

## ACTION TAKEN REPORT OF THE IQAC FOR THE ACADEMIC YEAR 2016-17

| Sr. No. | Decisions made  | Action taken  |
|---------|---|---|
| 1.      | <p><b>(a) Strengthening of feedback mechanism:</b> Faculty evaluation by students should be done online for second year and third year BA/BCom students as well by next academic year.</p> <p><b>(b)</b> Feedback about syllabus should be obtained from FY/SY/TY students.</p> | <p><b>(a) Online feedback about faculty was obtained from all BA/BCom students.</b></p> <p>Institutional feedback has been obtained from all BA/BCom students.</p> <p><b>(b)</b> Since the CBCS is being introduced in 2017-18, it was decided that feedback about syllabus would be obtained from BA/BCom Semester I and II students after the introduction of CBCS. This would be accordingly done in 2017-18.</p>  |
| 2.      | <b>Introduction of new courses</b>  | A <b>Diploma Course in Counselling Techniques</b> has been introduced. 34 students enrolled for this course in 2016-17.   |
| 3.      | <b>Introduction of Post-graduate programmes</b>   | <p><b>(i)</b> The <b>M.Com. programme</b> commenced from the academic year 2016-17. 26 students have enrolled for this programme.</p> <p><b>(ii)</b> The <b>Post-graduate Diploma course in Human Resource Administration</b> in collaboration with TISS, Mumbai commenced from this academic year. 24 students have enrolled for this course.</p> <p><b>(iii)</b> We have obtained NOC from the Directorate of Higher Education, Government of Goa for <b>M.A. in English</b> and are waiting for affiliation from Goa University. M.A. in English will commence in 2017-18.</p> |
| 4.      | <b>Strengthening of Research Activities &amp; extension activities</b>  | <p><b>I. Research:</b></p> <p><b>(i) Research Centres in Sociology and Economics</b> have been established. Two students have registered for Ph.D., one in each subject.</p> <p><b>(ii) PhDs awarded:</b> Three faculty have been awarded Ph.D., namely, Mrs. Freda Cota e Pereira (Head, Department of Psychology), Ms. Sonal Thakker (Head, Department of Sociology) and Mr.</p>  |

|  |  |
|--|--|
|  | <p>Cosma Fernandes (Head,Department of Konkani)</p> <p>(iii) <b>Registration for Ph.D.:</b> Two faculty members from the Department of Economics, namely, Ms. Gouri Manerkar and Mr. Rajesh Shetgaokar, have registered for Ph.D. at Goa University.</p> <p>(iv) <b>FDP on Applied Statistics and Econometrics:</b> The Research Cell of M.E.S. College of Arts and Commerce, Zuarinagar organized a state-level Faculty Development Programme-Workshop on ‘Applied Statistics and Econometrics’ from 6th April 2017 to 13th April 2017. Dr. Harip Khanapuri, Vice Principal, S.S. Dempo College of Commerce and Economics, Cujira, Goa was the resource person for this Faculty Development Programme. 24 participants from various colleges across the state of Goa participated in this Faculty Development Programme.</p> <p>(v)<b>Teacher Fellowship under UGC FDP:</b> Two faculty members from the Department of Commerce have been awarded the Teacher fellowship under the Faculty Development Programme of the UGC to complete their Ph.D.</p> <p><b>2.MOUs:</b></p> <p>(i) <b>MOU with IMER, Belgavi, Parvatibai Chowgule College of Arts and Science (Autonomous), Margao, Goa and St. Xaviers College of Arts, Science and Commerce, Mapusa, Goa:</b> The College has signed a MOU with KLS’s Institute of Management Education and Research, Belgavi, Parvatibai Chowgule College of Arts and Science (Autonomous), Margao, Goa and St. Xaviers College of Arts, Science and Commerce, Mapusa, Goa.</p> <p>(ii) <b>Activities under MOU with Chowgule College:</b> As part of the MOU signed with Parvatibai Chowgule College of Arts and Science (Autonomous), Margao and St. Xavier’s College of Arts, Science and Commerce, Mapusa, guest lectures have</p> |
|--|--|

|    |   |   |
|----|---|---|
|    |   | <p>been organized. Our students have participated in academic and extra curricular activities organized by these institutions.</p> <p><b>3.Extension activities:</b></p> <p>(i) <b>Library services are kept open to the public.</b></p> <p>(ii) The Department of Physical Education and Sports had conducted <b>athletic training for Police selection</b> as an extension service to the society. 26 trainees took part in the same. The classes were conducted after the college hours. Training was imparted by the College Director of Physical Education and Sports, Shri Shailesh G. Chodankar.</p> <p>(iii)As an extension service the Department of Physical Education and Sports had organized <b>high jump coaching for people (8yrs and above Boys &amp; Girls) from the surrounding areas</b> from 10th April to 5th May 2017. 5 students registered for the camp. Rs. 100 was charged as entry fee. The timing for the same was 8.00 a.m to 10.00 a.m.</p> |
| 5. | <b>Internal academic audit</b> should be done in every semester for every course.   | <p>The modalities for internal academic audit were worked out.</p> <p>Internal academic audit was conducted in April/May 2018 for all courses taught at the final year BA/BCom level.</p> <p>External subject experts were invited to conduct the academic audit.</p>   |
| 6. | <b>Money utilization under RUSA</b> should be implemented as decided, that is, out of the amount received of Rs. one crore , Rs 70 lakhs would be allocated for construction, Rs 15 lakhs for equipment and Rs. 15 lakhs for renovation.<br>The total amount sanctioned for the college was Rs 2 crore. | <p><b>This was complied with.</b></p> <p>Rs. 1 crore was received in 2016-17, out of which Rs 70 lakhs was allocated for construction, Rs 15 lakhs for equipment and Rs. 15 lakhs for renovation.</p>   |
| 7. | <b>Students should register for Spoken tutorials with IIT, Mumbai, an initiative of National Mission on</b>   | Spoken Tutorial, A Massive Open Online Course (MOOC), is a free web-based distance learning program, under which a  |

|     |  |  |
|-----|--|--|
|     | <b><i>Education through ICT, Government of India, to promote IT literacy through Open Source Software.</i></b>         | <p>Libre Office package is offered by IIT Bombay. It is an NMEICT, MHRD Govt of India initiative to enhance IT/Software skill set of our students.</p> <p>164 Students (33 BA students and 131 BCom students) have registered for Spoken tutorials and completed the training course in Libre Office by IIT Bombay NMEICT, MHRD Govt of India.</p>   |
| 8.  | <b><i>Students should be charged for the Certificate courses on music and spoken French.</i></b>                       | <p>A registration fee of Rs 200/- was charged for the Certificate course on the Basics of the Theory of Music (Western Classical).</p> <p>A registration fee of Rs 500 was charged for the Certificate course in Spoken French.</p>  |
| 9.  | <b><i>A special induction programme should be conducted for new faculty at the beginning of the academic year.</i></b> | A special induction programme will be conducted for new faculty at the beginning of the academic year 2017-18 so as to make them familiar with the ethos of the college.   |
| 10. | <b><i>New methodologies in teaching, learning and evaluation should be introduced.</i></b>                             | <p>(i) A <b><i>workshop on question paper setting</i></b> was held on 24<sup>th</sup> August 2016 with a view to improve the quality of question papers. Dr. Denzil Martins, Principal, Nirmala Institute of Education, was the resource person for this workshop.</p> <p>(ii) An <b><i>orientation programme was organized for the students of B.A. / B.Com. Semester V</i></b> in order to equip them with research skills for their projects.</p> <p>(iii) A <b><i>talk on Research Methodology</i></b> was organized for BA Sem V students. Dr. Vijay Viegas, Assoc Prof, PG Dept of Psychology, St. Xaviers College of Arts, Science &amp; Commerce, Mapusa, was the resource person.</p> |
| 11. | <b><i>Peer learning should be formalized and documented.</i></b>   | <p>Peer learning has been formalized and is being documented since 2017-18.</p> <p>This is a process wherein an academically bright student teaches a group of academically weaker students.</p>   |
| 12. | <b><i>An inclusive learning programme should be initiated wherein</i></b>  | The Department of Commerce plans to organize a <b><i>Financial literacy Programme</i></b>  |

|     |   |   |
|-----|---|---|
|     | <i>BCom/BA students will impart financial awareness and financial literacy to school students in the neighbourhood.</i>   | in 2017-18.   |
| 13. | <i>Many of our students come from economically backward sections of society. The Alumni Association should be requested to come forward voluntarily to help the needy students. Alumni may voluntarily take responsibility of one child by paying fees.</i> | Some alumni have been contacted and they have voluntarily agreed to help the needy students.      |
| 14. | <i>A Language Study Centre should be established.</i>   | Not complied so far.  |
| 15. | <i>E-books and videos should be downloaded from e-pathshala and made available to the students.</i>   | Some teachers have downloaded the e-resources and these have been made available to the students. |
| 16. | <i>The College should register for the National Digital Library provided by the MHRD.</i>   | The College has registered for the National Digital Library provided by the MHRD in May 2017.     |

**Dr. Meenakshi Bawa**  
**Coordinator, IQAC**