council elections are held as per rules framed by the college. The following are the student members of students' council elected by secret ballot of votes: College Students council • General Secretary, Cultural Secretary and Gymkhana Secretary are elected by the students (girls and boys) through secret ballot of votes. • Ladies Representative is elected by girls of the college through secret ballot of votes. • Class Representative is elected division wise by the students of the college by secret ballot of votes. Principal fills vacant posts if any by nomination. UCR and UFR • Each class elects University class representative. University class representatives of each Faculty (Arts and Science) elect University faculty representative on University Students Council.

(i)Composition of Students Council The following are the teacher members of students' council nominated by Principal: • Students Council Chairman (Teacher nominated by Principal) • Cultural Advisor (Teacher nominated by Principal) • Gymkhana Advisor (Teacher nominated by Principal) • 6 Teachers (nominated by Principal) In addition, studentss council also constitutes of • General Secretary (Elected) • Cultural Secretary (Elected) • Gymkhana Secretary (Elected) • Ladies representative (Elected) • Class representatives (Elected) • University class representatives (Elected) Students are involved in conducting/ organizing various Co-curricular, Extra- curricular activities and extension



activities. Representation of students council on various committees (a) Internal Complaints Committee: Under the provisions of the sexual harassment of women at work place (prevention, prohibition and Redressal) Act 2013. Members • Ladies Representative • Class representative (Girl) (b) Committee for prevention of Ragging Members • General secretary • Ladies representative • C.R's of S.Y.B.A and S.Y.B.Sc (c) Canteen Committee Members • General Secretary • Ladies Representative (d) Internal Quality Assurance Cell Committee Member • General Secretary

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

12

5.4.3 – Alumni contribution during the year (in Rupees) :

1000

5.4.4 – Meetings/activities organized by Alumni Association :

5.4.4 Meetings/activities organized by Alumni Association: 1 meeting and 2 activities Alumni association is not registered. However, a new committee is unanimously elected for the term 2015-2018 constituting the following: 1. President: Shri. Venkatesh Gaunekar 2. Vice-President: Shri. Milind Dessai 3. Secretary: Shri. Tanmay Bhandodkar 4. Joint Secretary: Ms. Sampada Vernekar 5. Treasurer: Shri. Swapnil Naik 6. Jt. Treasurer: Shri. Nilesh Zore 7. Members: Shri. Bipin Shinkre, Ms. Prachi Joshi, Ms. Shruti Bhosale, Mr. Amol Verekar, Ms. Nikita Shirodkar, Mrs. Samira Ali Activities of Alumni association Year: 2014-15 • The annual general body meeting of Alumni association was held on 18th January 2015. • Organized a guest lecture by Superintendent of Police, Crime Branch and Anti-narcotics Cell Shri. Karthik Kashyap on the topic- 'Drug Menace and its impact on young generation on 21st February 2015. • Conducted an essay writing competition on the following three topics: Folk Art of Goa, Swachh Bharat Abhiyan and Your idea of Cultural Programme in College.

#### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

##### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Decentralization : Institute possesses following organizational level: ? Management Level: Governing Council of Ponda Education Society is headed by Chairman and comprises of Vice Chairman, Secretary, Treasurer and 5 Members ? Principal Level: Principal is assisted by Vice Principal who also functions in the capacity of Principal in his/her absence. Principal and Vice Principal over and above these responsibilities are also faculties and engage lectures. ? Heads of Departments level: HODs are assisted by respective faculties who may be regular, contract and lecture basis as per need. ? Administrative Level: Comprises of Head Clerk, Accountant, Upper Division Clerk (2nos), Lower Division Clerk (4 nos) and Steno (1no). • Governing council meetings are held every month where Principal of the College is invited. Information about various activities performed and to be performed, Financial matters, Recruitments matters, etc. are put before Governing council for approval. Governing council's decisions are conveyed to staff and students through Principal. • Principal Conducts meetings with Teaching and non teaching staff,

HODs of the departments, and various committees formed and distributes responsibilities to carryout various activities and programmes of the college. Various Statutory and Non-statutory college committees (Total 43 nos of committees) are constituted so as to have decentralised working system wherein the work and responsibilities are distributed. These committees execute their responsibilities and submit their report to Principal. Every committee is headed by Convenor/ Co-ordinator who coordinates by distributing responsibilities further to his/ her other members. • HoDs of the departments Conducts meeting (Formally and informally) and distribute work and departmental responsibilities. • Some committees are represented by Teaching and Non teaching staff as per the requirement. Non-teaching staff are represented in the IQAC and other committees. Suggestions of non-teaching staff and Students council are considered while framing policies or taking important decisions. Participative management- The institution promotes the culture of participative management at the strategic level, functional level and operational level. Strategic level: The Governing body, Principal, Teaching staff and the IQAC are involved in defining policies procedures, framing guidelines and rules regulations pertaining to admission, examination, discipline, grievance, support services, finance, etc. Functional level: Meetings with Teaching staff and non-teaching staff are conducted by Principal. Heads of the Department and Co-ordinator/ convenors of the committees conduct meetings and plan and execute the strategies. Students are involved and given responsibilities of conducting activities under guidance of teachers. Operational level: The Principal interacts with government and external agencies faculty members maintain interactions with the concerned departments of affiliating university. Students and office staff join hands with the Principal and faculty for the execution of different academic, administrative, extension related, co- and extracurricular activities.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

| Strategy Type                        | Details  |
|--------------------------------------|--|
| Admission of Students                | <ul style="list-style-type: none"> <li>• Admissions are given on the merit basis. Reservation policy of Government is strictly followed. • General counselling to students is conducted to make students aware about admission procedure, subjects combination, fees structure, College rules, College facilities, Extra and co- curricular activities, etc. • Every student's seeking admission has to meet Admission committee and Principal along with either of the Parent or Guardian. • College prospectus is printed which has detailed information about admission procedure, subjects/ programmes/ papers, Exam rules, conduct rules, etc. • Temporary bank counter is opened in the campus for payment of fees.</li> </ul> |
| Industry Interaction / Collaboration | <ul style="list-style-type: none"> <li>• College has signed MOU with some of the industries. • Many of our Alumni working in the industries all over Goa</li> </ul>  |

are on good positions which helps our placement cell to give placement to our graduates. On campus interviews held by different industries and employers has helped to procure jobs at pharmaceuticals beverages, food and other industries. • Industrial training, industry linked project work, invited lectures of industry officers and Industrial visits helps in Grooming and training of the students and develops attachment. • Interaction of teachers with industries helps in suggesting changes in syllabus/ curriculum to BOS.

#### Human Resource Management

In addition to regular teaching and evaluation, teaching staff is involved in conduct of extracurricular, co-curricular, extension activities, etc. Teachers take extra lectures, remedial coaching and are also involved in counselling and placement of the students. The non-teaching staff also supports teaching staff in such activities in addition to their regular work. Faculty members are motivated to undertake research work and to participate in seminars and courses. Involvement of teaching and non-teaching staff in different committees and sub-committees ensure academic and administrative success. Teaching and nonteaching staff also helps PES management in its education-oriented activities

#### Library, ICT and Physical Infrastructure / Instrumentation

• Library partially automated. • Some departments have departmental library. • Book Exhibitions held : This year books exhibition by publishers/book sellers: - Verma Book Stall - Pune, Ideal Book Service - Belgaum, Book Mate - Ponda, etc. were held. • This year, 171 Text books worth Rs. 68967.00, 116 reference books worth Rs.12073.00 and 37 Journals were added. Bar-coding of books is initiated. • Internet connection to all Science departments and Staff room. • Four computers for office and examination work procured. • Laboratory equipment procured. • Biometric installed, TALLY accounts system installed. • Fully computerized office and accounts. • Examination Software procured.

#### Research and Development

Research projects: Ongoing: 02  
Completed: Nil ? College encourages Faculty to present papers in

International/National/State Level Seminars, workshops and to act as resource persons. ? College explores various funding agencies for sponsoring major/ minor projects. (DHE, DBT, DST, ICSSR, UGC, etc.) and motivates the faculty members to organise various seminars workshops at Institutional/ State/ National/ International levels.

#### Examination and Evaluation

Examination committee constituted prepares schedule of college exams. ISA and SEE are conducted as per the relevant statutes of University. Question Paper setting and evaluation for SEM. I, II, III, IV exams are conducted by College teachers and that of SEE for SEM. V VI are conducted centrally by the University. (This year, 30 teachers for theory and 13 teachers for practical examination were involved in Goa University exam work. Question Paper setting and evaluation of all ISA exams are done by college subject teachers. Exam result sheets are distributed to students in presence of their parents/guardians by the mentor teachers.

#### Teaching and Learning

Teachers are given duty leave and encouraged to attend orientation, refresher and short-term courses. They are encouraged to avail study leave to pursue Ph.D. under UGC FIP or State Government study leave. Faculty development programs organized: This year, 02 National and 02 State level seminars were conducted. Teacher's assessment by Students is done. Feedback from the stakeholders regarding the curriculum and courses taught and other activities is informally obtained. Teachers are encouraged to use modern teaching tools. Every teacher prepares teaching plan and maintains Teachers diary. Study material is prepared by some teachers and shared with the students.

#### Curriculum Development

Many Faculty of Arts and science are members of Academic council and Board of Studies or Co-opted members of Board of Studies of Goa University. Faculty members (BOS members) informally discuss various issues regarding curriculum with their departmental colleagues before attending BOS meetings. This academic year, 10 teachers represented BOS. In addition to this, college also encourages and

supports conduct of one or two days seminars/ workshops for planning / execution of the Syllabus.

#### 6.2.2 – Implementation of e-governance in areas of operations:

| E-governance area             | Details  |
|-------------------------------|--|
| Planning and Development      | <ul style="list-style-type: none"> <li>• Admissions are given on the merit basis. Reservation policy of Government is strictly followed.</li> <li>• General counselling to students is conducted to make students aware about admission procedure, subjects combination, fees structure, College rules, College facilities, Extra and co- curricular activities, etc.</li> <li>• Every student's seeking admission has to meet Admission committee and Principal along with either of the Parent or Guardian.</li> <li>• College prospectus is printed which has detailed information about admission procedure, subjects/ programmes/ papers, Exam rules, conduct rules, etc.</li> <li>• Temporary bank counter is opened in the campus for payment of fees.</li> </ul> |
| Administration                | <ul style="list-style-type: none"> <li>• Administration and Departments are computer assisted.</li> <li>• Biometric equipment with computer attached software installed</li> <li>• WhatsApp Groups for teaching and non teaching staff created. Various urgent notices and information is transmitted via these groups at various times.</li> </ul>  |
| Finance and Accounts          | <ul style="list-style-type: none"> <li>• Maintenance the college accounts through Tally</li> <li>• Reception of salary fund from Govt. through ELECTRONIC CLEARING SERVICE</li> <li>• Salary of staff is transferred directly to the bank account.</li> <li>• During the new admission process, the financial transactions by the students are made directly into Bank. Temporary Bank counter is opened in the campus.</li> </ul>   |
| Student Admission and Support | <ul style="list-style-type: none"> <li>• Admissions process is computer assisted.</li> </ul>   |
| Examination                   | <ul style="list-style-type: none"> <li>• Special software is used to prepare exam. Results.</li> </ul>   |

#### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

| Year                               | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|------------------------------------|-----------------|--|--|-------------------|
| No Data Entered/Not Applicable !!! |                 |  |  |                   |

No file uploaded.

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

| Year                               | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|------------------------------------|--|---|-----------|---------|---|---|
| No Data Entered/Not Applicable !!! |  |   |           |         |   |   |
| No file uploaded.                  |  |   |           |         |   |   |

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|---|---------------------------------|-----------|---------|----------|
| No Data Entered/Not Applicable !!!              |                                 |           |         |          |
| No file uploaded.                               |                                 |           |         |          |

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

| Teaching  |           | Non-teaching |           |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent    | Full Time |
| 48        | 5         | 39           | 6         |

6.3.5 – Welfare schemes for

| Teaching  | Non-teaching  | Students   |
|---|---|--|
| <ul style="list-style-type: none"> <li>We have a P.E.S. employee's credit Co-operative society which avail hassle free loans at a very low interest and also a monthly saving scheme with good interest rate.</li> <li>Health services: The college has a medical centre that caters to the health-related issues of the Staff. Visits by doctors are arranged for students and staff as and when required.</li> <li>Child Care Leave: Child Care Leave is granted to faculty as per Government of India rules. Following staff have been sanctioned Child Care Leave in the current academic session.</li> </ul> <p>Teaching Staff : ? Mrs</p> | <p>We have a PES employee's credit Co-operative society which avail hassle free loans at a very low interest and also a monthly saving scheme with good interest rate.</p> <ul style="list-style-type: none"> <li>Health services: The college has a medical centre that caters to the health-related issues of the Staff. Visits by doctors are arranged for students and staff as and when required.</li> <li>Child Care Leave: Child Care Leave is granted to non-teaching staff as per Government of India rules. Following staff have been sanctioned Child Care Leave in the current academic session.</li> </ul> <p>Non Teaching Staff ? Mrs</p> | <ul style="list-style-type: none"> <li>Student's aid fund scheme</li> <li>Health services: The college has a medical center that caters to the health related issues of the students. Visits by doctors are arranged for students and staff as and when required.</li> <li>Counselling Cell: Career Guidance and counselling cell carries out career counselling for B. A/B. Sc Students.</li> <li>College counsellor handles cases needing personal counselling.</li> <li>Counselling services are free of cost and are beneficial for students at large.</li> <li>Teacher-Student Guide Scheme</li> </ul> <p>Every teacher is allotted a group of students and</p> |



Teja Gramopadhye (December 14 to April 15 Six months) ? Mrs Bhagyashree Haldankar (August 14 to April 15, Nine months). ? Mrs Anuradha Kanolkar (one month). • Medical Reimbursement: The college offers medical reimbursement facility for all permanent employees (Teaching and Non- Teaching) as per University rules. Employees submit medical bills and get reimbursed as per government rules. • Leave Travel Scheme: All Permanent Teaching and Non-Teaching Staff get reimbursement of Leave Travel Concession as per Govt. of India rules according to their individual entitlement.

Anita Narvenkar (August 14 to April 15, 249 days) ? Mrs Kunda Shet Narvenkar (September 14 to April 15 232 days) • Medical Reimbursement: The college offers medical reimbursement facility for all permanent employees (Teaching and Non- Teaching) as per University rules. Employees submit medical bills and get reimbursed as per government rules. • Leave Travel Scheme: All Permanent Teaching and Non-Teaching Staff get reimbursement of Leave Travel Concession as per Govt. of India rules according to their individual entitlement.

he/ she acts as local guardian/ mentor. Students meet Teacher frequently and discuss his/ her academic, and other problems. Teachers try to tackle with their problems. If required case is forwarded to counsellor. Students performing poorly in semester exams are identified and motivated to perform better.

#### 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

After completion of each financial year college undertakes internal audit of the college accounts. The preparation of the internal audit of 2014 – 2015 was entrusted to Chartered Accountant M/s S. B. Sardesai, Margao a reputed Chartered Accountant firm. After the internal audit report is ready, it is placed before the Governing Body (GB) meeting. After acceptance of the report in the GB meeting, the Directorate of Higher Education, Government of Goa, conducts audit of the college accounts.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|--|-------------------------------|---------|
| No Data Entered/Not Applicable !!!                       |                               |         |
| No file uploaded.  |                               |         |

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

#### 6.5 – Internal Quality Assurance System

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

| Audit Type     | External |        | Internal |           |
|----------------|----------|--------|----------|-----------|
|                | Yes/No   | Agency | Yes/No   | Authority |
| Academic       | No       | NA     | No       | NA        |
| Administrative | No       | NA     | No       |           |

#### 6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

The Parents Teachers Association (PTA) of the college is active and plays an important role in:

- Providing valuable suggestions for development of the institution to make it a best learning place.
- Pointing out the weaknesses of the college related departments and suggesting rectification.
- Communicating views which the students feel shy to communicate directly to the teachers about the college and the departments.
- Organising lectures for students and parents about health and hygiene, etc.

#### 6.5.3 – Development programmes for support staff (at least three)

- Encourage to pursue higher studies.
- Deputing staff for trainings

#### 6.5.4 – Post Accreditation initiative(s) (mention at least three)

- **Computer Laboratory:** The College has a well-equipped computer laboratory with networking facility. It has 38 computers. All the science departments and common staffroom have computers. Some of the arts departments are also equipped with a computer, scanning, printing and photocopying facilities.
- **Ladies Common Room:** Since 65 - 70 per cent of the strength of the college is represented by the girls. The college has developed a well ventilated and spacious ladies common room with all the facilities including the attached toilets.
- **Girls Hostel:** The girls hostel is being constructed with UGC funds. The building is complete in all respect and we are awaiting the regulatory authorities to give us occupancy certificate.
- **Internet Service:** The College has an internet facility for the staff in the administrative block. The college also has a plan to provide internet and other related facilities to the students and staff. Besides, the entire college campus will have internet enabled services.
- **Sounved:** Teachers are involved in presenting their research work at State, National and International fora. College has started its in-house research journal called Sounved to publish the research findings of its faculties and students.

#### 6.5.5 – Internal Quality Assurance System Details

|  |     |
|--|-----|
| a) Submission of Data for AISHE portal | Yes |
| b) Participation in NIRF               | No  |
| c) ISO certification                   | No  |
| d) NBA or any other quality audit      | No  |

#### 6.5.6 – Number of Quality Initiatives undertaken during the year

| Year                               | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|------------------------------------|------------------------------------|-------------------------|---------------|-------------|------------------------|
| No Data Entered/Not Applicable !!! |                                    |                         |               |             |                        |
| <a href="#">View File</a>          |                                    |                         |               |             |                        |

### CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

#### 7.1 – Institutional Values and Social Responsibilities

##### 7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

| Title of the programme             | Period from | Period To | Number of Participants |      |
|------------------------------------|-------------|-----------|------------------------|------|
|                                    |             |           | Female                 | Male |
| No Data Entered/Not Applicable !!! |             |           |                        |      |



### 7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

#### Percentage of power requirement of the University met by the renewable energy sources

Percentage of power requirement of the College met by the renewable energy sources • The students of Philosophy and Environmental Ethics organized an exhibition - cum - sale of creative and environmentally friendly handicrafts made by students of the undergraduate course on August 21, 2014. • On 10th September, 2014 a talk cum slide show on 'Common Woodland Birds' by Dr. Milind Kulkarni (Associate Professor of Mathematics, P.E.S. R.S.N. College) was held by the Zoology study forum. • Students of Botany participated in three-day workshop in 'Capacity Building in Systematics in Diversity and Ecology of Mangroves and Associated Flora with special reference to Goa Coast' from 12th to 14th November 2014 at NIO, Goa. • Staff members are encouraged to attend seminars/ workshops related to Environmental Consciousness /Biodiversity. Ms. Lynette Fernandes from department of Botany attended Workshop on "Preserving Indigenous Flora and fauna, local varieties and breeds" organized by Goa State Biodiversity Board, Goa on 19th November 2014 at International Centre, Dona-Paula. • On 31st January, 2015 the Zoology study forum organised a talk cum slide show and live demonstration of the venomous and non venomous snakes of Goa by Shri. Amrut Singh, President of Animal Rescue Squad, Bicholim. • A Photography competition on 'Butterflies' and 'Birds' in and around college campus was held and the prize-winning students were suitably awarded. This competition was conducted to inculcate and generate an interest and awareness in the students about the different types of butterflies and birds available in and around college campus. • "Save energy" initiative is taken by the students' council and staff members to make students and other users aware by making them switch off lights, fans, etc. before leaving the classroom or when not required. • Car pooling is done by the staff members. • Wall paper activities by students of Botany and Zoology departments, Poster competition, Rangoli Competitions are conducted on the theme of Biodiversity and nature conservation. • Student' s council, NSS, Nature club, Zoology Study Forum, Botany colloquium organize street plays on the theme of Nature conservation.

### 7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities            | Yes/No | Number of beneficiaries |
|----------------------------|--------|-------------------------|
| Rest Rooms                 | Yes    | 817                     |
| Any other similar facility | Yes    | 817                     |

### 7.1.4 – Inclusion and Situatedness

| Year                               | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
|------------------------------------|--|--|------|----------|--------------------|------------------|--|
| No Data Entered/Not Applicable !!! |  |  |      |          |                    |                  |  |
| <a href="#">View File</a>          |  |  |      |          |                    |                  |  |

### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

| Title   | Date of publication | Follow up(max 100 words)            |
|---|---------------------|-------------------------------------|
| The Goa University Act, 1984 28 (1) (2) (3) and | 19/06/2014          | Conditions of service of employees. |

|  |            |  |
|--|------------|--|
| (4)  |            |  |
| The Goa University Act, 198429 (1) and (2)                             | 19/06/2014 | Procedure of appeal and arbitration in disciplinary cases against students           |
| The Goa University Act, 1984-30  | 19/06/2014 | Right to appeal  |
| The Goa University Act, 1984-26  | 19/06/2014 | Maintenance of discipline among students of the University                           |
| The Goa University Statute SC-3 (ii):                                  | 19/06/2014 | Responsibilities of the Principal of the College                                     |
| The Goa University Statute SC-5 (iii)                                  | 19/06/2014 | Assessment of Teachers Work:   |
| The Goa University Statute SC-5 (iv)                                   | 19/06/2014 | Probation and confirmation   |
| The Goa University Statute SC-5 (viii)                                 | 19/06/2014 | Duties of teacher  |
| The Goa University Statute SC-5 (xii)                                  | 19/06/2014 | Suspension, Compulsory Retirement, SC Termination, removal / Dismissal from service: |
| The Goa University Statute SC-5 (xiii)                                 | 19/06/2014 | Release from Service   |
| The Goa University Statute SC-5 (xviii)                                | 19/06/2014 | Duties   |
| The Goa University Statute -SC-5 (xx) Code of Conduct                  | 19/06/2014 | Code of Conduct  |
| The Goa University Statute SC-6 Disciplinary proceedings and penalties | 19/06/2014 | Disciplinary proceedings and penalties   |

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity                           | Duration From | Duration To | Number of participants |
|------------------------------------|---------------|-------------|------------------------|
| No Data Entered/Not Applicable !!! |               |             |                        |
| <a href="#">View File</a>          |               |             |                        |

#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Tree plantation programme is jointly organised by PES management and survival nature club to increase the green cover of the campus.
- Awareness is created amongst the students to maintain the campus clean and green and to minimise the use of plastic.
- Under National Service Scheme, 727 student volunteers were enrolled in the academic year and various activities like plastic collection drive, cleaning drive of the college campus were undertaken.
- S.Y.B.Sc. Botany students planted medicinally important plants which contributed towards the medicinal plants garden which was set up this year in association with the Survival Nature Club of our College.
- Naming of Medicinal plants in the campus is undertaken.

#### 7.2 – Best Practices

## 7.2.1 – Describe at least two institutional best practices

**Best Practice – I**

1. Title of the Practice: Teacher- Student Guide Scheme

2. The context that required the initiation of the practice – To provide personal attention to realize individual potential, to build a cordial relationship between the students and teachers, to provide guidance and monitor the performance of the students in academic programmes.

3. Objectives of the practice – In one of the staff meeting, it was felt that the students should be mentored by the teachers in their academic and personal life. Teachers as mentors will have a positive impact in the life of the student and act as guardian of the allotted students. The scheme works in the atmosphere of trust between the students and the teachers.

4. The practice – Each academic year, a group of students of different subjects of the Arts and Science faculty are allotted to the teachers. The teachers are supposed to conduct at least two to four meetings with the allotted students in a year. That is how the teachers take stock of their academic performance as well as personal problems. The concerned teacher identifies the cases of academic, financial and personal problems. Teacher in consultation with the Principal, subject teachers, parents and if necessary, management is involved in resolving the problem. In serious cases, a help of professional counsellor is sought.

5. Obstacles faced if any and strategies adopted to overcome them – On an average, 10 per cent of the students come under problematic category. Time constraint of the teacher, cooperation from students as well as their parents need to be considered.

6. Impact of the practice

1. Regular and Punctual Improvement in attendance.

2. Sincerity in work.

3. Improvement in Performance.

4. Improvement in Social Life.

5. Decrease in Dropout and Failures.

7. Resources required – Besides faculty involvement, experts such as social workers, psychologist, psychiatrist, etc. are required for the better outcome of this scheme.

**Best Practice – II**

1. Title of the Practice: Book Bank Scheme

2. The context that required the initiation of the practice– Needy and deserving students should get a copy of the text books for their study. The other goal is that the books which are costly, rare, and beyond the purchasing power of the students should be made available to them.

3. Objectives of the practice The majority of the students are from weaker, economically backward and marginalized sections of the society coming from rural areas. The Principal and the staff felt that the students depend upon the notes of the teachers rather than extracting additional information from the books, as purchase of such books is beyond their reach. Hence, they should be provided with the text as well reference books.

4. The Practice In the beginning of each academic year, the applications are invited from students who would like to avail this facility. A book bank committee appointed by the Principal monitor the scheme and the books are issued to the deserving students. Those students who are in need of some reference books which are not available in the library are provided through this scheme. The contribution to this book bank in the form of books is from ex-students, well-wishers, retired teachers, retired scientist from various research institutions and from industries.

5. Obstacles faced if any and strategies adopted to overcome them– The scheme has an inherent problem in selection of students who need this facility. Due to mishandling, the pages of the books get torn, books are damaged and hence they cannot be in use for the next batch.

6. Impact of the practice Every year, around 20 percent of the students strength of the college avail this facility, whereas many students use this facility for reference purpose. Due to this scheme, reading and study habit among the students have developed which is a healthy sign. Performance of students has also improved.

7. Resources Required – Separate place for storing and maintaining the books different from the library of the college is essential. Manpower and maintenance of records have to be catered.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

• The College located in Ponda, the Cultural Capital of Goa is serving the cause of higher education for the rural community of the area for last 28 years. The distinctiveness of this institution lies in the fact that it cater to first generation learners and or first generation graduates and mostly girls who aspire for higher education. • The institution enrolls students generally from all classes. • The transfer of knowledge and skills by highly qualified and efficient faculty molds the students into highly employable individuals and propels holistic development. We have maximum Teachers with Ph.D. degree than any college in the state of Goa. • Our enrolment has been 817 students of which 195 are boys and 622 girls. If we look at the initial years when we began this college, our enrolment was 420 students, 208 boys and 212 girls. There is hence a steady increase in the number of girls and also in the enrolment. • The student feedback conducted, to obtain feedback on various institutional qualitative aspects viz. teachers, departmental infrastructure, curriculum, campus infrastructure, office, and library. • Strong bond of relation between Staff and students. • Strong bond of relation between Staff and management and whole hearted support of management. • Conduct of Seminars and workshop. • Motivating teachers to present research papers in seminars/ conference/works shops organized at state/ National, International level. • Teacher student guide scheme (Mentoring). • No cut off percentage for admission. University results better than or at par with University results. • Completed and ongoing Research Projects. • The college motivates girls and boys for their social responsibilities through social/ community activities/ extension activities /outreach programmes. • Encouraging students to participate in Extra-curricular and co-curricular activities conducted by college and other institutions. The college always concentrates on students' qualitative performance along with their overall personality development. • Our students have excelled in academics as well as co- curricular activities which subsumes with aims and objectives of the institution. Our vision/mission clearly states that this institution will be the nucleus for higher education and prepare our youth to be capable, useful and upright citizens of this country able to deal with contemporary challenges and act as a catalyst for the all-round development of the community. Our focus is on the rural community and the education for all.

Provide the weblink of the institution

<http://pesrsncollege.in/website/pdf/2014-15-Institutional-Distinctiveness.pdf>

### 8.Future Plans of Actions for Next Academic Year

• To start Post graduate program in chemistry from June 2015. • To start 6-unit course in Economics and Konkani. • To encourage faculty development programs, like conduct of seminars, workshops, etc. • To encourage Staff to attend and present research papers in Seminars/Conferences. • To initiate the process of Automation of library. • To cater to the needs of slow learners through remedial classes. • To provide Placement services to students. • To promote Extracurricular and Co-curricular activities amongst students for all round development. • Motivation of staff to publish books and papers. • Motivation of staff to complete Research work. • Career advancement of staff