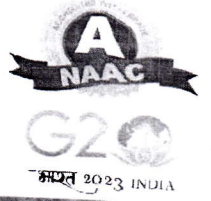




GOVERNMENT OF GOA
GOVERNMENT COLLEGE OF COMMERCE AND ECONOMICS
BORDA, MARGAO-GOA

Affiliated to Goa University
NAAC Accredited with Grade 'A' (CGPA of 3.12 on a 4 Point Scale)
Recognised by UGC under sec. 2(f) and 12(B)



No.GCCEM/ADM/IQAC /2024-25/ 221

Dated: 25/05/2024

IQAC MEETING NOTICE

A Meeting of the IQAC is rescheduled to 31st of May 2024 at 11.00 a.m. in the College Seminar Hall.

Agenda of the Meeting:

1. Confirmation of the minutes of the last meeting held on 23rd December, 2023
2. Autonomous Status of the College
3. Starting of New Programmes for 2024-25
4. Approval of the Academic Calendar for 2024-25
5. Reporting of activities conducted during the academic 2023-24
6. Floating of Add on/Certificate Courses for 2024-25
7. Best Practices and New Initiatives for 2024-25
8. Feedback Reports
9. AoB

All members of the IQAC are required to be present for the meeting.

Prof.(Dr.) F.M. Nadaf

Officiating Principal
PRINCIPAL

Govt. College Of Commerce & Economics
BORDA, MARGAO, GOA

To,

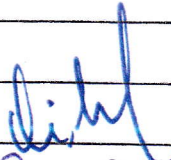
All members of the IQAC Committee

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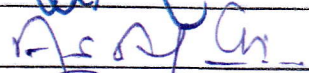
1. IQAC Meeting file
2. IQAC – Convenor
3. Guard File

Members present for the meeting -

1. Prof F.M. Nadaf


Prof F.M. Nadaf

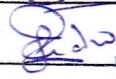
2. Arant Agni



3. Prof. Vitthal Tilvi



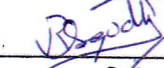
4. Ms. Lily Endro




5. Aron Pereira



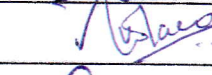
6. Rupali Vijay Sangodkar




7. ONKAR ANAPUR



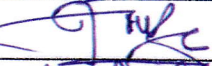
8. Vembly Megha Lakshmi



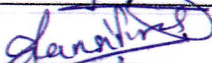
9. Mukta Madanant Naik



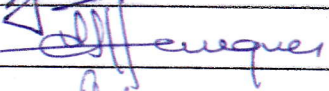
10. Dr. Maria Fatima De Souza



11. Shansi Pires



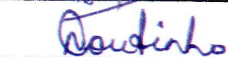
12. Dr. Elizabeth Meneguete



13. Nayana Shankar



14. Nerita V. Coutinho e fernandes



Minutes of the IQAC Meeting held on the 31st of May 2024

A meeting of the IQAC was convened on the 31st of May 2024 at 11.00 am in the College Seminar Hall. The agenda of the meeting was as follows:

1. Confirmation of the minutes of the last meeting held on 23rd December 2023
2. Autonomous Status of the College.
3. Starting of New Programmes for 2024-2025
4. Approval of the Academic Calendar for 2024-2025
5. Reporting of Activities conducted during the academic year 2023-2024.
6. Floating of Add on/Certificate Courses for 2024-2025
7. Best Practices and New Initiatives for 2024-2025
8. Feedback Reports
9. AoB

Present at the meeting were the following members:

1. Prof.(Dr.) F.M Nadaf (Principal)
2. Dr. Maria De Souza
3. Mr. Onkar Ainapur
4. Mr. Aaron Pereira
5. Ms. Lily Endro
6. Mrs. Rupali Sangodkar
7. Ms. Mukta Cuncolienar
8. Ms. Vembly Colaco
9. Prof.(Dr.) Vithal Tilve, Representative of the Directorate of Higher Education, Porvorim
10. Ms. Nayana Shanbhag
11. Mrs. Nerita Coutinho
12. Mr. Anant Agni, Representative of Local Society
13. PTA President Mrs. Jhansi Pires
14. Dr. Elizabeth J. Henriques, IQAC Co-ordinator

Mr. Gaurang Kunkolienkar, external member representing industry, the alumni representative and the general secretary of the college student council were not present for the meeting. Dr. Pravin Kamat was unable to attend the meeting due to election duty. C. A Sneha Menon, Employer representative, sought leave of absence due to prior commitments.

1. **Confirmation of the minutes of the last meeting held on 23rd December 2023:** Dr. Elizabeth J. Henriques, the coordinator of the IQAC read out the minutes of the meeting held on the 23rd of December 2023. Referring to the minutes read out, the Principal Prof. F.M. Nadaf clarified that the college had initiated the process of getting the College Journal QUEST UGC listed. However, there was a discrepancy between the requirements stated in the UGC Care Portal and those specified in the form that needs to be filled in. He however stated that we will make another attempt to get the journal listed. He further opined that continuing the publication of the journal without UGC listing would not be beneficial. Instead, he suggested that the college could focus on publishing edited books with ISBN. Due to a tight schedule, collaboration with Shri. Agni's educational institution was not

possible but collaboration will happen. He also informed the attendees that the college was not selected for funding under the PM USHA Scheme.

The minutes of the meeting held on 23rd December 2023 were confirmed.

2. **Autonomous Status of the College and Starting of new programmes:** The Principal informed the attendees about the autonomous status of the college which was well received by society and citizens at large who have responded positively which has reflected in the response to students seeking admission to our college. He elaborated on the new programmes that the college has introduced in the forthcoming academic year with a multidisciplinary vision. The college has diversified its programmes. He further informed that the college will continue to have three divisions limiting to a student strength of 180. Under Commerce, the college is offering five specialisations.

1. BCom in financial accountancy
2. B.Com in Cost accountancy
3. B.Com in Business Management

These three courses are standard programmes which have been traditionally offered by other colleges but we have modified the syllabus.

4. B.Com in Accounting and Finance with training in CA
5. B.Com with Industry Integration

He informed the members present that the last two listed courses are specialized courses wherein discussions have been held with the ICAI and the process of credit transfers from the ICAI is being finalized. An MoU with the ICAI is also on the anvil. He then elaborated on the scheme of credit transfers. The ICAI syllabus to the extent of 90% will be offered under the programme. Teachers for the course will include Chartered accountants, teachers who are good in the subject will be teaching the syllabus and some of the common papers will be handled by our teachers. This programme will focus on providing training for CA. He opined that the students graduating from this programme will have quality and find it easier to get jobs. The second specialized course will have a tie-up with TCS for credit transfer as also placements. Discussions with TCS are going on. Both of these programmes will be offered to genuinely interested students.

6. B.Sc. in Data Science with an intake capacity of 30 students is another Industry Integrated Programme.
7. M.Sc. in Geoinformatics with a student capacity of 20. This course has already received immense response even from outside the state. Classes for these two courses will be offered in the afternoon. 10% of the seats in future will be reserved for outside state students in order to ensure diversity but these seats will be paid. Subsidized programmes will be available only to local students.

The Principal stressed that the admissions will be purely on merit and reservation basis.

The Principal also highlighted the professionalism and commitment exhibited by the teachers of the college. He further informed that next academic year, the college will diversify even further. Three programmes have been listed out of which two programmes have clarity viz. BBA in Data Analytics and a BSc in Artificial Intelligence, subject to availability of infrastructure. Five years ahead, the vision is to be a deemed university. Mr. Agni congratulated

the Principal and his team for the award of autonomy. The Principal thanked Mr. Agni for his appreciation.

Academic Calendar and Report of activities for the academic year 2023-2024: The Principal informed that we have already identified the activities that we intend conducting in the forthcoming academic year. We could not structure the calendar as the university calendar has been received by the institution just a few days earlier. The files containing reports of activities conducted in the academic year 2023-2024 was placed before the members for perusal.

Prof. Vithal Tilve was of the opinion that activities which will have positive outcomes need to be planned and conducted. Activities which do not culminate in outcomes should not be conducted. The Principal in this context clarified that there are three types of activities which are organized in the college (1) Activities that the college does which supports and enhances the curriculum. These activities are properly structured (2) Activities needed for the purpose of NAAC (3) Unstructured, unorganized activities that are conducted due to directives of the government or any other organization. These activities are unfortunately in large number and account for about 40%. At times, Teachers are also called upon to attend some activities affecting the classroom teaching. The structured activities are focused. The principal also elaborated on the problems the college has to grapple with such as lack of interest shown by students in respect of programmes conducted citing the example of the free ITI courses being offered by the college.

Floating of Add on/Certificate Courses for 2024-2025: The Principal mentioned that a plethora of add on and certificate courses will be offered from this academic year. Prof. Vithal sought to know if any background study was done regarding the need/demand for these courses prior to offering these courses. The Principal clarified that the courses will be offered based on demand and will be paid courses open to both our students and the general public.

Dr. Elizabeth J. Henriques brought to the attention of the members present that there was a consistent demand from the students and the parents of the college for a post graduate programme in commerce. Dr. Fatima De Souza elaborated on the initiatives taken earlier to offer this programme for which permission was declined. She mentioned that IGNOU also refrained from giving permission to the college to offer MCom. The Principal was of the opinion that a more innovative programme for MCom should be proposed and he will support the initiative.

The Principal opined that the college is now moving towards a multidisciplinary approach.

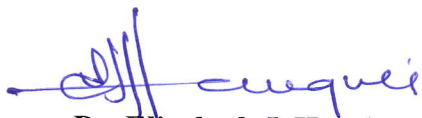
Feedback: It was brought to the attention of the members that parent, student, employer and teacher feedback has been taken for the academic year 2023-2024. Prof. Tilve sought clarity on the format of the feedback forms and action the college takes based on the feedback analysis. The IQAC Co-ordinator elaborated citing examples. Suggestions related to the curriculum are intimated to the Goa University.

The Principal stressed on how the growing quantum of non-academic work is affecting academics. A short discussion on the NEP followed.

AOB: Shri. Agni suggested that Commerce teachers can engage classes in financial literacy for students of his school, which suggestion was accepted, given that financial literacy in schools is now compulsory. The Principal also opined that NSS volunteers can engage classes in primary schools where there is a shortage of teachers. He shared an example of a similar initiative started by him in Canacona in the recent past. Mr. Agni offered his and the services of the Konkani Basha Mandal in this endeavour. Mention was also made of the two Anganwadi's adopted by the college as per the directions of the Directorate of Higher Education and the work done under this initiative. He also mentioned about a workshop on office management system, 5 S, to be conducted for the non-teaching staff of the college with resource person drawn from a College in Sangemnem near Sirdi, depending on availability of the resource person. Shri. Agni opined that the workshop be open for his staff as well. Dr. Fatima de Souza suggested that the workshop be conducted at the start of the academic year as students of office management can benefit too. Mr. Onkar Ainapur also shared his experience with an efficacious office management system in an educational institution in Bangalore.

The meeting ended with the Principal thanking the members.



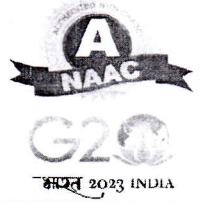

Dr. Elizabeth J. Henriques
IQAC Co-ordinator


Prof.(Dr.) F.M. Nadaf
Principal (Officiating)
PRINCIPAL
Govt. College Of Commerce & Economics
BORDA, MARGAO, GOA



GOVERNMENT OF GOA
GOVERNMENT COLLEGE OF COMMERCE AND ECONOMICS
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No.GCCEM/ADM/IQAC /2023-24/ 1235

Dated: 23/12/2023

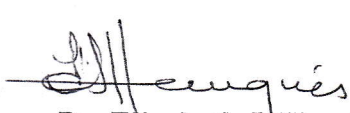
IQAC MEETING NOTICE


A meeting of the members of the IQAC and faculty of the college is scheduled on the 23rd December, 2023 at 11.00 a.m in the college seminar hall.

Agenda

1. Welcome
2. Review of earlier Meeting
3. Admission & result of the College
4. Information IQAC Mandate
5. Our Accreditation
6. Quality Initiatives and Best Practices
7. MoUs
8. Autonomy status
9. PM Usha Proposal
10. Application listing of our journal on UGC Care List
11. Skill and Entrepreneurship Development Initiative
12. Future Initiatives
13. AOB

All members/faculty are required to attend the meeting.



Dr. Elizabeth J. Henriques
IQAC Co-ordinator


Prof. (Dr.) F.M.Nadaf
Officiating Principal
PRINCIPAL
Govt. College Of Commerce & Economics
BORDA, MARGAO, GOA

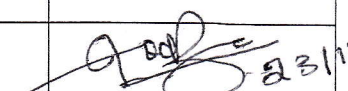

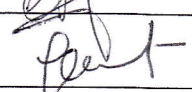
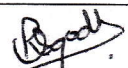
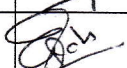

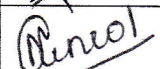
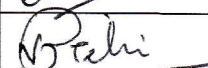


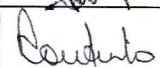
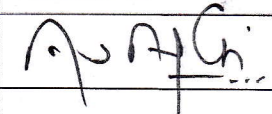
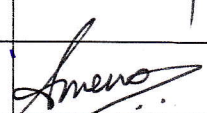


To,

All the members of the IQAC Committee

Copy to:

1. Dr. Elizabeth J. Henriques, IQAC Coordinator 
2. Notice File
3. Guard File

Attendance of IQAC Meeting held on 23rd December, 2023
Government College of Commerce and Economics, Borda,
Margao- Goa

1.	Prof.(Dr) F.M. Nadaf, Chairperson	
2.	Dr. Maria Fatima De Souza, Member	 23/12/23
3.	Mr. Miguel A.B.P.C. Martins, Member	
4.	Shri Onkar L. Ainapur, Member	
5.	Mr. Pravin Kamat, Member	
6.	Ms. Vinita Kandolkar, Member	
7.	Mrs. Rupali Sangodkar, Member	
8.	Mrs. Lily Endro, Member	
9.	Mr. Aaron Pereira, Member	
10.	Ms. Muktali Milinda Sinai Cuncoliencar, Member	
11.	Prof. (Dr.) Vithal Tilvi, One Member from DHE	
12.	Ms. Nayana Shanbhag, Senior Administrative Officers	
13.	Mr. Shrikant Velip, Senior Administrative Officers	
14.	Mrs. Ncrita V. Coutinho e Fernandes, Senior Administrative Officers	
15.	Mr. Anant Agni, Head Master Konkani Basha Mandal, Member from Local Society	
16.	Ms. Meena Choudhari, Alumni	
17.	Ms. Sneha Menon, Sneha Menon & Associates, Chartered Accountants, Margao- Goa, Employer	
18.	Mr. Gaurang Kunkolienkar, Director Auto K Suzuki Industrialists	
19.	Ms. Jeancy Pires e De Costa, PTA, President, Stakeholders	
20.	Dr. Elizabeth J. Henriques, Director of the IQAC	
21.	Ms. Pooja Prabhudessai (Counselor)	

MINUTES OF THE IQAC MEETING HELD ON THE 23RD OF DECEMBER 2023

A meeting of the IQAC was convened on the 23rd of December 2023 at 11.00 p.m in the College Seminar Hall to discuss the following agenda:

Agenda of the Meeting:

1. Welcome
2. Review of the earlier Meeting
3. Admission and result of the college
4. Information about the IQAC mandate
5. Our Accreditation
6. Quality Initiatives and Best Practices
7. MoUs
8. Autonomy Status
9. PM USHA Proposal
10. Application for listing of our college Journal QUEST in the UGC Care List
11. Skill and Entrepreneurship Development Initiatives
12. AOB

Present at the Meeting were the following members of the IQAC

Prof.(Dr.) F.M Nadaf (Principal)

Dr. Maria De Souza

Mr. Onkar Ainapur

Mr. Aaron Pereira

Ms. Lily Endro

Mrs. Rupali Sangodkar

Ms. MuktaliCuncolienkar

Mr. Praveen Kamat

Prof.(Dr.) Vithal Tilve, Representative of the Directorate of Higher Education, Porvorim

Ms. Nayana Shanbhag

Mr. Shrikant Velip

Mrs. Nerita Coutinho

Mr. Anant Agni, Representative of Local Society

C.A Sneha Menon, employer representative

Dr. Elizabeth J. Henriques, IQAC Co-ordinator

Mr. Gaurang Kunkolienkar, external member representing industry, Ms. Vinita Kandolkar and Ms. Tanvi Keny-Faculty members, the PTA President, the alumni representative and the general secretary of the college student council were not present for the meeting.

1. **Welcome:** The meeting commenced with the IQAC Co-ordinator welcoming the members to the first meeting of the reconstituted IQAC of the college. She then called upon the Principal to officially welcome the participating members and introduce the new entrants into the committee. The Principal welcomed the members and introduced the external members of the IQAC viz. Prof. Vithal Tilve- the DHE representative on the IQAC; Mr. Audi – an educationist and activist who represents local society on the IQAC, Ms. Sneha Menon representing the employer. Mr. Gaurang Cuncolienkar, the industry representative, Mrs. Janvi the PTA Chairperson and Ms. Meena Choudhary- the alumni representative were not present for the meeting. The teaching and non-teaching members on the IQAC introduced themselves to the new members on the committee. The Principal

then called upon the IQAC co-ordinator to brief the members about the last meeting of the IQAC.

2. **Review of earlier Meeting:** The IQAC Co-ordinator briefed the members on the proceedings of the last IQAC meeting. She mentioned the meeting was convened to discuss the courses that the college would be introducing under the NEP which was to be introduced during the current academic year and the course of action decided upon to increase the student enrolment in the college. She mentioned that the admission committee members along with students as a part of the action taken visited Higher Secondary Schools in Margao and the adjoining villages such as Majorda, Raia and Verna to orient the Higher Secondary Students about our college. This initiative led to an increase in the number of admissions with the college introducing a third division in the FYBCOM.
3. **Admission and result of the College:** The Principal mentioned that the results were not too good given that the batch was the covid batch. Our TY results were 51% comparatively better much better than the results of some established colleges. However, initiatives have been taken to ensure that the college results henceforth improve.
4. **Information about the IQAC Mandate:** For the information of the new members of the IQAC, the Principal elaborated on the mandate of the IQAC. He opined that the IQAC is the brain of the college which takes the policy decisions of the college. He mentioned that the main focus of the IQAC is quality education. He went on to read out the functions of the IQAC as mandated by NAAC –
 - a) Develop and application of quality benchmarks,
 - b) Creating parameters to attain academic as well as non-academic learning goals.
 - c) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
 - d) Collection and analysis of feedback from all stakeholders on quality-related institutional processes;
 - e) Dissemination of information on various quality parameters to all stakeholders;
 - f) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
 - g) Documentation of the various programmes/activities leading to quality improvement;
 - h) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
 - i) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
 - j) Periodical conduct of Academic and Administrative Audit and its follow-up
 - k) Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.
5. **Accreditation:** The Principal informed the members that the college was awarded an A Grade with a CGPA of 3.12 on a 4 Point Scale in its first cycle and was the only government college among 7 colleges to get accredited. He acknowledged the efforts of the IQAC Co-Ordinator and staff for this achievement and opined that the focus should now be on making our students A Grade. He also spoke on the NAAC Peer Team Visit and the good impression they had about our college.

6. **Quality Initiatives:** The Principal elaborated on the quality initiatives implemented by the college post accreditation.
 - a) The AQAR for the academic year 2022-2023 is prepared and will be submitted by the end of this month.
 - b) Outcome Based education
 - c) NIRF – data capture for the academic year 2022-2023 which is ready for upload.
 - d) Focus of the college on experiential learning and problem solving. He mentioned that talks are already on to conduct a workshop on experiential learning initially for the faculty of the college and subsequently at a state level.
 - e) Conduct of FDPs and Professional Development Programmes for teaching and non-teaching staff. A 5-day FDP on use of digital tools in teaching has already been conducted.
 - f) Feedback from stakeholder has been taken, analysed, action taken and has also been uploaded on the college website.
 - g) Two important community outreach initiatives of the college- the Living with Diabetes Club which organises activities regularly and the Chalo School Mega Drive, in association with Butukak Trust which trains economically challenged students for the entrance examinations to the NAVODAYA Schools.
 - h) Mentoring – he informed the members that the mentoring programme in the college has been streamlined. A zero hour has been created and shown on the time-table. Teachers meet the students during the zero hour, interact with them. He opined that the mentoring sessions will ensure discipline and address the issue of poor student attendance.
 - i) The Academic Audit for the year 2022-2023 has been carried out on the 20th and 22nd of December 2023 by external auditors drawn from established colleges in the state.
 - j) Introduction of Certificate courses.
 - k) Designing of curriculum/syllabus by teachers of the college.
 - l) Organisation of curriculum enrichment programmes in the subject of Commerce, Mathematics and Geography.
 - m) Assessment Lab has been created in association with Ideaz Ltd. -Mr. Kishore Shah to assess the potential of the students using various simulations. A Two months workshop to train the teachers will be organised soon.
 - n) Best Practices: The Principal mentioned that the college this year has identified 'Working towards the achievement of the SDGs' as its best practice which will continue in the coming years.
7. **MoUs:** It was informed to the members in addition to the existing MoUs of the College, additional MoUs with FiiRE and Haztech have been inked. The MoU with GIPARD has been renewed. The college has also established collaborations with Blue Cross Laboratories in Verna which has provided scholarships to our students subject to certain criteria being met. The Principal also informed the members that he is in talks with another company for a similar initiative.
8. **Autonomy:** He informed the members that ours was the first government college to apply for autonomy to the UGC.
9. **PM USHA Project:** The principal brought to the attention of the members that the college has also made a proposal for grants under the PM USHA Project which was earlier known as RUSA.

- 10). **College Journal listing on UGC Care List:** It was decided to apply to the UGC to get the college journal QUEST recognised under the UGC Care List. The Principal stated that the proposal could go from the IQAC of the College or the University or academicians/researchers could propose the name of our journal for listing on the UGC Care list. The journal will continue in the print format.
ATR :Dr. Fatima De Souza the editor of the journal was asked to do the needful towards this goal.
11. **Skill and Entrepreneurship Development Initiatives:** The Principal communicated to the members that the college has collaborated with the neighbouring ITI and is offering to its students a bouquet of twelve free short-term courses such as Dress Making, AC repairs, Front Office, Computers, Beautician course etc. He informed that a total of 80 students have joined these courses which are monitored by one faculty of the college.
12. **Future Initiatives:** The Principal shared with the members the future initiatives planned for the college viz:
- a) Strengthening the academia -industry relationship. He opined that the DHE and the GSEC is doing a commendable job in this regard and further informed that a workshop towards this end has been scheduled on the 18th of January 2023 in the college. Two more MoUs one with Bodani and the other with COMTECH will also be signed on the occasion.
 - b) Starting of a Skill Library in the college. He informed that contact with the concerned person has already been established.
 - c) Conversion of the existing Commerce and Economics Lab into a Business Lab. A proposal for the same will be sent to the DHE.
 - d) Develop an Institutional Development Education Policy in sync with the NEP.
13. **AOB:** The meeting was then thrown open for comments/questions from other members.
- a) **Ms. Sneha Menon** suggested that IQAC Material such as the AQAR, IQAC Minutes etc. should be shared with the external members for information and better preparation prior to attending the meetings. She was informed that the agenda of the meeting will be made available prior to the scheduled meeting day to all members and that she can make suggestions anytime via email.
 - b) **Ms. Sneha** also suggested that the College should drop BBA from the proposed list of programmes to be started by the College, given its limited relevance in the current job market situation and expressed that offering only commerce education should not be viewed as a drawback but rather as a strength. This suggestion was made in the context of the Principal informing the members about new programmes that the college is intending to introduce and the plans already put in place for infrastructure creation. He also spoke of the progress vis-à-vis construction of two additional floors on the multipurpose building for the college and the technical difficulties thereof. The Principal, however, informed her that the BBA Syllabus will be prepared by industry experts.
 - c) It was suggested that the college should focus on developing a long-term brand to change people's perception of the institution. The Principal mentioned that he has proposed a change in the name of the college to the DHE.
 - d) **Mr. Audi** enquired about the social media platforms being used to disseminate information about the college and stressed on the need to tie-up with higher secondary

institutions. It was informed that a Sports Event for Higher Secondary Students is planned on the 27th of February 2024.

e) **Prof. Vithal made the following suggestions:**

1. He opined that all activities of the institution should be geared towards student progression.
2. He felt that social media representation of the college is relatively low and needs improvement.
3. The institution needs to come out with some mechanism to evaluate the benefit of activities conducted. He suggested development of some framework to assess the impact of FDPs as is done by the DHE.
4. The institution needs to identify and evaluate the basic minimum required by a commerce student to be employed.
5. He advised teachers to relate what is taught in class to real life situations.
6. Giving the example of Miranda House, he suggested that efforts should be made to attract funding and student involvement particularly the alumni.
7. He complimented the college for thinking about applying for UGC listing for the college journal but also suggested that top journals which are scopus indexed need to be identified and faculty encouraged to publish in them.

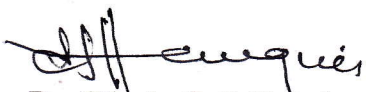
ATR: Pravin Kamat


f. **Dr. Elizabeth J. Henriques**, the IQAC Co-ordinator pointed out that the questionnaire related to the Teacher and Student Feedback collected on the IAIMS Portal needs to be revised in light of the revised NAAC requirement. The Principal and Prof. Vithal Tilve, representative of the DHE said the issue would be addressed.

g. **Prof. Agni** suggested collaboration between the faculty of the college and the institution he heads. This suggestion was accepted.

The meeting ended at 1.30 p.m with the Principal thanking the members.




Dr. Elizabeth J. Henriques
IQAC Co-ordinator


Prof. F.M. Nadaf
Officiating Principal
PRINCIPAL
Govt College Of Commerce & Econo.
BORDA MARGAO GOA



GOVERNMENT OF GOA
GOVERNMENT COLLEGE OF COMMERCE AND ECONOMICS
BORDA, MARGAO-GOA

Affiliated to Goa University
NAAC Accredited with Grade 'A' (CGPA of 3.12 on a 4 Point Scale)
Recognised by UGC under sec. 2(f) and 12(B)



No.GCCEM/ADM/IQAC/2023-24/ 1163

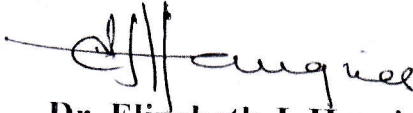
Dated: 09/12/2023


IQAC NOTICE

A meeting of the NAAC Steering Committee is convened on the 16th of December 2023, 10.30 a.m onwards in the College Seminar Hall in order to finalise the AQAR submission.

The Criteria In-charges are required to be make the final presentation of the criteria assigned to them along with supporting documentation.

All Criteria In-charges are compulsorily required to be present.


Dr. Elizabeth J. Henriques
IQAC Co-ordinator


Prof. (Dr.) F.M. Nadaf
Officiating Principal
PRINCIPAL
Govt. College Of Commerce & Economics,
BORDA, MARGAO, GOA

To,
All Criteria in-charges

Copy to:

1. Dr. Elizabeth Henriques, IQAC Co-ordinator
2. Guard File

**GOVERNMENT COLLEGE OF COMMERCE AND ECONOMICS
BORDA, MARGAO-GOA.**

The following Gazetted/Non-Gazetted teaching/Administrative staff are requested to put their initials against their names for having been received CCCCM / ADM / IQAC / 2023 - 24 / 1163 01/12/2023. IQAC notice :-
Finalise the AQAR Submission

Sr. No.	Name of the Staff 2023-24	Signature
1.	Prof.(Dr) F.M. Nadaf Officiating Principal	
2.	Dr. Maria Fatima De Souza Associate Professor in Commerce	<i>[Signature]</i> 12/12/23
3.	Mr. Miguel A.B.P.C. Martins Associate Professor of Mathematics	
4.	Dr. Elizabeth J. Henriques Associate Professor in Economics	<i>[Signature]</i> 13/12/23
5.	Shri Onkar L. Ainapur Assistant Professor of Computer Science	<i>[Signature]</i> 10/12/23
6.	Mr. Pravin Kamat Librarian	<i>[Signature]</i> 13/12/2023.
7.	Ms. Vinita Kandolkar Assistant Professor of Commerce	
8.	Mrs. Tanvi Keny Assistant Professor of Commerce	<i>[Signature]</i> 12/12/23
9.	Mrs. Rupali Sangodkar Assistant Professor of Commerce	<i>[Signature]</i> 11/12/23
10.	Mrs. Lily Endro Assistant Professor of Commerce	<i>[Signature]</i> 11/12/23
11.	Mr. Aaron Pereira College Director of Physical Education	
12.	Ms. Mukta Milinda Sinai Cuncoiencar Assistant Professor of Commerce	<i>[Signature]</i> 12/12/23
13.	Mr. Alroy Mascarenhas, Assistant Professor of Commerce (Contract Basis)	
14.	Mr. Jonlen Desa Assistant Professor of Commerce (Contract Basis)	<i>[Signature]</i> 11/12/23
15.	Ms. Riva Ritinha Paes Assistant Professor of Commerce (Contract Basis)	<i>[Signature]</i> 11/12/2023
16.	Ms. Farah Mendonca Assistant Professor of Economics (CB)	<i>[Signature]</i> 11/12/23
17.	Ms. Pooja Prabhudessai Counsellor	<i>[Signature]</i> 11/12/23
18.	Ms. Bindiya M. Naik, Librarian Gr-III	<i>[Signature]</i>
19.	Ms Kanvisha Parsekar Assistant Professor of EVS (LB)	<i>[Signature]</i> 13/12/2023
20.	Ms. Siffonia D'Mello Assistant Professor in English (Lecture Basis)	
21.	Ms. Jovelle Furtado Assistant Professor of Commerce (LB)	<i>[Signature]</i> 11/12/23
22.	Ms. Anisha D'Souza Assistant Professor of Commerce (LB)	<i>[Signature]</i> 11/12/23
23.	Blazel Cardozo Assistant Professor of Commerce (LB)	<i>[Signature]</i> 11/12/23.
24.	Mr. Nagraj B. Virnodkar Assistant Professor in Mathematics (LB)	

25. Mr. Umesh Gaonkar.
Assistant Professor of Commerce. (L.B)

[Signature] 11/12/23

MINUTES OF IQAC MEETING WITH NAAC CRITERIA INCHARGES FOR AQAR PRESENTATIONS

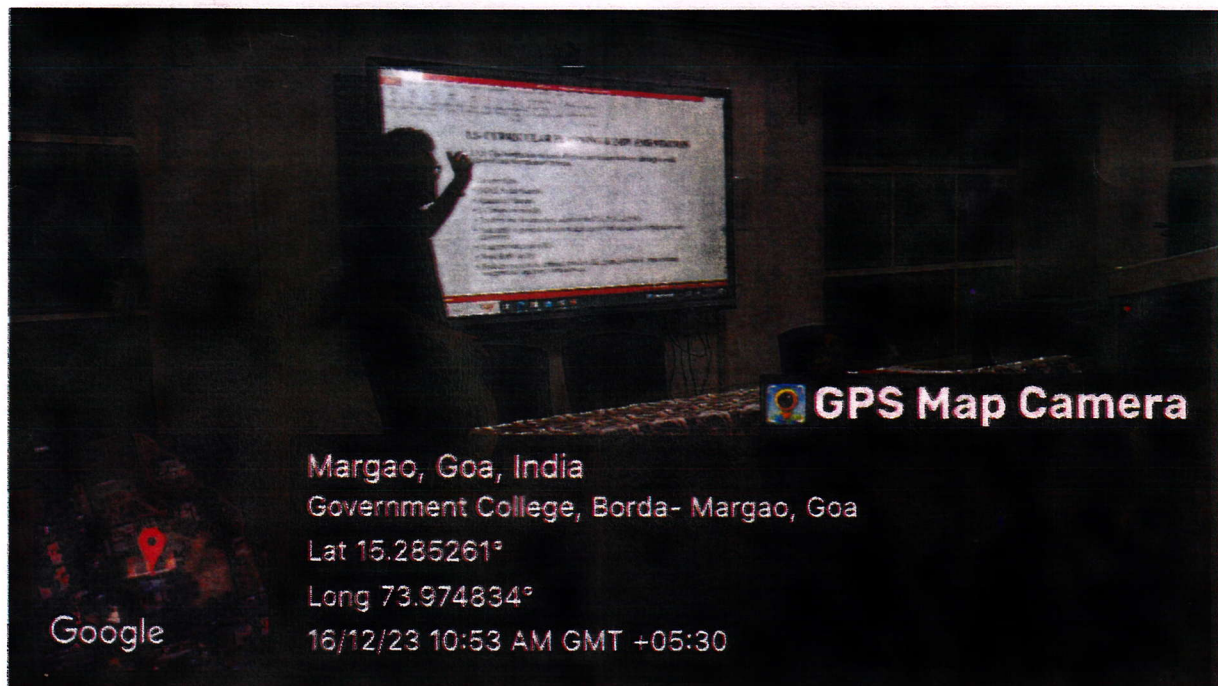
An IQAC meeting with NAAC Criteria in-charges was conducted on the 16th December to finalize the AQAR to be submitted for the Academic Year 2022-2023 on the NAAC HEI Portal. The meeting commenced at 9.00 a.m in the college seminar hall.

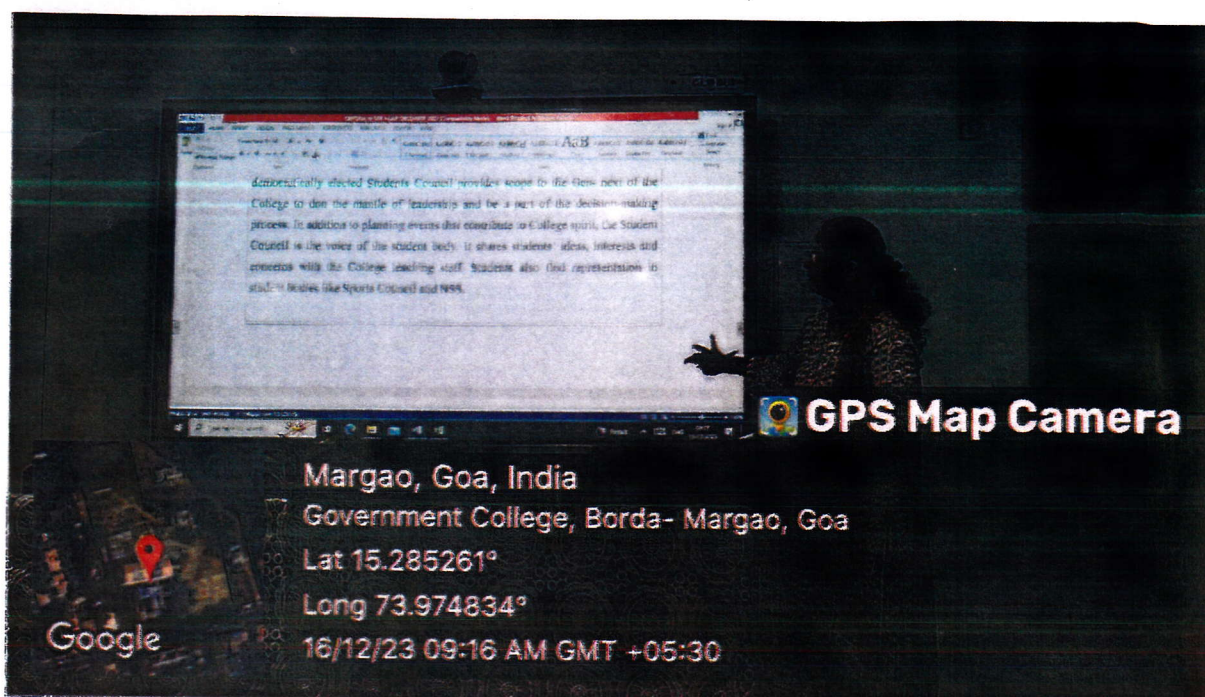
AGENDA

Presentations of the Criteria by the criteria incharges.

Criteria In-charges:

1. Mr. Jonlen Desa (Criteria I: CURRICULAR ASPECTS)
2. Ms. Riva Paes (Criteria II: TEACHING, LEARNING AND EVALUATION)
3. Ms. Lily Endro (Criteria III: RESEARCH, INNOVATIONS AND EXTENSION)
4. Mr. Pravin Kamat (Criteria IV: INFRASTRUCTURE AND LEARNING RESOURCES)
5. Mr. Alroy Mascarenhas (Criteria V: STUDENT SUPPORT AND PROGRESSION)
6. Ms. Rupali Sangodkar (Criteria VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT)
7. Ms. Muktali Cuncoiencar (Criteria VII: INSTITUTIONAL VALUES AND BEST PRACTICES) made presentations of their respective criteria.





Dr. Elizabeth J. Henriques showed the responses uploaded under PART A i.e college profile and extended criteria on the NAAC Portal. Certain changes in the qualitative responses suggested by the Principal were incorporated. During the course of the presentations, the Principal Prof. F.M Nadaf gave his valuable inputs /suggestions which the criteria incharges were asked to incorporate.

The AQAR Presentations were scrutinized. Documentation was checked and were approved for upload on the NAAC Portal. Ms. Shabana, Assistant Prof. of Computer Science at the Government College Khandola was called to assist the criteria incharges in the creation of links. The tentative date fixed for upload of the AQAR on the NAAC HEI Portal is 23rd of December 2023.

The presentation session was co-ordinated by the IQAC co-ordinator Dr. Elizabeth J. Henriques. The meeting ended at 1.00 p.m.

The following faculty were present for the AQAR Presentation meeting:

1. Prof. F.M Nadaf, Officiating Principal

2. Dr. Elizabeth J. Henriques, IQAC Co-ordinator

3. Mr. Jonlen Desa, In-charge Criteria I

4. Ms. Riva Paes, In-charge Criteria II *Paes*
5. Ms. Lily Endro, In-charge Criteria III *Lily*
6. Mr. Pravin Kamat, In-charge Criteria IV *Pravin*
7. Ms. Muktali Cuncoienar, In-charge Criteria VII *Muktali*
8. Ms. Farah Mendonca, Criteria I *Farah*
9. Ms. Bindiya Naik, Criteria IV *Bindiya*
10. Ms. Shagufta – HR Executive attached to IQAC *Shagufta*
11. Mr. Saheel Khote, HR Executive, assisting Criteria VII *Saheel*
12. Ms. Pratiksha Kamble, HR Executive, assisting Criteria III *Pratiksha*
13. Mr. Shawn Tavares, HR Executive, assisting Criteria V *Shawn*
14. Ms. Deepanjali Singh, assisting Criteria VI. *Deepanjali*

ATR: Criteria Incharges and IQAC Co-ordinator

Dr. Elizabeth J. Henriques
Dr. Elizabeth J. Henriques
IQAC Co-ordinator

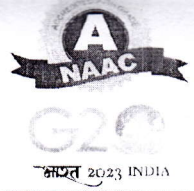


Prof. F.M. Nadaf
Prof. F.M. Nadaf
Officiating Principal
PRINCIPAL
Govt. College Of Commerce & Economics
BORDA, MARGAO, GOA



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No.GCCCEM/ADM/IQAC/2023-24/ 843

Dated: 26/09/2023

IQAC NOTICE

A meeting of the NAAC Steering Committee is convened on the 7th of October 2023 at 1.00 p.m in the College Seminar Hall. The Criteria In-charges will have to make a presentation on their respective Criteria based on the AQAR Format.

All Criteria In-charges are compulsorily required to be present with their presentations. Discussion on the same will follow.

Dr. Elizabeth J. Henriques
IQAC Co-ordinator

Prof.(Dr) F.M.Nadaf
Officiating Principal

To,
All Criteria In-charges

PRINCIPAL
Govt. College Of Commerce & Economics
BORDA, MARGAO, GOA

Received
26/10/23

**GOVERNMENT COLLEGE OF COMMERCE AND ECONOMICS
BORDA, MARGAO-GOA.**

The following Gazetted/Non-Gazetted teaching/Administrative staff are requested to put their initials against their names for having been received attended the IQAC meeting to discuss/debate and make presentation of AQAR on the 7th of October 2023

Sr. No.	Name of the Staff 2023-24	Signature
1.	Prof.(Dr) F.M. Nadaf Officiating Principal	
2.	Dr. Maria Fatima De Souza Associate Professor in Commerce	
3.	Mr. Miguel A.B.P.C. Martins Associate Professor of Mathematics	
4.	Dr. Elizabeth J. Henriques Associate Professor in Economics	<i>E. Henriques</i> 7/10/23
5.	Shri Onkar L. Ainapur Assistant Professor of Computer Science	
6.	Mr. Pravin Kamat Librarian	
7.	Ms. Vinita Kandolkar Assistant Professor of Commerce	<i>V. Kandolkar</i> 7/10/23
8.	Mrs Tanvi Keny Assistant Professor of Commerce	<i>T. Keny</i> 7/10/23
9.	Mrs. Rupali Sangodkar Assistant Professor of Commerce	<i>R. Sangodkar</i> 7/10/23
10.	Mrs. Lily Endro Assistant Professor of Commerce	<i>L. Endro</i> 7/10/23
11.	Mr. Aaron Pereira College Director of Physical Education	
12.	Ms. Mukta Milinda Sinai Cuncoliencar Assistant Professor of Commerce	<i>M. Cuncoliencar</i> 7/10/23
13.	Mr. Alroy Mascarenhas, Assistant Professor of Commerce (Contract Basis)	<i>A. Mascarenhas</i> 7/10/23
14.	Mr. Jonlen Desa Assistant Professor of Commerce (Contract Basis)	<i>J. Desa</i> 7/10/23
15.	Ms. Riva Ritinha Paes Assistant Professor of Commerce (Contract Basis)	<i>R. Paes</i> 7/10/23
16.	Ms. Farah Mendonca Assistant Professor of Economics (CB)	<i>F. Mendonca</i> 7/10/23
17.	Ms. Nayana Shanbhag, Head Clerk	<i>N. Shanbhag</i> 7/10/23
18.	Ms. Bindiya M. Naik, Librarian Gr-III	<i>B. Naik</i> 7/10/23
19.	Ms. Shagupta Vazir Miya Kazi (HR Executive)	<i>S. Kazi</i> 7/10/23
20.	Ms. Siffonia D'Mello Assistant Professor in English (Lecture Basis)	
21.	Ms. Jovelle Furtado Assistant Professor of Commerce (LB)	
22.	Ms. Anisha D'Souza Assistant Professor of Commerce (LB)	
23.	Blazel Cardozo Assistant Professor of Commerce (LB)	
24.	Mr. Nagraj B. Virnodkar Assistant Professor in Mathematics (LB)	

MINUTES OF IQAC MEETING HELD ON 7TH OCTOBER 2023

A meeting of the IQAC teaching faculty was called on the 7th of October to discuss the preparation and submission of the AQAR for the Academic Year 2022-2023 at 1.00 p.m in the College Seminar Hall.

Present at the meeting were all members of the NAAC Steering Committee.

1. Prof.(Dr.) F.M.Nadaf
2. Dr. Elizabeth J. Henriques (IQAC Co-ordinator)
3. Ms. Rupali Sangodkar
4. Ms. Vinita Khandolkar
5. Ms. Lily Endro
6. Ms. Tanvi Keny
7. Ms. Mukta Cuncolienar
8. Mr. Alroy Mascarenhas
9. Mr. Jonlen De Sa
10. Ms Farah Mendonca
11. Ms. Riva Paes
12. Ms. Nayana Shanbhag
13. Ms. Bindiya Naik
14. Ms. Shagufta Kazi (IQAC HR Executive)

Mr. Jonlen De Sa, Assistant Professor of Commerce and in-charge of Criteria I, made his presentation. The Principal affirmed that we will continue to show three programmes and list out the courses offered accordingly. Some documentation related to Membership of BOS of the former Principal Prof. Filipe Rodrigues e Melo was pending.

ATR: Mr. Jonlen De Sa

Ms. Riva Paes, in charge of Criteria II, while making her presentation informed that there was an issue related to seats earmarked for reserved category as it exceeded 51%. She also enquired if names of both Principals Late Prof. Gajanan V.Madiwal as also Prof. Filipe Rodrigues e Melo need to feature in the 3.1 metric. The Principal advised that the latter's name be retained to avoid confusion. However, both names to be retained in the extended criteria. Clarification on the former issue is to be sought. The Head Clerk was asked to prepare the list of teachers for the academic year 2022-2023 so as to obtain the sanction order from the DHE.

ATR: Ms. Riva Paes and Ms. Nayana Shanbhag

Ms. Lily Endro, in charge of criteria III was told to include data of all MoUs as entered in the SSR along with the MoU signed during the year of assessment. The Principal advised Ms. Lily to club together the institutions/agencies with which the college has collaborations in the context of extension activity done. The UGC listing of one of the publications also needs to be checked.

ATR: Ms. Lily Endro

In respect of Criteria IV, Ms. Bindiya pointed out that information related to finances of the college are pending.

ATR: Accounts section

In respect of Criteria V, presentation made by Mr. Alroy Mascarenhas, it was observed that the college performance in terms of vertical progression of students into higher education and employment was very weak. The same holds true for scholarships extended to students. Details of some more students who have joined higher studies needs to be incorporated.

ATR: Mr. Alroy Mascarenhas

Ms. Rupali Sangodkar, in charge of Criteria VI who made a presentation was asked to update information pertaining to financial support received by teachers attending Seminars/workshops/FDPs etc. as also receipts from philanthropists and sponsors. Data related to capacity building programmes also had to be filled in and updated.

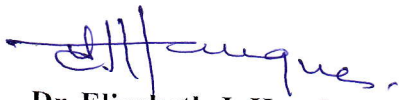
ATR: Ms. Rupali Sangodkar

With respect to Criteria VII, Ms. Muktali Cuncoliencar pointed out that the college has no measures in respect of water conservation facilities. It was also decided to discuss the best practices of the college and finalize them later. The Principal informed that he had made a letter to the State Commissioner for Persons with Disabilities, Goa requesting for a Certificate of Accessibility. He also informed that Braille Blaster Software, NVDA Software, Spoken -Web, Google Chrome Vox, Google Chrome Vis need to be installed in our PCs.


ATR: Ms. Muktali Cuncoliencar

The Principal sought completion of the pending work on the AQAR by November and opined that the AQAR should be uploaded in early December. Further meetings need to be called of the criteria in-charges during the examinations in November so as to finalize the AQAR. He also opined that the qualitative responses can be rephrased. The meeting concluded at 3.15 p.m.

ATR: Dr. Elizabeth Henriques


Dr. Elizabeth J. Henriques
IQAC Co-ordinator

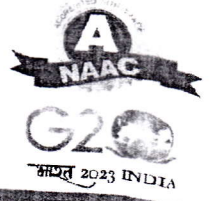



Prof. (Dr. F.M. Nadaf)
Officiating Principal
PRINCIPAL
Govt. College of Commerce and Economics
BORDA, MARGAO, GOA



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No.GCCCEM/ADM/IQAC/2023-24/ 253

Dated: 01/06/2023

NOTICE

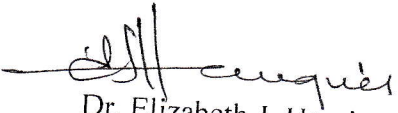
IQAC MEETING NOTICE


A meeting of the IQAC is scheduled on the 5th of June 2023 at 2.00 pm onwards in the College Seminar Hall.

The agenda of the meeting:

1. NAAC Accreditation
2. Plan of activities for the forthcoming academic year 2023-2024
3. Admissions
4. AoB

All the members are requested to attend the same.


Dr. Elizabeth J. Henriques
IQAC Co-ordinator


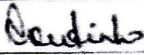

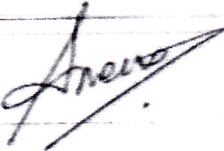








Prof.(Dr.) Filipe Rodrigues e Melo
Professor and Principal
PRINCIPAL
Govt. College Of Commerce & Economics
BORDA, MARGAO, GOA

To,

All members of the Committee

Government College of Commerce and Economics,
Borda, Margao-Goa.

IQAC meeting scheduled on 05/06/2023 at 2.00pm.
Attendance sheet

			signature
Chairperson	----	Principal	
<u>One Member from the Management:</u>			
Shri Shankar B. Naik, (Assistant Director, Academics, DHE)			
<u>Senior Administrative Officers:</u>			
i) Ms. Nayana Shanbhag			
ii) Ms. Nerita E. Coutinho e Fernandes			
<u>One Nominee each from local Society, Students and Alumni:</u>			
i) Dr. Ramesh V. Gaonkar (Sr. Consultant, RUSA, DHE)	----	Local Society	
ii (General Secy., Student Council)	----	Student	
iii) Mr. Vikram Gawade (President, Alumni)	----	Alumni	
<u>One nominee each from Employers/Industrialists/Stakeholders:</u>			
i) Ms. Sneha Menon (Sneha Menon & Associates, Chartered Accountants, Margao -Goa)	----	Employer	
ii) Mr. Datta Naik (Owner of Moginis, New Millennium Bakers)	---	Industrialists	
iii) (PTA, President)	----	Stakeholders	
<u>One of the Senior Teacher as the Co-ordinator/ Director of the IQAC:</u>			
Dr. Elizabeth J. Henriques			
<u>Teachers and Members</u>			
Dr. Maria Fatima De Souza Associate Professor in Commerce			
Mr. Miguel A.B.P.C. Martins Associate Professor of Mathematics			
Mr. Siddhesh Kesarkar College Director of Physical Education			
Ms. Vinita Kandolkar Assistant Professor of Commerce			
Mrs. Rupali Sangotkar Assistant Professor of Commerce			
Mrs. Lily Endro Assistant Professor of Commerce			

MINUTES OF THE IQAC MEETING HELD ON 5th OF JUNE 2023

A meeting of the IQAC was held on the 5th of June 2023 2.00 p.m onwards in the college seminar hall. The agenda of the meeting:

1. NAAC Accreditation
2. Plan of activities for the forthcoming academic year 2023-2024
3. Admissions
4. AoB

The Principal Prof. (Dr.) Filipe Rodrigues e Melo welcomed the staff and external members present for the meeting.

Minutes of the last meeting were read and approved.

The following members were present for the meeting:

1. Prof.(Dr.) Filipe Rodrigues e Melo (Principal)
2. Dr. Fatima De Souza
3. Mr. Miguel A.B.P.C. Martins
4. Mrs. Rupali Sangodkar
5. Mrs. Lily Endro
6. Mrs. Vinita Kandolkar
7. Ms. Nayana Shanbhag
8. Ms. Nerita Coutinho
9. Dr. Ramesh Gaonkar
10. Mr. Shekar Naik
11. Dr. Elizabeth Henriques (IQAC Coordinator)

NAAC Accreditation: A comprehensive review of the accreditation status was presented, reflecting the culmination of dedicated efforts. Gratitude was extended to the external members of the IQAC whose unwavering support significantly contributed to the successful NAAC process. The IQAC Co-ordinator informed the members present that the college had secured an A Grade with a CGPA of 3.12. process. Prof. Ramesh Gaonkar, Mr. Shekar Naik as CA Sneha Menon congratulated the staff and the students for the excellent NAAC Grade.

NEP: The IQAC Convenor informed the participants that the college will be implementing the NEP from the forthcoming academic year in a phased manner. The structure and courses to be offered by the college have already been decided upon from the choice of courses provided by the Goa University. The college will be offering courses as specified by the Goa University under the NEP structure offering a choice of courses in the Multidisciplinary/ SECs and VAC courses. The same have been communicated with the DHE which was monitoring the implementation of the NEP. It was also informed that the IQAC took the initiative of organizing two meetings wherein the staff discussed, deliberated and finalized the courses to be offered at the F.Y.B.Com under NEP. It was informed that the NEP will be introduced in a phased manner starting from 2023-2024.

ATR: NEP Nodal Officer & IQAC Co-ordinator

Sr. No.	Committee/Cell/dept	Title of the Course
1.	Department of Economics	TCS Ion Professional Edge
2.	Department of Commerce (Coordinated)	YEP Programme
3.	Dept of Economics	30 Hour Course in Digital Marketing and Website Development
4.	College counsellor/English Faculty	30 hours certificate course in BUILDING SELF-IMAGE
5.	NSS	30 Hour Course in Devnagri Typing
6.	Department of Commerce and Skill Development Cell	30 hours Certificate course in Fintech
7.	Department of Commerce and Skill Development Cell	30 hours Certificate course in Tally
8.	Dept of Commerce	30 Hours Certificate Course in Specialized Accounting
9.	Department of Commerce	Fintech Course
10.	Department of Economics	Introduction to Mutual Funds

Plan of activities for the academic year 2023-2024

The IQAC Co-ordinator informed the members present about the various activities proposed for the forthcoming academic year. She informed that a total of ten 30 Hour Short term courses were proposed. She read out the list of Short- Term Courses proposed.

The members present gave their approval for the conduct of the short term courses. It was also decided that more courses could be added in due course.

The IQAC Co-ordinator also detailed the other activities such as FDPs/Workshops/Seminars/Talks etc. that the faculty proposed to organize in the forthcoming academic year 2023-2024.

ATR: Faculty Members/Departments

Admissions:


Several suggestions were made with a view of improving the enrollment in the college. It was suggested that the teachers approach the HSSCs and create awareness among the 12th standard students about the college. It was pointed out that this exercise was already done by the members of the Admission Committee who had visited several HSSCs in Margao and neighboring villages. The Principal Prof. Filipe Rodrigues e Melo suggested that flyers be created and dispatched to the newspaper vendors for circulation in the vicinity. This suggestion was accepted.

ATR: Admission Committee

AOB: Prof. Ramesh Gaonkar informed that post NAAC Accreditation, the college will have to now submit the AQAR online. Timelines to submit should be adhered to.

ATR: IQAC Co-ordinator.

The meeting ended at 3.30 p.m with the IQAC Co-ordinator proposing a Vote of Thanks.


Dr. Elizabeth J. Henriques
IQAC Coordinator


Prof.(Dr.) Filipe Rodrigues e Melo
Principal

PRINCIPAL
Govt. College Of Commerce & Economics
BORDA, MARGAO, GOA