



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution	PONDA EDUCATION SOCIETY'S COLLEGE OF ARTS AND SCIENCE
Name of the head of the Institution	Dr.Vikas J. Pissurlekar
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	08322335171
Mobile no.	9403879594
Registered Email	pessrsncol@gmail.com
Alternate Email	pesrsniqac@gmail.com
Address	P.E.S's Ravi S. Naik College of Arts and Science, Farmagudi, Ponda - Goa
City/Town	Ponda
State/UT	Goa
Pincode	403401

2. Institutional Status																									
Affiliated / Constituent			Affiliated																						
Type of Institution			Co-education																						
Location			Rural																						
Financial Status			Self financed and grant-in-aid																						
Name of the IQAC co-ordinator/Director			Dr. Sunita Borkar																						
Phone no/Alternate Phone no.			08322335171																						
Mobile no.			9860262945																						
Registered Email			pesrsniqac@gmail.com																						
Alternate Email			sunib456@gmail.com																						
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)			http://pesrsncollege.in/website/pdf/AQAR2015-16.pdf																						
4. Whether Academic Calendar prepared during the year			Yes																						
if yes,whether it is uploaded in the institutional website: Weblink :			http://pesrsncollege.in/website/pdf/calendar2016-2017.pdf																						
5. Accrediation Details																									
<table border="1"> <thead> <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> </thead> <tbody> <tr> <td>1</td> <td>Three Star</td> <td>0</td> <td>2002</td> <td>12-Feb-2002</td> <td>11-Feb-2007</td> </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> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	Three Star	0	2002	12-Feb-2002	11-Feb-2007	2	B	2.77	2015	01-May-2015	30-Apr-2020
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1	Three Star	0	2002	12-Feb-2002	11-Feb-2007																				
2	B	2.77	2015	01-May-2015	30-Apr-2020																				
6. Date of Establishment of IQAC			30-Apr-2011																						
7. Internal Quality Assurance System																									
<table border="1"> <thead> <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</th> <th>Date & Duration</th> <th>Number of participants/ beneficiaries</th> </tr> </thead> <tbody> <tr> <td colspan="3"> </td> </tr> </tbody> </table>						Quality initiatives by IQAC during the year for promoting quality culture			Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries														
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IQAC		
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
No Data Entered/Not Applicable!!!				
View File				

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 :	4
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?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
No Data Entered/Not Applicable!!!	
View File	
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	Achievements/Outcomes
No Data Entered/Not Applicable!!!	
View File	
14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
PES governing council	11-Oct-2017
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	11-Mar-2017
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)	<ul style="list-style-type: none"> • The college is using technology and has started augmenting the required infrastructure on a slow pace to keep up with the information age. The Information Communication Technology is being used partially in daytoday workings for better connectivity to the stake holders. The college has computers and uses softwarebased 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. • College has its own website which maintains information systems required for faculty, staff, students and general public. • WhatsApp Groups of teaching and nonteaching staff is created. Various urgent notices and information is transmitted via these groups at various times. Some departments also have created WhatsApp groups.

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 to implement curricular, co-curricular and extra-curricular activities to be conducted in the academic year and allot 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 distribute 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 seminars. 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 two semesters are conducted by the college. Question paper setting and evaluation is done by teacher teaching the course/ paper/ subject. SEEs of Semester 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 Semester V and VI are 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 the 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
Basic concept and skill in Counselling and Spanning	NA	28/02/2017	10	Work for charities focusing on mental health, home lessness, adoption, rehabilitation centre. Opportunity in health care sectors.	Integrating communication skills, Active listening, basic empathy, problem solving, interpersonal relationships, coping with stress

					Counselling and emotion. training provides students to decide the suitable area to pursue career in counselling.	
Writing for print media	NA	24/04/2017	8		Candidates can be employed in fields of journalism, newspapers, magazines and also publishing sector/ press.	Writing reports, drafting news, Feature writing, editing/ slogan/ Headline, caption writing
Food Technology	NA	05/12/2016	3		Scope to join any government office or administrative office in educational institutional where basic knowledge of computer is required.	Knowledge of computer application software used for word processing
History of classical Dance - bharathnatyam.	NA	16/09/2016	1		Self-employment. Spread of Indian Culture, Traditions, and Heritage. Dance Instructors Further study Bharathnatyam.	Students learnt bharathnatyam dance skills, history of bharathnatyam, harathnatyam mudras (hand gestures), Meditation
Introduction to Archeology	NA	19/08/2017	5		Opportunity to join Directorate of archives and Archeology and State Museum. Tour Guides in	Basic knowledge of archeology imparted to the students. Students learnt the basic

Museums. knowledge of
Further, excavation.
studies in
the field of
Archeology.

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 !!!		
View File		

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
MSc	Organic Chemistry	15/06/2016

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

	Certificate	Diploma Course
Number of Students	275	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 !!!		
View File		

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 !!!		
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
ALUMNI'S FEEDBACK ABOUT COLLEGE Feedback about courses and programs, teaching faculty, quality of teaching, behavior of teachers, motivation for research culture, completeness of the syllabus/curriculum, good library facilities, atmosphere of teacher student relationship, co-operation of teachers and

administrative staff, was in grade point 5. **ALUMNI'S FEEDBACK ON CURRICULUM** Majority of the alumni agree that the academic flexibility provided them opportunities to pursue interest by choosing the specialization at the UG level. Curriculum promoted employability, entrepreneurship and research culture and is capable of adding learning values in terms of skills, concepts and analytical abilities. **EMPLOYER'S FEEDBACK ON CURRICULUM** Most of the employers opined that present curriculum promote employability, entrepreneurship and research culture, intellectual aptitude, and personality development adding learning values in terms of skills, concepts and analytical abilities. 29 of them disagree that the syllabus is in tune with global trends. **PARENT'S FEEDBACK ABOUT COLLEGE** Parents are satisfied with the good infrastructure of the college and have found it to be safe and to have good learning experience for the children due to qualified faculty and co-operation from teaching and non-teaching staff. **PARENT'S FEEDBACK ON CURRICULUM** The syllabus is capable of adding learning values in students with respect to skills, concepts, knowledge, analytical abilities or broadening perspectives. It helps in developing the personality by inculcating adequate knowledge. 6 to 9 feel that the present curriculum does not promote employability, entrepreneurship and research culture and has no relevance to the latest technologies. **STUDENTS FEEDBACK ON CURRICULUM** The students opined that allocation of credits/ marks to the course is appropriate and in relation to the level of course work. Curriculum has good balance between theory and practical and has increased their knowledge and perspective. **TEACHERS FEEDBACK ON CURRICULUM** Most of the teachers are of the opinion that the course content satisfies the need of follow-on courses and prescribed reference materials are relevant. Few of them disagree that the course of studies carries sufficient numbers of optional papers and relevance and weightage of the theory and practical syllabus. **Student's Feedback on Teaching- Learning process and Infrastructure facilities** Majority of the student's feedback about induction and scope of the programme, pre-admission counselling, student guide scheme, internal evaluation, internship, field visits, teaching, syllabus coverage, identification of strengths and weakness, encouragement to students, teacher-student relationship, facilities in college, and support of staff was in grade point 5. Whereas, feedback for facilities like toilet, computer, internet, sports, canteen, seminar/conference room and maintenance of premises was in grade point 4. Student response to teachers using LCD projectors while teaching was maximum in Grade point 2 (70) and in Grade Point 3 (30). 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 LCD projector facility under RUSA funds. Reports were discussed with teachers and P.E.S. Management for improvisation. . These observations regarding curriculum were brought to the notice of BoSs through our faculties representing on them. (link:<http://pesrncollege.in/website/pdf/2016-17-Student-s-Feedback-on-Teaching-Learning-processInfrastructure-facilitiesteacher-feedback-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
No Data Entered/Not Applicable !!!				
View File				

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
2016	887	40	54	3	57

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
No Data Entered/Not Applicable !!!					
No file uploaded.					
View File of E-resources and techniques used					

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 to appropriately advise and guide them for the difficulties they express in course of time, this method was formalised. Based on the number of students and teaching staff, a small group of students is assigned to every teaching staff member, who acts as the Teacher Guide (Mentor) to the students in a group. • In this programme, the Teacher guide (considered as a college guardian) collects information about academic record of the students at high school and higher secondary school level and along with that the overall background of the family of the student. Teacher guide maintains a 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 practicals are advised for 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
1007	61	16.50

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
3	3	0	3	3

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	Designation	Name of the award, fellowship, received from
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	state level, national level, international level		Government or recognized bodies
No Data Entered/Not Applicable !!!			
View File			

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
No Data Entered/Not Applicable !!!				
View File				

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) monitoring committee consisting of the Staff members from Arts and Science Faculties, to monitor Intra Semester Assessments. • In every Semester, two ISAs are conducted which include 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, students are not allowed to answer Semester End Examination (SEE). • Home assignment method gives 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 data, besides inculcating research aptitude. • 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 months of August and October, and that of II/IV/VI are conducted in January and March. The marks are displayed on the notice board or are read by the teacher in the class. • Third 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 it 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. ISAs of all semesters and SEEs of Semester I, II, III, and IV are conducted as per the time table prepared by the college examination committee. • ISA 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. Paper wise marks are displayed on the notice board or informed in the class. Individual marksheets are distributed to students in the 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. 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://pesrsncollege.in/website/pdf/courses-2016-17.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
No Data Entered/Not Applicable !!!					
View File					

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)

<http://pesrsncollege.in/website/pdf/Student-Satisfaction-Survey-2016-2017.pdf>

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 !!!				
View File				

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 !!!				
View File				

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
No Data Entered/Not Applicable !!!		

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 !!!			
View File			

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 !!!	
View File	

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 !!!				
View File				

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/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			

[View File](#)

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 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/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
View File				

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 linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

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 !!!			
View File			

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
446829	378669

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
View File	

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 !!!			
View File			

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 Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	53	33	53	33	1	9	11	100	0
Added	0	0	0	0	0	0	0	0	0
Total	53	33	53	33	1	9	11	100	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
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2474224	2044814	1057020	873571
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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 P.E.S. Management. Usage of Conference and Seminar rooms is monitored by administrative office and librarian as both halls are in the library building. Halls are made available on first-come-first-served-basis for college and other sister institutes of P.E.S. with no charges. • College's 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 P.E.S. on request. • Canteen is managed by a 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 they 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 in-charges. Monitoring of maintenance of the sound system, LCD projectors, etc. is entrusted with the Technician of the Department of Physics who also assists/ guides its proper utilisation. Faculty members and students have open access to the use of LCD projector facilities made available for effective teaching and learning. • College administrative office monitors maintenances of classroom furniture. Classrooms remain occupied from 8.30a.m to 5.30p.m for academic teaching and for conduct of co-curricular/ extracurricular 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 attendants of the departments undertake the above tasks to the satisfaction of all concerned. Departments also maintain stock/ dead stock registers. • The library timings are from 08.30 a.m. to 05.30 p.m. Book issue timings are from 9.00 a.m. to 05.30 p.m. (except on Sundays and Holidays). Every student is allotted a 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, etc. Only examination committee and exam staff are allowed to enter. • HODs of all departments ensure that computer and internet facilities are strictly utilized for official purpose (academic and administrative) only and is password protected. Anti-virus software is installed. Maintenance of website, computer software and hardware are done through a private vender 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.

<http://pesrsncollege.in/website/pdf/Procedure-and-Facilities-2016-2017.pdf>

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 !!!			

[View File](#)

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 !!!

[View File](#)

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 !!!

[View File](#)

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

No Data Entered/Not Applicable !!!

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 !!!

[View File](#)

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 !!!

[View File](#)

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 !!!

[View File](#)

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 !!!

[View File](#)

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
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No Data Entered/Not Applicable !!!

[View File](#)

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 is 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 (UCR). UCRs 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, students 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 cocurricular, extracurricular, and extension activities. Representation of student's 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 representatives (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 (iii) Activities organised by students council for the year 2016-17 • Patriotic Singing Competition in two categories 'Group' and 'Solo'. • Intercollegiate Singing Competition based on monsoon 'Shravan Dhara' • Rangoli Competition (Solo event). • Mehendi Competition (Solo event). • A 3-day Cultural Festival 'Kala Sangam' which includes various competitions like Singing, Solo Dance, Group Dance, Mime Act, Quiz, Debate, Elocution Antakshari, etc. • On 2nd October, 2016, on the occasion of Gandhi Jayanti, 'Swacchata Diwas' was organised in collaboration with N.S.S unit within College area. • Organised a Legal Literacy Camp on 20th January 2017 in collaboration with District Legal Services Authority for College students. • Annual Athletic Meet. • Interclass Football and Cricket Tournaments. • Blood Donation Camp.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

35

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

1000

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni association is not registered . However a new committee which is unanimously elected for the term 2015- 2018 continues for 2016-17 Constituting the following 1. President :Shri. VenkateshGaunekar 2. Vice-President: Shri. MilindDessai 3. Secretary: Shri. TanmayBandodkar 4. Joint Secretary: Ms. SampadaVerenkar 5. Treasurer: Shri.SwapnilNaik 6. Jt. Treasurer: Shri. NileshZore 7. Members: Shri.BipinShinkre,Ms.Prachi Joshi, Ms. Shruti Bhosale, Mr. AmolVerekar, Ms. Nikita Shirodkar, Mrs. Samira Ali Activities of Alumni association • The Annual General Body Meeting of Alumni Association was held on 23rd October 2016. • Felicitation of Shri. Dattaprasad V. Prabhu Lawande, appointed as Additional Advocate General, Government of Goa. He delivered a talk on "Mhadei Water Dispute" on 10th December 2016. • Alumni Association organized a talk on "Goods and Service Tax Bill Implementation and Importance" by Shri. Vishant Naik Gaunekar, Assistant Commissioner Commercial Taxes on 10th December 2016. • Alumni Association organized a talk on "Right to Information Act" by Mrs. Vandana Jog on 10th December 2016.

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 the following organizational level: ? Management Level: Governing Council of Ponda Education Society is headed by Chairman and comprises of Vice Chairman, Secretary, Treasurer, and 5 Executive 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 (2 nos), Lower Division Clerk (4 nos) and Steno (1 no). • 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, recruitment 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 44 nos of committees) are constituted so as to have decentralized 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 Convener/ Co-Ordinator who coordinates by distributing

responsibilities further to his/her other members. • HoDs of the departments conduct meetings (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/Conveners 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
Curriculum Development	Many faculties of arts and science are members of Academic Council and Board of Studies or Co-opted members of Board of Studies of Goa University. They are involved in innovations in curricular design and transactions. Faculty members (BOS members) informally discuss various issues regarding curriculum with their departmental colleagues before attending BOS meetings. This academic year, 12 teachers represented on BOS and 2 on Academic Council. Curriculum of the certificate courses is prepared by the teachers of the department conducting the course which is then approved by the IQAC, Principal, and Governing Council.
Teaching and Learning	Teachers are given duty leave and encouraged to attend orientation, refresher and short-term courses. Faculty Development Programs are organized. Teachers are encouraged to avail study leave to pursue Ph.D. under UGC FIP or State Government study leave. This year 02 National level seminars and 4 college level workshops were conducted. Teacher's assessment by

	<p>students is done. Feedback from the stakeholders (teachers) regarding the curriculum and courses taught and other activities is 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 students.</p>
Examination and Evaluation	<p>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, and 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 14 teachers for practical examination were involved in Goa University exam work. Question paper setting and evaluation of all ISA exams is done by college subject teachers. Exam result sheets are distributed to students in presence of their parents/guardians by the mentor teachers.</p>
Research and Development	<p>Ongoing: 02 Completed: Nil • Encourages faculty to present papers in International/National/State Level seminars and workshops as participants and resource persons. • College explores various funding agencies (DHE, DBT, DST, ICSSR, UGC, etc.) for sponsoring major/ minor projects. • Motivates the faculty members and the students to organise various seminars workshops at Institutional/ State/ National/ International levels.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>Library • Library is partially automated. • Some of the departments have departmental library. • Book exhibitions are often held. This year book exhibitions by publishers/book sellers such as Verma Book Stall, Pune Ideal Book Service, Belgaum Book Mate, Ponda, etc. were held. • This year 55 textbooks worth Rs. 41638.00, 43 Reference books worth Rs.22289.00 and 36 Journals were added. Bar-coding of books is initiated. • Internet connection to all science departments and staff room is provided. Physical Infrastructure: • Laboratory equipment procured. Technology Up gradation: • Biometric and TALLY accounts systems installed. • Fully computerized office</p>

	and accounts section. • Examination Software installed.
Human Resource Management	<p>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 involved in counselling and placement of the students. The non-teaching staff 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. Involving teaching and non-teaching staff in different committees and sub-committees ensure academic and administrative success. Staff also helps P.E.S. management in its education-oriented activities. Feedback mechanism helps in self-improvement of staff and improvement of infrastructure.</p>
Industry Interaction / Collaboration	<ul style="list-style-type: none"> • College has signed MOU with some of the industries. • Many of our Alumni working in the industries all over Goa are on good positions which help our placement cell to give placement to our graduates. On campus interviews held by different industries and employers has helped to get jobs at pharmaceuticals, food, beverages, and other industries. • Industrial training, industry linked project work, invited lectures by industry officers and industrial visits help in grooming and training of the students and develop contacts. • Interaction of teachers with industries helps in suggesting changes in syllabus/ curriculum to BOS.
Admission of Students	<ul style="list-style-type: none"> • Admissions are given on 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 students 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.

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

E-governance area	Details
Planning and Development	Departments committees, subject associations and clubs are headed by the teacher who works closely with the IQAC. Plan of action is prepared by the IQAC. The IQAC ensures that all the data pertaining to the AQAR of the Departments, Statutory Bodies, Clubs, etc. are collected so that it can be used for many official purposes like magazine reports, annual reports, AQAR, etc. Heads of the departments submit their departmental requirements to Principal in the last week of previous academic year. Annual budget is prepared, Governing council's approval is obtained. Purchases are made by inviting quotations and subsequent procedure.
Administration	<ul style="list-style-type: none"> • Administration and Departments are computer assisted. • Biometric equipment with computer attached software installed • WhatsApp Groups for teaching and non-teaching staff created. Various urgent notices and information is transmitted via these groups at various times.
Finance and Accounts	<ul style="list-style-type: none"> • Maintenance the college accounts through Tally. • Reception of salary fund from Govt. through ELECTRONIC CLEARING SERVICE. • Salary of staff is transferred directly to the bank account. • During the new admission process, the financial transactions by the students are made directly into Bank. Temporary Bank counter is opened in the campus.
Student Admission and Support	<ul style="list-style-type: none"> • Admissions process is computer assisted.
Examination	<ul style="list-style-type: none"> • Special software is used to prepare exam results

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 !!!				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
46	8	40	7

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> 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. Health services: The college has a medical center that caters to the health related issues of the Staff. Visits by doctors are arranged for students and staff as and when required. Child Care Leave: Child Care Leave is granted to faculty as per rules. Following staff have been sanctioned Child Care Leave in the current academic session. Teaching Staff : ? Mrs Bhagyashree Haldankar (December 2016 to May 	<ul style="list-style-type: none"> 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. Health services: The college has a medical center that caters to the health related issues of the Staff. Visits by doctors are arranged for students and staff as and when required. Child Care Leave: Child Care Leave is granted to non-teaching staff as per Government of India rules. Medical Reimbursement: The college offers medical reimbursement facility for all permanent employees (Teaching and 	<ul style="list-style-type: none"> Student's aid fund scheme 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. Counselling Cell: Career Guidance and counseling cell carries out career counselling for B. A/B. Sc Students. College counsellor handles cases needing personal counselling. Counselling services are free of cost and are beneficial for students at large. Teacher-Student Guide Scheme Every teacher is allotted a group students and he / she acts as local

2017: Six months). ? Dr. Ms. Carolina Fernandes (July 2016 to April 2017 : 299 days) • Medical Reimbursement: The college offers medical reimbursement facility for all permanent employees (Teaching and Non- Teaching) as per 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..	Non- Teaching) as per 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..	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.
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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 of each financial year college undertakes internal audit of the college accounts. The preparation of the internal audit of 2016 - 2017 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	NA

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

The Parents Teachers Association (PTA) of the college is active. • Providing valuable suggestion 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 department. • PTA organises 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. • Workshop by Dr. Suraj Kanekar on Lives Second Innings (Health Care in later Age) Faculty Improvement Programme (FIP).
- Investor Awareness Program conducted by Shri Arthur Costa, Asst. Vice-President and Cluster Head HDFC. (FIP)

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. • **P.G. Course-** M.Sc part II in Organic chemistry commenced. • **U.G. course-** BA Six units in History commenced. • **UG course-** - BSc. six units in Mathematics application submitted to Goa University and DHE • **Existing Student mentoring system** for holistic development of students strengthened. • **Construction of Laboratory building** commenced. • **Conduct of Six certificate courses.**

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 !!!					
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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
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			Female	Male
Basic concepts and skill in Counselling organized by Department of Psychology	28/02/2017	02/03/2017	43	20
Students Presented Power Point presentation- 'Is today's younger generation responsible or Irresponsible' at the Seminar organised by Goa Science Centre and Planetarium on in celebration of World Population	12/07/2016	12/07/2017	2	0
A Legal Literacy Camp in the college in collaboration with District Legal Services Authority, North Goa related to Anti Ragging Law and Beti Padhao.	20/01/2017	20/01/2017	120	45

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
<p>Department of Physics organised competition on "Alternate energy source: need of the hour" for B. A. / B. Sc. Green Audit' of the campus :Team Green Audit in collaboration with department of botany. Surveyed the entire campus of PES and prepared 'Green Audit' of the campus A photography competition for the students on the theme "Monsoon Fauna'was organised by Zoology Study Forum on 25th June 2016 "Best out of plant waste competition was organised by Department of Botany on 13th August, 2016 . Poster Competition on the theme "Go Green this Ganesh" was organized by Survival Nature Club in the month of September 2016. Hand Painting Competition on the theme "Wild Animals" for the students was organised on 14th December 2016 by Zoology Study Forum (ZSF) "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 colloquim organize street plays on the theme of Nature</p>

conservation.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	No	0
Ramp/Rails	Yes	0
Braille Software/facilities	No	0
Rest Rooms	Yes	0
Scribes for examination	Yes	0
Special skill development for differently abled students	No	0
Any other similar facility	Yes	0

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 !!!							
View File							

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 (4)	15/06/2016	Conditions of service of employees.–
The Goa University Act, 198429.(1) and (2)	15/06/2016	Procedure of appeal and arbitration in disciplinary cases against students
The Goa University Act, 1984-30	15/06/2016	Right to appeal.
The Goa University Act, 1984-26	15/06/2016	Maintenance of discipline among students of the University
The Goa University Statute SC-3 (ii):	15/06/2016	Responsibilities of the Principal of the College
The Goa University Statute SC-5 (iii)	15/06/2016	Assessment of Teachers Work:
The Goa University Statute SC-5 (iv)	15/06/2016	Probation and confirmation

The Goa University Statute SC-5 (viii)	15/06/2016	Duties of teacher
The Goa University Statute SC-5 (xii)	15/06/2016	Suspension, Compulsory Retirement, SC Termination, removal / Dismissal from service:
The Goa University Statute SC-5 (xiii)	15/06/2016	Release from Service
The Goa University Statute SC-5 (xviii)	15/06/2016	Duties

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

• Tree plantation programme is jointly organized by P.E.S. management and survival nature club to increase the green cover of the campus. • NSS Volunteers organised tree plantation programme in the campus on 13th August 2016. Various saplings of mangoes, coconuts and other fruits were planted. • Awareness is created amongst the students to maintain the campus clean and green and to minimise the use of plastic. • "Plant of the week" activity was initiated in the department of Botany involving all Botany students from F.Y., S.Y. and T.Y. B. Sc. Students were asked to collect one plant every week from their locality along with short description and was displayed outside the department of Botany. • "Best out of plant waste competition" was organized for the students on 13th August, 2016. • On 2nd October, 2016 on the occasion of Gandhi Jayanti, a Campus Cleanliness Drive 'Swatchchta Diwas' was jointly organized by the Students' Council and NSS Cell of the college within the college campus area. About 400 Students of the college enthusiastically participated in the activity.

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 : Plastic milk packet collection, recycling and preparation of short documentary film. 2. The context that required the initiation of the practice- To generate Environmental Consciousness and Sustainability amongst the public and to make awareness about recycling of collected plastic bags. 3. Objectives of the practice a. To generate awareness about Environmental Consciousness and Sustainability amongst the public and NSS volunteers. b. To prevent public from disposing plastic mixed with other wastes. c. To make public and NSS volunteers aware about recycling of empty plastic milk packets. d. To prepare a short documentary film depicting involvement of NSS volunteers (youth) in collection of empty milk bags from house to house in their vicinity and understanding importance of recycling of the same. 4. The practice Every N. S. S. volunteer was asked to submit two hundred and fifty empty plastic milk packets of any brand properly washed, cleant and dried from their vicinity for recycling . The N. S. S. volunteers of our college collected about one lakh forty five thousand empty plastic milk packets weighing more than two hundred Kilograms during the last two years and the same was sent to Plastic Recycling Plant in Madkai Industrial Estate, Madkai- Ponda. Plastic Recycling Plant purchased this plastic and amount collected was utilized for preparing a documentary film. 5. Obstacles faced if any and strategies adopted to overcome 1. Convincing public for keeping empty milk packets (properly washed, cleant and dried) and not throwing them out. 2. Convincing public that these empty milk packets can be recycled as they had a wrong assumption that collected empty milk packets are reused by milk dairies. 3. Limitation of storage space, protecting the collected packets from ants and rodents and foul odor generated if they are not washed and dried properly.. Volunteers were trained for convincing the public about why these bags are collected and how this plastic can be recycled. Further, they were trained to explain them about how milk packing is done and why these collected bags cannot be used for packing milk again. College provided special room for stocking these plastic bags. 6. Impact of the practice General public and NSS volunteers realized the importance of recycling of the plastic empty milk bags rather than throwing them out along with other litter and causing harm to the environment where they live. After realizing and understanding the importance of recycling of plastic bags, NSS volunteers suggested that money collected be used for preparing short documentary film depicting their experience and making youth, housewivese, and general public aware about not throwing plastic bags out but send them for recycling. Documentary film is complete and has been released. 7. Resources required Self motivated NSS volunteers and programme officers. Inspiration and co-operation from plastic recyclers .

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

<http://pesrnscollege.in/website/pdf/2016-17-Best-Practices.pdf>

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 the last 29 years. The distinctiveness of this institution lies in the fact that we 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 moulds 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 887 students of which 204 are boys and 683 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 are 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. • The institution also promotes and preserves the social and cultural diversity in organizing programmes consistently to revive and enrich the traditional/ folk Art forms in this culturally rich locale. It is a tradition to commence our Annual Gathering with the recital of "Chowgudo" a musical form in the temple premises, a small step to preserve and carry forward a rich legacy. Dying and traditional games have been introduced into our Annual sports day, with little or no investment these traditional games are lessons in learnt in team work and unity. • The Primary focus being holistic development our students participate actively in extension activities, outreach programmes, summer internship and other programmes. The college N.S.S unit has adopted villages under Government of India, schemes. The extension cell of our college conducts varied programs to not only impart skills, but also create awareness among the local residents. • To equip the student with a variety of life skills, the college has taken up initiative to conduct a number of certificate courses apart from the regular courses. • Our institution has taken steps towards preservation of environment, by conducting Green Audit and publish it in the form of a book. Our college has collaborated with a biodiversity group.

Provide the weblink of the institution

<http://pesrsncollege.in/website/pdf/2016-17-Institutional-Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

- Introduction of the CBCS program at undergraduate level for F.Y. B.A and B.Sc.
- Implementation of uniform for the students from the academic year 2017-18. • To start 6 units of Mathematics.at T.Y. B.Sc • To start Post graduate program in Microbiology. • To increase the programme options available to students in terms of Diplomas and Certificates courses • To encourage faculty development programmes, like conduct of seminars, workshops etc. • To encourage Staff to

attend and present research papers in Seminars/Conferences. • To apply for major/minor research projects to various funding agencies. • To set up Food technology incubation centre. • To cater to the needs of slow learners through remedial classes. • To provide Placement services to students . • To promote Extra curricular and Co curricular activities amongst students for all round development. • To encourage students to participate in Extra curricular and Co curricular activities organized by other institutions. • Infra structure development of the college for new constructions, repairs, renovations and purchase of new equipments through RUSA Funds. • To further strengthen Extension and outreach programees. • To Apply for N.I.R.F. • To promote collaborative research through Memorandum of Understanding (MoU) with academic bodies / industries. • To conduct Career advancements of staff