



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

Government College of Commerce
and Economics

- Name of the Head of the institution Prof.(Dr.) Fakruddin M. Nadaf
- Designation Officiating Principal
- Does the institution function from its own campus? Yes
- Phone no./Alternate phone no. 9028586776
- Mobile No: 9028586776
- Registered e-mail gcc.margao@gmail.com
- Alternate e-mail
- Address St. Joaquim Road, Behind ITI Building, Borda-Margao, Goa
- City/Town Margao
- State/UT Goa
- Pin Code 403602

2.Institutional status

- Affiliated / Constitution Colleges Affiliated
- Type of Institution Co-education
- Location Urban

- Financial Status **Grants-in aid**
- Name of the Affiliating University **Goa University**
- Name of the IQAC Coordinator **Dr. Elizabeth Joey Henriques**
- Phone No. **9822182230**
- Alternate phone No. **08322514261**
- Mobile **9822182230**
- IQAC e-mail address **iqac.gccem@gmail.com**
- Alternate e-mail address

3. Website address (Web link of the AQAR (Previous Academic Year))

https://gccem.ac.in/wp-content/uploads/2023/12/GACOGN101522_c.pdf

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://gccem.ac.in/wp-content/uploads/2023/12/ACADEMIC-CALENDER-2022.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.12	2023	07/02/2023	06/02/2028

6. Date of Establishment of IQAC

11/02/2023

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Department of Commerce	Research Projects	GIPARD	1 Year	Rs. 30000
Department of Economics	Short Term Certificate Course	Directorate of Higher Education, Government of Goa	1 Year	Rs. 25000

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **04**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

1. Organisation of Faculty Development Programmes and Professional Development Programmes for Non-Teaching Staff. 2. Signing of MoUs 3. Conduct of Academic Audit 4. Feedback is taken from stakeholders 5. Accreditation of the College by NAAC with an A Grade and a CGPA Score of 3.12 on a 4 Point Scale.

12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Accreditation of the College by NAAC	The college was awarded an A Grade by NAAC in February 2023
Organisation of Short Term Certificate Courses	A total of ten 30 Hours Short Term Certificate courses were conducted
Organisation of Workshops/FDPs/Professional Development Programmes for Non-Teaching Staff / Seminars/Orientation Programmes	A total of 24 Workshops/FDPs/Professional Development Programmes for Non-Teaching Staff / Seminars/Orientation Programmes were organised by the Departments/Committees of the college. The IQAC itself organised 08 of these programmes.
Research Publications	Faculty of the college published a total of 29 Research Papers in Journals and as chapters in edited books. 1 Book was authored and 2 Books were edited.
Feedback from stakeholders	Feedback from various stakeholders-students, parents, teachers, employers and alumni was obtained, analysed and necessary action taken by the IQAC.
E-Content for students	E-Content developed by teachers was made available to students on MOODLE-The LMS used by the college.
Organisation of extension and outreach programmes	A total of 24 extension/outreach activities such as cleanliness drives, the Chalo School Mega Drive Initiative, Philanthropy, road safety etc. were organised during the year.
Signing of MoUs	The IQAC of the College was instrumental in signing an MoU

	with VANILLAKART, a subsidiary of EMVITY BRUSHFLICKS CREATIVE HUB PVT. LTD., Margao-Goa on the 19th of October 2022. Another MoU was signed with BNI Foundation India on 20th June 2023.
Career Guidance for Students	A total of 09 career guidance programmes were organised.
Organisation of Talks	Resource Persons interacted with students on interesting topics related to gender sensitization, personality development, financial literacy, body language, prevention of sexual harassment, inter-personal relations etc.
Organisation of co-curricular activities	Various cultural programmes and inter-class cultural event Savishkar was organised by the Student Council of the college.

13. Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
College Advisory Committee	30/12/2023

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

1.Name of the Institution	Government College of Commerce and Economics
• Name of the Head of the institution	Prof.(Dr.) Fakruddin M. Nadaf
• Designation	Officiating Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9028586776
• Mobile No:	9028586776
• Registered e-mail	gcc.margao@gmail.com
• Alternate e-mail	
• Address	St. Joaquim Road, Behind ITI Building, Borda-Margao, Goa
• City/Town	Margao
• State/UT	Goa
• Pin Code	403602
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Grants-in aid
• Name of the Affiliating University	Goa University
• Name of the IQAC Coordinator	Dr. Elizabeth Joey Henriques

• Phone No.	9822182230				
• Alternate phone No.	08322514261				
• Mobile	9822182230				
• IQAC e-mail address	iqac.gccem@gmail.com				
• Alternate e-mail address					
3.Website address (Web link of the AQAR (Previous Academic Year)	https://gccem.ac.in/wp-content/uploads/2023/12/GACOGN101522_c.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://gccem.ac.in/wp-content/uploads/2023/12/ACADEMIC-CALENDER-2022.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.12	2023	07/02/2023	06/02/2028
6.Date of Establishment of IQAC			11/02/2023		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Department of Commerce	Research Projects	GIPARD	1 Year	Rs. 30000	
Department of Economics	Short Term Certificate Course	Directorate of Higher Education, Government of Goa	1 Year	Rs. 25000	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of			View File		

IQAC		
9.No. of IQAC meetings held during the year	04	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. Organisation of Faculty Development Programmes and Professional Development Programmes for Non-Teaching Staff. 2. Signing of MoUs 3. Conduct of Academic Audit 4. Feedback is taken from stakeholders 5. Accreditation of the College by NAAC with an A Grade and a CGPA Score of 3.12 on a 4 Point Scale.</p>		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
Accreditation of the College by NAAC	The college was awarded an A Grade by NAAC in February 2023
Organisation of Short Term Certificate Courses	A total of ten 30 Hours Short Term Certificate courses were conducted
Organisation of Workshops/FDPs/Professional Development Programmes for Non-Teaching Staff / Seminars/Orientation Programmes	A total of 24 Workshops/FDPs/Professional Development Programmes for Non-Teaching Staff / Seminars/Orientation Programmes were organised by the Departments/Committees of the college. The IQAC itself organised 08 of these programmes.
Research Publications	Faculty of the college published a total of 29 Research Papers in Journals and as chapters in edited books. 1 Book was authored and 2 Books were edited.
Feedback from stakeholders	Feedback from various stakeholders-students, parents, teachers, employers and alumni was obtained, analysed and necessary action taken by the IQAC.
E-Content for students	E-Content developed by teachers was made available to students on MOODLE-The LMS used by the college.
Organisation of extension and outreach programmes	A total of 24 extension/outreach activities such as cleanliness drives, the Chalo School Mega Drive Initiative, Philanthropy, road safety etc. were organised during the year.
Signing of MoUs	The IQAC of the College was

	instrumental in signing an MoU with VANILLAKART, a subsidiary of EMVITY BRUSHFLICKS CREATIVE HUB PVT. LTD., Margao-Goa on the 19th of October 2022. Another MoU was signed with BNI Foundation India on 20th June 2023.
Career Guidance for Students	A total of 09 career guidance programmes were organised.
Organisation of Talks	Resource Persons interacted with students on interesting topics related to gender sensitization, personality development, financial literacy, body language, prevention of sexual harassment, inter-personal relations etc.
Organisation of co-curricular activities	Various cultural programmes and inter-class cultural event Savishkar was organised by the Student Council of the college.
13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
College Advisory Committee	30/12/2023
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2022	14/12/2022
15.Multidisciplinary / interdisciplinary	
The college adopted the Choice Based Credit System (CBCS) in the academic year 2017-2018. The college offers a bouquet of 63 courses to the students. The Commerce Programmes consist of	

multidisciplinary courses across disciplines of Mathematics, Law, Economics, Environmental Studies, and Computer Applications, in addition to commerce-related courses. The college thus offers a flexible curriculum under the choice-based credit system in which learners can choose from a range of courses based on their competencies. Students are encouraged to explore interdisciplinary research areas for their project work during the final year semesters. The faculties of the college collaborate with each other to conduct various academic and multidisciplinary activities for students.

16.Academic bank of credits (ABC):

The Goa University is registered under ABC. Furthermore, as part of the implementation of the National Education Policy (NEP 2020), the students of the College have registered on the Academic Bank of Credit Portal @ <https://www.abc.gov.in>

17.Skill development:

The College has a Skill Development Cell which takes the initiative of planning and organizing various skill - based courses. Courses in Communication Skills; Advanced Tally with GST; Digital Marketing; Personality Development; Self Grooming; Devnagri Typing; hand embroidery and tailoring; mushroom cultivation; TCS iON Career Edge-Young Professional Online Self-Paced Course aimed at helping job seekers to improve their core employability skills such as communication, collaboration, business etiquette, financial and digital literacy have been organized. The College also collaborated with the Directorate of Higher Education, Government of Goa in conducting Youth Empowerment Programmes, FINTECH Course and a Course in Digital Marketing and Website Designing during the academic year.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The current commerce curriculum of Goa University does not include facets of the Indian Knowledge System. Goa University proposes to address these lacunae with the introduction of the NEP. Initial discussions have already begun in this regard. The college on its part, conducts various cultural activities wherein students showcase local and Indian culture, and learn to assimilate and respect the cultural ethos of the state and nation. Some students of the college have also enrolled and completed online courses such as the TCS iON Career Edge-Young Professional Online Self-Paced Course besides attending webinars. Several teachers of the college have created e-content in Konkani-

the local language under the Digital Integrated System of Holistic Teaching and Virtual Orientations (DISHTAVO) Project of the Directorate of Higher Education.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The college has implemented the following measures in the context of Outcome Based Education(OBE): 1. Introduced an OBE system. 2. Teachers map the COs with POs and PSOs in their respective courses. 3. Attainment of COs is measured using the system developed. 3. Bloom's taxonomy is used in the setting of question papers for the intra-semester and the Semester- End Examinations.

20.Distance education/online education:

As per the guidelines of the UGC, the college is not mandated to commence online courses. However, the college has taken the initiative to motivate students to enroll for online courses. Students of the college for instance have enrolled and completed TCS iON Career Edge-Young Professional Online Self-Paced Course. They also attend webinars.

Extended Profile

1.Programme

1.1	63
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	303
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	38
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File
2.3	51
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	18
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	21
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	11
Total number of Classrooms and Seminar halls	
4.2	213.74
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	116
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The Government College of Commerce and Economics, affiliated to the Goa University, offers Honours Programmes in Financial Accounting, Cost and Management Accounting, and Business Management.

To effectively implement the curriculum, the college takes several initiatives:

- At the beginning of each semester, teachers create lecture plans for efficient course execution, recording details on the Integrated Academic Information Management System (IAIMS). Lecture plans are available on IAIMS.
- Teachers upload e-content on Moodle for a flipped classroom experience, and syllabus details are accessible on the college website, IAIMS Portal, and in the library.
- Teachers receive timely timetables, displayed in classrooms, and utilize ICT tools, smart boards, projectors, and online platforms like Google Meet and MS Teams.
- The library offers diverse resources, including book bank facilities for economically disadvantaged students. Student engagement includes group discussions, peer learning, presentations, internships, and seminars.
- Remedial classes support academically weaker students, while final-year students undertake research projects.
- The college conducts short-term certificate courses for employability skills, winter internships for practical exposure, and faculty participation in workshops and seminars for continuous improvement.
- Practical sessions enhance students' working knowledge in IT, Business Communication, and Business Law.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.gccem.ac.in/curricular.html

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The College strictly follows the academic calendar set by Goa University while also creating its own calendar aligned with the

university's schedule. The academic calendar acts as a roadmap for planning and executing various college programs, with committees and cells organizing activities accordingly.

- At the academic year's outset, the Head of Institution provides teachers with a Committee List, and the Internal Quality Assurance Cell (IQAC) formulates a Strategic Development Plan circulated for approval among faculty and IQAC members.
- External IQAC members' inputs are considered, and the finalized College Development Plan is uploaded on the website. The finalized College Development Plan for the academic year is then uploaded on the College website for information of students and other stakeholders. Faculty and In-charges of various committees of the College - Student Council, ICC, Gender Champions, Nature Club and others then organise activities in consonance with the Strategic Development/Perspective Plan.
- The Continuous Internal Evaluation (CIE) is integral to the teaching-learning process, assessing students through Intra Semester Assessments (ISA) and Semester End Examinations (SEE). Two ISAs per course are conducted within specified periods, and the SEE follows the Goa University timetable.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://gccem.ac.in/wp-content/uploads/2022/05/Strategic-Development-Plan_c.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File
1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
03	
File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
10	
File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
226	
1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year	

226

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The College strictly follows the curriculum mandated by the affiliating University, lacking the autonomy to introduce independent courses. However, it integrates cross-cutting issues like gender, environmental sustainability, human values, and professional ethics into various program courses. Subjects such as Cost and Management Audit, Business Communication, and Business Law incorporate aspects of professional ethics.

- Environmental Studies, mandatory in Semesters I and II, enlightens students on natural resources, ecosystems, and societal interconnections, complemented by field visits.
- Economics of Resources in Semester IV addresses Environmental Economics and Sustainable Development concepts.
- Business Environment for SYBCom students cover environmental aspects and key legislations such as the Right to Information Act. Beyond the curriculum, the College organizes programs promoting awareness on gender, environment, and ethics.
- Initiatives include street plays, International Women's Day celebrations, promoting women's leadership and appointing Gender Champions.
- Programs cover topics like sanitation, personality development, and climate change.
- The College engages in social responsibility through activities like tree plantation, cleanliness drives, creating awareness about millets and blood donation camps.
- NSS students participate in adult literacy projects, and a Code of Conduct is adhered to by students and faculty.
- The college also organizes various health camps.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

23

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

234

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above								
<table border="1"> <thead> <tr> <th data-bbox="86 353 529 421">File Description</th> <th data-bbox="529 353 1436 421">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 421 529 524">URL for stakeholder feedback report</td> <td data-bbox="529 421 1436 524">View File</td> </tr> <tr> <td data-bbox="86 524 529 743">Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)</td> <td data-bbox="529 524 1436 743">View File</td> </tr> <tr> <td data-bbox="86 743 529 846">Any additional information(Upload)</td> <td data-bbox="529 743 1436 846">View File</td> </tr> </tbody> </table>	File Description	Documents	URL for stakeholder feedback report	View File	Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File	Any additional information(Upload)	View File	
File Description	Documents								
URL for stakeholder feedback report	View File								
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File								
Any additional information(Upload)	View File								
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website								
<table border="1"> <thead> <tr> <th data-bbox="86 1021 529 1088">File Description</th> <th data-bbox="529 1021 1436 1088">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1088 529 1191">Upload any additional information</td> <td data-bbox="529 1088 1436 1191">View File</td> </tr> <tr> <td data-bbox="86 1191 529 1339">URL for feedback report</td> <td data-bbox="529 1191 1436 1339">https://www.gccem.ac.in/feedback-analysis.html</td> </tr> </tbody> </table>	File Description	Documents	Upload any additional information	View File	URL for feedback report	https://www.gccem.ac.in/feedback-analysis.html			
File Description	Documents								
Upload any additional information	View File								
URL for feedback report	https://www.gccem.ac.in/feedback-analysis.html								
TEACHING-LEARNING AND EVALUATION									
2.1 - Student Enrollment and Profile									
2.1.1 - Enrolment Number Number of students admitted during the year									
2.1.1.1 - Number of sanctioned seats during the year									
120									
<table border="1"> <thead> <tr> <th data-bbox="86 1697 529 1765">File Description</th> <th data-bbox="529 1697 1436 1765">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1765 529 1832">Any additional information</td> <td data-bbox="529 1765 1436 1832">View File</td> </tr> <tr> <td data-bbox="86 1832 529 1944">Institutional data in prescribed format</td> <td data-bbox="529 1832 1436 1944">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	View File	Institutional data in prescribed format	View File			
File Description	Documents								
Any additional information	View File								
Institutional data in prescribed format	View File								
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of									

supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

4

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The assessment process adopted by the college is designed to understand the diverse academic strengths and challenges that individual students have. The assessment includes a combination of tests, assignments, and other evaluative methods to gather a holistic understanding of each student's academic capabilities. Based on the performances in internal tests, assignments, Competencies, subject knowledge, interaction in the classroom and marks obtained are indicators on the basis of which the Institute identifies the advanced and slow learners.

The needs of Advanced Learners are addressed through: Intensive mentoring in individual courses by the concerned teachers. Assigning coursework and providing library resource material to these students. Participation and presentation of research papers at seminars. Use of focused group discussions, debates, projects, sharing of newspaper links and application of ICT resources to engage the students in higher-order thinking.

The needs of Slow Learners are addressed through the conduct of remedial classes and extra classes with study material. Mentoring of students by teachers. Teacher interactions with parents. Slow learners are also encouraged to participate in co-curricular activities, presentations and discussions which helps boost their confidence levels. Slow learners are encouraged to participate in Skill Enhancement Courses.

File Description	Documents
Link for additional Information	NIL
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
303	18

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

To enrich the overall learning experiences, a variety of student-centric learning methods are used for effective communication of the subject knowledge to the students. Active learning, cooperative learning, project-based learning, and experiential learning methodologies are initiated. By incorporating these methods, our institute aims to enhance students' understanding, critical thinking skills, and practical application of knowledge, promoting a more comprehensive and engaging learning journey.

Students are given an opportunity to acquire skills, knowledge, and experience outside the classroom setting through internships, field trips and field research. The practical component of the Computer Applications, Business Communication and Environmental Studies courses ensures that the student is 'learning while doing'. In the Business Laws Course, students study the nuances of legal drafting. In the Project Paper students learn to conceptualize and construct questionnaires, and collect primary data from respondents through interviews, discussions and observation. Experts from industry, finance and academia are invited to interact and share their expertise and experiences with the students.

Students are engaged in discussions, debates, role play, and brainstorming sessions which develop in them a spirit of inquiry and independent thinking. Through participation in extension

activities, students develop a deeper understanding of their social and civic responsibilities. Students are encouraged to participate in intercollegiate quizzes, seminars, and workshops. The students are also given an opportunity to enroll in certificate courses which enable them to improve their employability skills.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://gccem.ac.in/announcements.html

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Information and Communication Technology has become an integral component of the teaching-learning process in the College. In the teaching-learning process, teachers utilize ICT-enabled tools to enhance effectiveness. These tools include digital resources, multimedia presentations, interactive software, and online platforms.

Our teachers employ ICT for communication, creation, distribution, storage, and information management. The college boasts of having cutting-edge technology in its classrooms and facilities, featuring state-of-the-art Smart Classrooms with interactive smart boards which are intensively utilized by all teachers.

The College uses Moodle as its LMS. Teachers at least one week in advance upload e-content on Moodle so that the students get acquainted with the course content to be covered during the subsequent week thereby ensuring a flip classroom experience.

As a part of the Intra-Semester Examinations, students are called upon to make Power Point Presentations, create blogs and short video films enabling them to express their creativity and be better prepared to deal with the on-going technological change in society. Course related Webinars are also organized for the students.

The College Information Technology Laboratory and Commerce and Economics Laboratory equipped with internet connectivity are used by teachers for the practical component of their courses.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://gccem.ac.in/wp-content/uploads/2023/12/ICT-in-teaching-learning.pdf

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

18

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

18

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

159

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The internal assessment mechanism is transparent and robust in terms of both frequency and mode. The process is clearly defined and easily understood, ensuring that students and stakeholders have a clear view of how assessments are conducted.

The College conducts the examinations in adherence to the ordinances. A Statutory Examination Committee is constituted and is assigned the task of conducting the examinations as per the schedule and ordinances outlined by the university. The process of examinations and evaluation in the college is continuous, robust and transparent. The examinations are segmented into Formative Assessment and Summative Assessment

Formative Assessment (Intra-Semester Assessment (ISA)): Two ISA's are conducted in each semester. While the first ISA has a written format, the second ISA can take different forms - oral, quiz,

presentations, assignments, short films, field work, blog creation etc.

Summative Assessment (Semester End Examination (SEE)): The SEE is conducted at the end of each semester. While the question papers for the SEE for the first- and second-year students are set by the teachers in the college itself, the SEE for the Final Year Students is conducted by the Goa University.

The college ensures transparency in the evaluation system by adopting the following mechanisms: Assessed manuscripts of the ISA examinations are provided to the students for their perusal, enabling them to bring to the attention of the teacher anomalies in the evaluation if any. Results are uploaded on the college website and are also pinned on the college notice boards.

File Description	Documents
Any additional information	View File
Link for additional information	https://gccem.ac.in/announcements.html

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Various Committees and cells constituted to address examination related grievances

- The Examination Committee is entrusted not just with the task of timely and efficient conduct of examinations as per the university calendar but also serves as a mechanism that students can approach to address examination related queries and problems.
- The college constitutes a Grievance Redressal Cell to deal with various grievances including examination related grievances and address the same in a timely and effective manner.

A system of verification of marks is available wherein within a period of seven days of the declaration of results of the SEE, students are given the opportunity to apply for personal verification of their marks, on payment of the fee prescribed. At the time verification of marks, the student applying for the same is handed over the assessed manuscript in the presence of the concerned teacher and the Head of Institution/Convenor of the Examination Committee. The student is given the opportunity of

perusing through the manuscript.

The College Unfair Means Committee is constituted to look into grievances of malpractices during examination. After the primary inquiry is conducted by the committee, the file is then forwarded to the Goa University for further action.

File Description	Documents
Any additional information	View File
Link for additional information	https://gccem.ac.in/grievance-redressal-mechanism.html

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college ensures that teachers and learners on the campus have a clear understanding of the stated programme and course outcomes for every academic programme provided by the institution. This awareness suggests that both teachers and learners are familiar with the learning objectives and goals set by the institution for each programme. These outcomes normally outline the knowledge, skills, and competencies that students are expected to acquire by the end of the program.

The Programme Outcomes, Programme Specific Outcomes and Course Outcomes of the Honours Programme in Commerce offered by the College are communicated to the teachers and students through the following mechanisms:

- The POs, COs and PSOs are uploaded on the College website.
- The Course Objectives are uploaded by each teacher on the IAIMS Portal as a part of the lecture plan for each course.
- Orientation of freshers at the commencement of the Academic Year.
- The syllabus copy which clearly specifies the course outcomes are made available to the faculty member prior to the commencement of the academic year so as to enable preparation. Further a syllabus file is available and maintained in the library for perusal and reference anytime.
- Reference to contents of POs is also available to students and faculty through the prospectus, a copy of which is possessed by every student.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://gccem.ac.in/curricular.html
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The college conducts assessments to evaluate how well students have achieved the specified programme outcomes and course outcomes. This evaluation process involves measuring whether students have successfully acquired the knowledge, skills, and competencies outlined in the programme and individual course objectives through the following mechanisms:

- As an initiative towards Outcome Based Education, the College has an in-house programme for Assigning and Measuring Attainment of Course Outcomes (COs) and mapping COs to Programme Outcomes (POs).
- Participation of the students in co and extra-curricular activities is monitored by the Teachers/Mentors as well as by the Students' Council.
- Encouraging the participation of students in sports at both the intra and extra- mural levels.
- Tracking student progression into higher studies and employment.
- The College strives to attain the Programme Outcomes by organizing various short-term courses; talks by eminent resource persons; internships; conduct of remedial classes; engagement of students in various outreach and extension programmes; organization of various curricular and co-curricular activities; organization of personality development programmes; field visits and developing a research culture among the students through the Project Paper.
- A spirit of entrepreneurship is sought to be inculcated in the students by organizing entrepreneurship boot camps in association with the Goa State Innovation Council. Entrepreneurs are invited to interact with the students on a regular basis. A few of our students in fact operate their own enterprises.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://gccem.ac.in/outcomebasededucation.html

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

51

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://gccem.ac.in//wp-content/uploads/2023/12/TYBCom-RESULT-ANALYSIS-2022-2023.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://gccem.ac.in/wp-content/uploads/2023/12/Student-Satisfaction-Survey_c.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

30000

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

01

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://www.goa.gov.in/department/goa-institute-of-public-administration-rural-development/

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

24

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards	
3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year	
3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year	
01	
File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File
3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year	
26	
File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File
3.3 - Extension Activities	
3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year	
<p>Our students were not confined to desks. Extension activities became transformative journeys, weaving positive change into the community and sparking personal growth in every thread</p> <p>Sensitizing to Social Issues:</p> <ul style="list-style-type: none"> •Street plays on suicide prevention sparked critical conversations about mental health, while Appreciation Day and Felicitation Programme of "Aboli" empowered women and celebrated their achievements. •International Women's Day celebrations empowered women, cleaning 	

initiatives at Canacona Railway Station and Galgibagh beach tackled environmental concerns.

Promoting Well-being and Safety:

- Road Safety Awareness rallies at Borda, KTC bus stand, Colva Beach, and Navelim circle educated residents on responsible traffic behaviour, Fit India Cyclothon championed active lifestyles.

- Distribution of cloth and paper bags encouraged sustainability, Awareness about millets among local households and retailers in Borda promoted healthy food choices.

Nurturing Creativity and Compassion:

- Distribution of plants and orchids brightened homes and hearts.

- Christmas programs for Anganwadi students brought joy , compassionate visits and talks on mindful self-care for Matruchaya Orphanage inmates fostered empathy and understanding.

Empowering the Vulnerable:

- Annadaan to Matruchaya Orphanage inmates provided sustenance, Health camps on Covid-19 booster dose vaccination safeguarded the community's health.

- Chalo School Mega Drive supported children's education, cleaning initiatives at hospitals, religious places, and water bodies enhanced the environment.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

25

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

240

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

77

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year**

02

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The College has well-ventilated, ICT enabled smart classrooms. The Library is fully automated with Integrated Library management software E-Granthalaya 4.0 with Web-OPAC. The Commerce and Economics Laboratory is equipped with a Smart Board and 20 desktop computers. The Information Technology laboratory is well equipped with 98 computers and 18 laptops with internet connectivity. The

College has an air-conditioned Seminar hall with Information Technology enabled facilities and seating capacity of hundred persons. The College has a well-ventilated Multipurpose Hall equipped with a stage, audio visual system, Green room facility, LED lights with a seating capacity of five hundred plus. The Institution has facilities such as ramp, lifts, Tactile pavers and separate washrooms on each floor for the differently abled. The College building is well-guarded by security guards and the entire building is under CCTV surveillance along with fire extinguishers, fire alarms and water hose. The College houses a Staff room, Principal's Cabin, Office, Medical room, Girls Common Room, Counseling Room, IQAC Record Room, Rooftop Solar PV Power Plant, Cluster Research Centre, Server room, Electrical Control room, Canteen, Bio-metric system, Wi-Fi Facility, generators, inverters, air conditioning, Sanitary pad incinerators, sanitary napkin Vending Machine, Water filters and Atmospheric Water Generators.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

] Sports

The Institution has two playgrounds of 3200 sq.mts. and 4000 sq.mts. respectively. They were extensively used by students for cricket and football, since the establishment of the College in 2010. Courts are also available for Kabaddi, Kho-Kho, Volleyball and Badminton. The College has a Multipurpose Hall that is ideal for sports and indoor games. Students practice table tennis, chess, taekwondo and yoga in the Multipurpose Hall.

Basic fitness equipments for students are also available in the gymkhana store.

Sports specific equipments for athletics, cricket, handball, taekwondo, judo are also available for use.

b] Cultural Activities

Audio-Visual room

The Audio-Visual room is a well-ventilated virtual classroom equipped with a smart board and podium, with a facility for lecture capturing, video conferencing, and live transmission of lectures and interactions with participants from remote locations; Wi-Fi connectivity, Audio Visual system, mounted projector, mounted camera, air conditioning, a seating capacity of a hundred people and a stage.

Multipurpose Hall

The Multipurpose Hall of the College is equipped with a stage, Audio-Visual system, large seating capacity of five hundred, Green Room facility, LED lights, and is also naturally ventilated.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

11

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

11

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NIL
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

32.27

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The College Library is a Centre for academic learning, and plays a vital role in supporting the educational objectives of the Institution. Our main goal is to help Library patrons to effectively use Library resources. The Library functions as an open access system for its patrons.

- Online Public Access Catalogue (OPAC) is also made available to the users on College website(https://eg4.nic.in/GOVCOLLEGE/OPAC/Default.aspx?LIB_CODE=GCCEMLIB) .
- Library Visitors System (Check In/Check Out)
- Library subscribes NLIST (<https://nlist.inflibnet.ac.in/>) and DELNET (<https://delnet.in/>)
- Syllabus, question papers and various helpful links have been uploaded on the Library page of the
- College website. <https://gccem.ac.in/amenities/Library/>
- Access to publications of the faculty and students of the Goa University <http://irgu.unigoa.ac.in/drs/> and access to National Digital Library (NDL) <https://ndl.iitkgp.ac.in/> is also available.

Description of Library

The Library has resources such as books, periodicals and CD's. The total collection of books in the Library is 8796, which includes 4196 circulation books, 2110 reference books, 645 complimentary books and 1845 Book Bank books.

Services provided by the College Library include:

Library orientation to new members, Circulation, Reference Services, Book Bank Facility, Display of new arrivals, Reprographic services, Current Awareness Services, Project Reports, Question papers, Syllabus and Similarity checking.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

24.80

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

33

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The Commerce and Economics Laboratory is equipped with a Smart Board and 20 desktop computers. The Information Technology laboratory is well equipped with 42 computers and 22 laptops with internet connectivity. It consist of various Open-source software such as Libre office, Inkspace, Python, Pycharm and Audacity.

The College has acquired three LED display screens and Smart boards have been installed in every classroom, in the Commerce and Economics Laboratory, in the Seminar Hall and in the IT Laboratory.

Each Smart Board consists of two inbuilt PCs (Android and Window). There are 11 such Smart Boards that have inbuilt PCs. The Smart Podiums in the Seminar Hall and classroomNo.001 have inbuilt PCs.

The College has Internet connectivity of Goa Broad Band Network (GBBN) provided by the Government (40 Mbps); a dedicated BSNL Line(100 Mbps) and Jionet Wifi Connectivity.

Antivirus has been installed on all systems and is regularly updated.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

116

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

181.47

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The College has established norms and systems for the maintenance and utilization of physical infrastructure. An 'Infrastructure Maintenance and Development Committee' is constituted in order to oversee and monitor the infrastructural facilities in the campus. The Committee comprises of both teaching and administrative staff. A register is also maintained in the office where staff and students note infrastructural lacunae or any damage to the

physical assets of the Institution. The College office then contacts the concerned Government Departments and ensures that the problem areas are addressed within a specified period of time.

Annual Maintenance Contracts (AMCs) have been executed for various Equipments and software e.g., Elevator, Air Conditioning, CCTV, photocopier machine, Fire extinguishers, Solar PV Rooftop System of 30 KWp, and Internet facilities with Quick Heal Internet Security 12 Users License.

The various departments such as the Library, Sports department, IT Section and Commerce and Economics Laboratory have specific utilization policies that facilitate optimal and constructive usage of facilities available. Students of the College are also expected to adhere to the rules and regulations with respect to the usage of the classrooms.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://gccem.ac.in/ssr/AQAR%202022-2023/Criteria%204/Criteria%204/4.4.2%20additional%20Information.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

19

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

35

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	https://gccem.ac.in/news-events/events/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

218

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

218

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

8

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

5

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Student Council:The Student Council comprises of the General Secretary, the Cultural Secretary, the Sports Secretary, the Ladies representative and the Class representatives who are democratically elected by the students. The Council members represent the student community and participate in the decision making process. The Student Council organizes academic, social and cultural activities for the students.

The Internal Quality Assurance Cell(IQAC):The Ladies Representative of the college and also an ex-student are members of the IQAC. They engage in the deliberations and decision making during the meetings.

Internal Complaints Committee: The Ladies Representative of the College is also an active member of the ICC and assists the Committee in conducting programmes to sensitize and create awareness among the students of the college on issues related to sexual harassment.

Anti-Ragging Committee:The members of the Anti-Ragging Committee of the College comprise of students of both genders.

NSS:The plethora of activities (extension and outreach activities) organized by the NSS Unit of the College enable the students to develop their personalities and facilitates the students in

Students of the college also find representation in the Student Grievance Redressal Committee, Gender Champions and various other

Non-Statutory Committees.

File Description	Documents
Paste link for additional information	https://gccem.ac.in/ssr/AOAR%202022-2023/Criteria%205/5.3.2.Stu_Rep.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

28

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Alumni Association of the Government College of Commerce and Economics was set up in the Year 2015. The Alumni Association has been registered under the Societies Registration Act, 1860 (Central Act 21 of 1860) on 27th April 2018. Generally meetings of the association are held and various programmes discussed. The alumni visits campus on regular basis and keep track of the latest development in the college. Assistance of the alumni is also availed of at different points of time particularly in the organization of the sports day of the college where the alumni are active participants. The faculty of the College personally keep in touch with the alumni. Whatsapp groups are used to post job advertisements and information related to events being organized

in the college.

Given the fact that the students of the college largely belong to the economically weaker sections of society, a minimal amount not exceeding Rs. 100 is contributed by the alumni as membership fees of the association.

File Description	Documents
Paste link for additional information	https://gccem.ac.in/ssr/AOAR%202022-2023/Criteria%205/alumni%20certificate.jpg
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The Institution's distinctive characteristics as defined in the Vision and Mission statements:

OUR VISION

"We intend to be a leading Institution in providing quality education and equal opportunities to heterogeneous student community from diverse backgrounds."

OUR MISSION

"To offer holistic and interactive academic environment to the students from diverse backgrounds, enabling them to develop academic, interpersonal and technological skills and empower them to achieve their highest potential for adapting to the competitive global society."

Being a Government College, the management of the College rests

with the Directorate of Higher Education, Government of Goa. The Principal is the academic and administrative Head of the Institution and shoulders the responsibility of administering the Institution along with the faculty. Democracy, decentralization and transparency are the three fundamental pillars intrinsic to the functioning of the College. Staff and Students are an integral component of a number of committees. The Mission Statement indicates the desire of the College to not just educate the student but developing a holistic approach to education striving to develop the overall personality of the students.

The College believes in participatory management and provides an opportunity to the students to explore their leadership skills through participation in Sports, Cultural and N.C.C.

File Description	Documents
Paste link for additional information	https://gccem.ac.in/ssr/AQAR%202022-2023/Criteria%206/6.1/6.1.1.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Decentralization and participative decision-making process has become one of the major practices followed in order to implement various strategies for effective functioning of College. The College Principal is entrusted with powers given by the Directorate of Higher Education which enables him to exercise leadership skills with focus on decentralization and participative management. The academic and other activities of the College are planned and executed by the various departments and committees constituted for the purpose.

Case study of the functioning of the Student Council:

The Institution practices decentralization and participative management through various committees particularly through Students' Council. Various curricular activities are organized granting greater power and authority to teachers and Student Council members thereby increasing organizational efficiency and meeting administrative goals. Participation of the students in

planning and executing cultural activities helps in enhancing qualities and skills like creativity, leadership, confidence and problem solving.

Decentralisation and participative management in the Students' Council manifests itself in the form of:

- Free and fair elections.
- Formation of the Student Council.
- Regular meetings of the council members with the convenor.
- Discussions centered on students suggestions.
- Decision making by the Student Council.
- Execution of decisions taken in the form of activities by students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Perspective Plan of the Institution: Case Study

The institution works towards developing the College as an 'Institute of Excellence' focussing on qualitative improvement, upgradation of professional skills, soft skills, sports and integration of ICT in the teaching -learning process. To achieve the goals envisaged in the Vision and Mission Statements of the College and in consonance with the core values of the Institution - promotion of equity; facilitating empowerment; promoting excellence, inculcating a good value system and furthering student learning. These objectives are to be achieved through optimal and judicious utilisation of the human and material resources available in the Institution.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

College Policies:

The College has designed various policies pertaining to the use of infrastructure, equipment, classrooms, research, mentoring, gender, quality assurance, teaching-learning and innovation, Policy for Divyangjan, Green campus, Sports, and Library.

Administrative Set-up:

The Principal, teamed with the academic and administrative staff of the Institution strives continuously to achieve excellence at every level. The implementation of the policies is routed through various committees constituted by the college each academic year.

Committees:

Every academic year the Principal issues an annual committee list assigning different duties to staff. The committee members are actively involved in organizing various programmes during the course of each academic year. Student representative bodies also work for the holistic development of the student community.

Recruitment and Promotions:

The regular faculties of the college are recruited by Goa Public Service Commission and appointed by the Directorate of Higher Education, Government of Goa. The contractual and visiting teaching faculties are appointed by the Directorate of Higher Education. Time bound promotion lies with the Directorate of Higher Education as per the prevailing statutes.

Procedures:

Service rules prescribed by the Government of Goa are strictly adhered to.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://gccem.ac.in/wp-content/uploads/2023/12/ORGANOGRAM.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

The following schemes are offered to the teaching as well as non-teaching staff for promoting their welfare:

- Study leave for Ph.D.
- Sabbatical and Extra Ordinary leave
- Travelling allowance/Dearness allowance.
- Reimbursement of registration fees for seminar/conference/workshop.
- Leave travel concession (LTC).
- Reimbursement of medical bills.
- Reimbursement of tuition fees of children of the regular staff.

- Group insurance scheme.
- Maternity benefit.
- Paternity benefit.
- Child care leave for women staff.
- G.P.F. Advance and withdrawal facilities.
- House building Loan.
- One time House Building Advance Settlement Scheme.
- Government Quarters
- Allowance for Uniform for multitasking staff.
- Independent workspaces with cabinets and cupboards for each faculty member.
- Medical room facility with first aid,
- Sanitary pad vending machine with incinerators.

File Description	Documents
Paste link for additional information	https://gccem.ac.in/ssr/AQAR%202022-2023/Criteria%206/6.3/6.3.1.pdf
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

11

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

17

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The College has a set mechanism for performance appraisal of its human capital.

- At the end of each semester, Teacher Feedback is taken from

students. From the academic year 2018-19 the feedback is being taken in online mode from students.

- Feedback received with respect to teachers' performance, campus, infrastructure, curriculum etc. are then analyzed and necessary action taken to remedy deficiencies noted.
- Being a Government Institution, every employee both teaching and non-teaching has to fill in the Annual Performance Assessment Report (APAR) annually. The APARs are scrutinized by the Reporting Officer in the case of the non-teaching faculty. The APARs are then reviewed by the Principal, who then forwards the same to the Director of Higher Education with remarks, these remarks condition staff eligibility to higher scales/grades.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Being a Government College, the funds required by the Institution are sanctioned by the Directorate of Higher Education at the beginning of every academic year based on requisition. The accountants working in different government departments are drawn from the Accounts Cadre, Directorate of Accounts, Government of Goa. They function as internal auditors and are responsible for handling and managing the accounts of the departments where they are posted. All accounts of the College are scrutinized by the accountant. The Principal, as a Drawing and Disbursing Officer is the signatory for all the documents prepared by the accountant. All bills external as well as internal are cleared through ECS. At the end of the academic year excess funds are surrendered to the Directorate of Higher Education.

As a special case the external audit of the College for the last five years was carried out by independent Chartered Accountant appointed by the Directorate of Higher Education. Activities that are funded by government organizations and the accounts of the NSS have also been audited through external auditors.

The Office of the Comptroller and Auditor General (CAG) also conducts an external audit as per their policies.

File Description	Documents
Paste link for additional information	https://gccem.ac.in/ssr/AOAR%202022-2023/Criteria%206/6.4/6.4.1%20AUDIT.pdf
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0.51

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The College mobilizes funds by way of fees paid by the students at the time of admissions. Students also pay examination fees. While a major part of the former receipts are credited in the government treasury, the latter are used to conduct the Examinations. Funds are also generated by collecting registration fees from the alumni of the College. The College has generated funds by renting out the College hall to private organisations.

At present, all of its financial requirements are met through the Government. Sources of internal generation of funds also include registration fees towards workshops organized by the College and also sponsorships from organizations, entrepreneurs' and philanthropers.

The College intends mobilizing funds through ICSSR and other such organisations. Efforts towards developing linkages with corporate

entities and philanthropers to mobilize resources will be augmented.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Two best practices institutionalized as a result of IQAC initiatives are:

Initiatives towards introduction of Outcome Based Education

The IQAC of the College has initiated several measures to introduce and implement Outcome Based Education in the college albeit the efforts are in a nascent stage.

IQAC undertook the initiative of constructing the COs, POs and PSO for the B.Com Programme. IQAC, designed an excel programme/matrix for assigning and mapping the COs to the POs and measuring the level of student attainment based on their performance in the examinations. The Programme which is still being fine-tuned has been used for the academic year 2022-2023. Reports of the mapping of COs to POs and levels of attainment based on academic performance have been generated.

B] Faculty Recharge Programmes.

The IQAC of the College primarily conducts Faculty Recharge Programmes to up skill their faculty members aiming towards enhancement in learning-teaching culture in the organization. These programs provide them with opportunities to upgrade their skill to meet the contemporary education sector expectations. IQAC has been successful in conducting workshops, seminars, training programmes, in diverse subject areas get hold of recent trends & developments.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Following initiatives are undertaken to review teaching learning process:

Feedback from Stakeholders

Parents provide feedback on the facilities available in the institution, the teaching -learning process, infrastructure etc.

Students share their opinions on the curriculum, on the use of ICT by the course teachers and on the performance and proficiency of the course teacher.

Teachers: Feedback was sought from the teachers in respect of the course content and its relevance.

Employers are requested to share their views on the performance of our alumni working in their organisations and give suggestions which the institution can incorporate so as to improve the employability of our students.

Feedback on the syllabus, the curriculum and its transactions is also sought from the alumni.

Signing of Memorandum of Understanding (MoUs)

The IQAC reviews the teaching learning process and implements measures to enhance the learning environment. Recognizing the importance of bridging the gap between academia and industry the IQAC was instrumental in signing an MoU with VanillaKart and BNIFoundation of India. The IQAC has already initiated the process of signing MoUs with FiiRE- The Forum for Innovation Incubation Research and Entrepreneurship, a Technology Business Incubator and Haztech Innovation LLP, a dynamic Tech Startup from Margao, Goa.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://gccem.ac.in/ssr/AQAR%202022-2023/Criteria%206/6.5/6.5.3%20Annual%20report.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

"A gender-equal society would be one where the word 'gender' does not exist: where everyone can be themselves." - Gloria Steinem (Social Activist & Journalist)

Government College of Commerce and Economics, Margao, takes several initiatives to promote gender parity:

To increase awareness about Gender Issues the College appoints one of the lady faculty as Nodal Teacher and two students as 'Gender

Champions'. The Gender Champions organize activities to facilitate gender sensitization. Several committees constituted by the College have representation for girl students.

Measures taken by the institution include:

- A visiting register is maintained by the security guards.
- Any student leaving the campus before time is mandatorily required to make the entry in the 'Leaving Early Register'.
- Mentors have been appointed for the students. Mentors interact with the students and help them to solve their problems..
- Every student entering the campus has to compulsorily wear identity card.
- Signages creating awareness and the redressal mechanisms are displayed in the campus.
- The entire campus is under CCTV surveillance.
- A Complaint Box is installed on the campus.
- The College campus is gated by security personnel
- A full-time professional Counsellor is available on campus
- The Anti-Ragging Committee, Internal Complaints Committee is constituted in the College.

File Description	Documents
Annual gender sensitization action plan	https://gccem.ac.in/ssr/AQAR%202022-2023/Criteria%207/7.1/7.1.1%20-%20Annual%20gender%20sensitization%20action%20plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://gccem.ac.in/ssr/AQAR%202022-2023/Criteria%207/7.1/7.1.1%20-%20SPECIFIC%20FACILITIES%20PROVIDED%20FOR%20WOMEN.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above
--	------------------------------

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

- **Solid Waste Management**

Dust bins are placed in each classroom. Regular campus cleaning drives are conducted by the NSS volunteers of the College. Besides, the College also has a tie up with Goa Waste Management Corporation, a Government of Goa undertaking to whom waste handed over for recycling. The use of plastic in the campus is discouraged. The College obliges to keep its campus clean as well as extends this responsibility to the neighbourhood too. Cleanliness drives are conducted in the vicinity regularly.

- **Liquid Waste Management**

Liquid waste from the washrooms flows into a large soak pit through pipes.

- **Biomedical Waste Management**

The College does not have in-house medical facility/clinic. Sanitary pad incinerators are installed in each of the washrooms and are used by the students and faculty for disposal of used pads.

- **E-waste Management**

A separate bin has been earmarked for collection of e-waste in the campus. The College has a tie-up with 'Karo Sambhav' Pvt. Ltd. to whom the e-waste is supplied for recycling.

- **Hazardous Chemicals and Radioactive Waste Management**

The Institution is an exclusively undergraduate programme in the Commerce stream, there are no labs where chemicals are used. Therefore, hazardous chemicals are not generated in the campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://gccem.ac.in/ssr/AOAR%202022-2023/Criteria%207/7.1.3/7.1.3%20Geotagged%20Photographs.pdf
Any other relevant information	View File
7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	E. None of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants 	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and	A. Any 4 or all of the above

energy initiatives are confirmed through the following
1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The College is peopled by students of diverse social and economic backgrounds, of students belonging to different religions, gender and caste groups. Being a government Institution, the College adheres to an open admission policy.

The College imbibes tolerance and harmony amongst students by celebrating various days like Constitution Day, Rashtriya Ekta Diwas, International Yoga day, International Women's Day, National Days, Annual Sports Day, Youth Week, Library Day, etc are observed in the campus.

Skill enhancement courses, Communication Skills course, informative talks, practical training sessions, philanthropy are also provided along with the regular teaching and learning process.

The internship programme and field trips for students gives industry exposure and instils a scientific approach to issues and problems of the society.

The appointment of women representatives in various committees of the college is aimed at reducing vulnerability, empowering women and girl students and ensuring tolerance and harmony towards the societal norms and building human capital with a better cultural and regional inclusion.

Emphasizing the importance of tolerance and harmony, the National Flag is hoisted on National Days.

The Student Council, Gender Champion Cell organize activities for developing religious tolerance and cultural harmony.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The College is a collective hub of diversity, considering the regional, linguistic and socio-economic background of the students as well as staff. It sensitizes the students and employees as responsible citizens, as they are obliged to adhere to the institutional code of conduct, values, rights, duties and responsibilities.

On all the National days, the Institution hoists the National Flag. Staff and students together take the Constitutional Pledge to commemorate Constitution Day. Informative talks, various competitions organised revolve around the theme of social causes and issues.

Staff and students abide by the Code of Conduct. Apart from that, everyone rigorously abides by the policies and procedures that are in place. Students are familiarised with the code of conduct and college policies during the orientation at the commencement of the academic year. As a homework assignment for Business Communication II, second-year B.Com students submit an RTI application.

Staff and students are sensitized to social issues, rights and obligations through competitions organised by the Consumer Cell of the college. Different signboards are placed in the entire campus conveying the message of no plastic zone, awareness about the same is created and use of paper bags and cloth bags is promoted by the institution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators

A. All of the above

and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

One of the core values of the College is to develop a holistic approach to education. Besides the normal classroom study mandated by the curriculum, initiatives are implemented to imbibe in the student community values of peace, brotherhood and fraternity. Each instructional day on campus begins with the playing of the national anthem. The Indian Flag flies high on all National Days.

A number of activities are carried out at the level of the Institution to acknowledge the role essayed by important personalities in the history of our country and also to commemorate days of national significance.

- Celebration of Goa Liberation Day and all National Days like Independence Day and Republic Day .
- Celebration of Constitution Day.
- Participating in cleanliness drives.
- Celebration of International Yoga Day
- Observance of International Women's Day
- Observance of Anti-Terrorism Day
- Celebration of Youth Day/ Week.
- Observance of Rashtriya Ekta Diwas
- Celebration of Fit India Movement - Cyclothon
- Observance of World Mental Health Day
- Celebration of Teacher's Day
- Celebration of Librarian's Day
- Road Safety awareness Week
- Conducting Annual Sports Day

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Title of the Practice: Promotion of Entrepreneurial Spirit.

Objectives of the Practice

Foster entrepreneurial skills among students.

The Context

The college integrates business and entrepreneurship into its curriculum.

The Practice

The college offer courses, conducts competitions, and invite experts to nurture entrepreneurial abilities. It has MoU's with an Incubation Centre and other prominent entities

Evidence of Success

Ten faculties' members published papers in the institution's book titled ""Skill India and Entrepreneurship Development"". Students also participate in entrepreneurial activities.

Problems Encountered

Low motivation, limited resources, Industry engagement, and balancing initiatives with the academic calendar.

Title of the Practice: Commitment to Society - Chalo School Mega Drive

Objectives of the Practice

Empower underprivileged students aspiring to qualify for Navodaya Schools.

The Context

The institute provides opportunities for children to qualify for Jawahar Navodaya Vidyalaya.

The Practice

The institution serves as a hub for "Chalo School Mega Drive," offering free coaching classes as part of extension and outreach initiative in association with BMT.

Evidence of Success

The annual drive provides free coaching classes, free infrastructure for the smooth conduct of the drive. Student volunteers contribute in the conduct of the drive.

Problems Encountered

Inspiring faculty engagement, and overcoming scheduling hurdles for volunteer participation.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Our college is dedicated to meeting the diverse needs of students in the local community by continuously improving the teaching and learning experience. We strive to create an environment that is conducive to academic growth and personal development, employing innovative teaching methods and cutting-edge technologies. Our commitment extends beyond traditional education, aiming to instill an entrepreneurial spirit within the college community. By integrating entrepreneurship into the curriculum and providing resources for aspiring student entrepreneurs, we seek to cultivate

a culture of innovation.

These initiatives align closely with the ethos, principles, and objectives embedded in our institution's vision and mission. Our goal is not only to impart knowledge but also to nurture values, ethics, and a sense of social responsibility. Through collaboration and a commitment to excellence, we aspire to create a holistic educational experience that prepares students for success in an ever-evolving global landscape. In doing so, we remain dedicated to the realization of our mission, ensuring that our students are not only academically proficient but also equipped for a lifetime of meaningful contributions to society.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

The Plan of Action for the next Academic Year includes:

- To promote a quality culture in the institution.
- To organize programmes for Gender Sensitization.
- To promote sustainable development initiatives in the institution.
- Implementation of NEP.
- To carry out Green Audit.
- To provide additional assistive technology for creating disabled friendly and barrier free environment.
- To apply for Autonomy.
- To increase Gross Enrolment Ratio.
- To offer a bouquet of Add On courses, Short - Term Certificate Courses and skill-based courses.