

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

#### I. Details of the Institution

1.1 Name of the Institution

M.E.S College of Arts & Commerce

1.2 Address Line 1

Dabolim Hill, Zuarinagar-Goa

Address Line 2

Same as above

City/Town

Zuarinagar

State

Goa

Pin Code

403726

Institution e-mail address

[mescollege1@rediffmail.com](mailto:mescollege1@rediffmail.com)  
[mescollege1@gmail.com](mailto:mescollege1@gmail.com)

Contact Nos.

0832-2555772, 0832-2556010

Name of the Head of the Institution:

Dr. R.B. Patil

Tel. No. with STD Code:

0832-2556010

Mobile:

9921346559

Name of the IQAC Co-ordinator:

Dr. Meenakshi Bawa

Mobile:

9823019832

IQAC e-mail address:

[mescollege1@rediffmail.com](mailto:mescollege1@rediffmail.com)

1.3 NAAC Track ID(For ex. MHCOGN 18879)

GACOGN10019

1.4 NAAC Executive Committee No. & Date:

EC(SC)/06/RAR/147

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address:

www.mescollege.org

Web-link of the AQAR:

<http://www.mescollege.org/naac/aqar-2017-18.pdf>

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	4 star	-	1999	5 years
2	2 <sup>nd</sup> Cycle	B++	-	2006	5 years
3	3 <sup>rd</sup> Cycle	B	2.47	2015	5 years
4	4 <sup>th</sup> Cycle	-	-	-	-

1.7 Date of Establishment of IQAC : DD/MM/YYYY

17/04/2004

**1.8 AQAR for the year (for example 2010-11)**

2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

i. AQAR 2015-16 submitted to NAAC on 27/12/2016

**1.10 Institutional Status**

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

**1.11 Type of Faculty/Programme**

Arts  Science  Commerce  Law  PEI (PhysEdu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

B.B.A, B.C.A ,B.B.A. (Shipping & Logistics),  
M.Com., M.A. (English), Ph.D. (Economics  
and Sociology)

1.12 Name of the Affiliating University (*for the Colleges*)

Goa University

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

-

University with Potential for Excellence

-

UGC-CPE

-

DST Star Scheme

-

UGC-CE

-

UGC-Special Assistance Programme

-

DST-FIST

-

UGC-Innovative PG programmes

-

Any other (*Specify*)

UGC-COP Programmes

-

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

8\*

*\*Including Principal*

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

2

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and community representatives

2\*\*

*\*\*Including item 2.5*

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

2

*#Including item 2.7*

2.9 Total No. of members

18

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No.  Faculty

Non-Teaching Staff  Students  Alumni  Others (PTA)

2.12 Has IQAC received any funding from UGC during the year? Yes  No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

1. 'MSMEs as Growth Engine if Indian Economy: Issues and Challenges'
2. Professional and Self-Development for College Teachers.
3. Quality Enhancement and Assurance in Higher Education Institutions in the context of the Revised NAAC Assessment and Accreditation Framework
4. Tourism and Development in India: Issues and Concerns
5. Contemporary Issues in Accounting and Finance
6. Status and Role of Women in Post-Liberation Goa: Issues and Challenges
7. Relationship Issues among Adolescents: Impact on Health and Psychological Well-being
8. Effective Study Habits
9. Research Methodology
10. Writing of a Project Report

2.14 Significant Activities and contributions made by IQAC

The IQAC sees that plans submitted on various parameters related to Curricular Aspects; Teaching, Learning and Evaluation; Research, Consultancy and Extension; Infrastructure and Learning Resources; Student Support and Progression; Governance, Leadership and Management; and Innovations and Best Practices are complied with. The IQAC makes very valuable suggestions on the seven criteria and decides to implement those suggestions which are feasible for the Institution.

Several improvements have been made in the feedback system. The faculty evaluation forms were revised. Online feedback about faculty was obtained from BA/BCom students of semesters I/II/III/IV/V/VI. The feedback from parents was obtained on 16<sup>th</sup> December 2017 and an analysis was made of the same. Institutional feedback was obtained from all BA/BCom students for the first time. BA/BCom Semester I and II students also provided feedback on curriculum for the first time. An analysis of all feedback was done by the IQAC and action has been taken, wherever necessary.

As per the decision taken by the IQAC, the process of internal academic audit has been initiated during this academic year with the objective of improving the quality of teaching-learning-evaluation. The academic audit was conducted successfully.

New methodologies have been introduced in the teaching-learning process. Peer learning has been introduced for some courses and the same has been documented. All teachers submitted their teaching plans and compliance of teaching plans to the IQAC.

The IQAC organized a one –week State-level Faculty Development Programme on ‘Professional and Self-Development for College Teachers’ from 16<sup>th</sup> October 2017 to 21<sup>st</sup> October 2017. Dr.SujataSatapathy, Associate Professor, Clinical Psychology, Department of Psychiatry, AIIMS, New Delhi and Dr.MeghaDeuskar, Head, Department of Psychology, Fergusson College, Pune were the resource persons for this Faculty Development Programme. The workshop was organized with a view to build interpersonal, leadership, communication and conflict management skills in college teachers and to impart knowledge, skills and attitudes on effective mentorship.41 participants from 7 colleges across the state participated in the Programme.

The IQAC organized a national seminar titled ‘Quality Enhancement and Assurance in Higher Education Institutions in the context of the Revised NAAC Assessment and Accreditation Framework’ on 9<sup>th</sup> April 2018. Dr. SiddalingaSwamy, (Coordinator, Quality Assurance Cell, Department of Collegiate Education, Bengaluru) was the Chief Guest and keynote speaker. He also addressed the participants on Innovative Methodologies in the Teaching-Learning process. Prof. ManikraoSalunkhe, Honourable Vice Chancellor, BharatiVidyapeeth Deemed University, Pune was the Chief Guest for the valedictory function. The other resource persons included Dr. ShirishChindhade (NAAC Assessor and Former Principal, M.U. College, Pimpri, Pune), Prof. PranabMukhopadhyay (IQAC Coordinator, Goa University) and Prof. V.R. Shirgurkar (NAAC Assessor and Former Principal, ParvatibaiChowgule College, Margao, Goa). These seminar was organized with a view to acquaint the participants with the Revised NAAC Assessment and Accreditation Framework. The seminar focussed on Documentation for the Revised System of Assessment and Accreditation by NAAC, Benchmarking and Goal Setting Innovative methodologies in the teaching-learning process, and Research, Innovations and Best Practices.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
<i>Details provided in Annexure I</i>	<i>Details provided in Annexure I</i>

\* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body

Provide the details of the action taken

Suggestions made by the management have been incorporated.

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	02	-	-	-
PG	01	01	02	-
UG	05	-	03	-
PG Diploma	01	-	01	-
Advanced Diploma	-	-	-	-
Diploma	01	-	-	-
Certificate	02	01		-
Others (Courses for training for CPT & CS)	02	-	-	-
<b>Total</b>	14	02	06	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options  
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	05
Trimester	02
Annual	02

1.3 Feedback from stakeholders\* (On all aspects)

Alumni	<input type="checkbox"/>	Parents	<input checked="" type="checkbox"/>	Employers	<input type="checkbox"/>	Students	<input checked="" type="checkbox"/>
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Mode of feedback : Online  Manual  Co-operating schools (for PEI)

*\*Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Yes, there was revision of syllabi. Notwithstanding the regulations of the affiliating University which prohibits in general individual colleges from revising syllabi, revision of syllabi was introduced by Goa University at the First Year BA/ B.Com.level for all subjects and the Choice Based Credit System (CBCS) has been introduced in the academic year 2017-18. Teachers were, however, members of Boards of Studies and Sub-Committees for framing syllabi.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

- The M.A. Programme in English has commenced from this academic year (2017-18). 7 students have enrolled for this programme.



## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
38	20	18	-	01 (SD) 01(CL)

*Note:* SD- College Director of Physical Education and Sports, CL-College Librarian

2.2 No. of permanent faculty with Ph.D.

09

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	-	-	-	-	-	21(LB) 16(CB)	-	37	-

*Note:* LB- Lecture basis; CB-contract basis

2.4 No. of Guest and Visiting faculty and Temporary faculty

15

20

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	08	55	04
Presented papers	08	11	01
Resource Persons	-	02	01

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Emphasis on student-centric learning
- Peer learning
- Interactive discussions, debates, article reviews, role play and problem-solving in class
- Digital story telling for B.Com. Semester III students
- External faculty, experts and personnel from the industry are invited to deliver guest lectures.
- Organisation of field trips and study tours, within and outside the state to places and institutions of importance
- Learning through screening of movies and videos
- Experiential learning through case studies and industry internships for B.B.A. students
- Organizing workshops and seminars for students
- Yoga classes for students
- Deputing students to participate in curricular and extra-curricular events organised at the state and national levels.
- Appreciation certificates are awarded to students winning competitions at the college, state, national and international level

- The College has **03** in-house publications for students which provide them a platform to express their thoughts and also enable them to improve their writing skills.
- Conduct of Orientation Programme on Project Paper for the Final Year B.A./B.Com. students
- Students who secured Distinction at the Final Year B.A./B.Com. examinations held in April 2017 were felicitated

2.7 Total No. of actual teaching days during this academic year

191

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- Class-wise Orientation Programme on the Examination Pattern for B.A./B.Com./B.C.A. students
- Orientation Programme on the Scheme of Examinations for newly appointed faculty
- Timely declaration of results
- Answer papers of the Intra-Semester Assessment (ISA) have been shown to the students so as to enable them to improve their performance.
- Conduct of Repeat ISAs for students who have missed their ISA on account of participation in extracurricular activities or on medical grounds.
- To sensitize parents about the academic progress of their wards, results are handed over to parents of students of B.A./B.Com. by respective mentors.
- Immediate conduct of Supplementary Examination in the month of May 2018 for students having backlog papers and desirous of seeking admission to B.A./B.Com./B.C.A. Semester V
- Results of supplementary examinations are declared at the beginning of the academic year before the commencement of classes so that students do not miss classes
- Open book examinations, presentations, role play, industry based assignments for BBA students

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

6\*

\* *Members of Board of studies*

2.10 Average percentage of attendance of students

81.28 %\*

\*\* *Calculated on the basis of total lectures attended to total lectures engaged*

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme*	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B. Com.	276	3.62	15.22	34.78	21.38	75
B.A.	110	13.64	29.09	20	10	73
B.C.A.	26	26.92	26.92	26.92	15.38	96
B.B.A	43	-	100	-	-	100
B.B.A. (Shipping & Logistics)	15	-	100	-	-	100
M.Com. Semester II	14	-	42.86	42.86	-	85.71
M.Com. Semester IV	26	7.69	57.69	30.78	-	96.15
M.A. (English) Semester I	07	85.5	14.5	-	-	100
M.A. (English) Semester II	07	57.1	28.5	14	-	100

\* For undergraduate programmes, results pertaining to final year only

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

<p>The IQAC put forward several suggestions and on the basis of the decisions taken by the IQAC, the following have been implemented</p> <ul style="list-style-type: none"> <li>• Preparation of Teaching plans by individual teachers</li> <li>• Online faculty evaluation by students</li> <li>• Distribution of results to parents</li> <li>• Semester-wise analysis of results</li> <li>• Remedial coaching classes for weaker students</li> <li>• Intra- Semester Assessment answer papers shown to the students</li> <li>• Internal Academic Audit for all courses of B.A. and B.Com.</li> <li>• Peer learning</li> </ul>
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2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	07

Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	10
Others	28*

\* *One- week State-level Faculty Development Programme on 'Professional and Self-Development for College Teachers'*

#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	17	-	-	06
Technical Staff	-	-	-	03

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- A talk on ‘Usage of E-Resources’ was organized by the Research Cell on 12<sup>th</sup> October 2017 so as to orient the teachers on how to access e-resources through INFLIBNET. Dr. Keshav Dhuri, Librarian, St. Xaviers College of Arts, Science and Commerce, Mapusa, Goa was the resource person.
- Regular meetings with faculty to motivate them to register for Ph.D. and undertake major/minor research projects
- Purchase of additional books and journals for the Library.
- Deputing faculty to attend seminars / workshops on research, research methodology, research tools, etc.
- Conduct of Orientation Programme on Project Paper for the Final Year B.A./B.Com. students so as to guide them in preparing research-oriented projects
- A workshop on Calculation of API scores was organized by the Research Cell on 10<sup>th</sup> April 2018 so as to familiarize the teachers with the revised guidelines for API score. Dr. Rajesh Pednekar and Shri. Shripad Merchant, DMs College, Assagao, Goa were the resource persons.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	07	08	
Non-Peer Review Journals			
e-Journals			
Conference proceedings	01	01	

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges  
Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	03	04		
Sponsoring agencies	-	ICSSR and Corporates	ICSSR		

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College   
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows  
 Of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution  
 who are Ph. D. Guides  
 and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
 National level International level

3.22 No. of students participated in NCC events:

University level  State level   
 National level International level

3.23 No. of Awards won in NSS:

	University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	International level	<input type="text" value="-"/>		<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

	University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	International level	<input type="text" value="03"/>		<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>		
NCC	<input type="text" value="06"/>	NSS	<input type="text" value="23"/>	Any other	<input type="text"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Celebration of the International Yoga Day
- Participation in International Youth Day Celebration
- Observation of Van Mahotsav Day
- Rally on Swacch Bharat
- Rally on road safety awareness
- Blood donation camp
- Institutional support to organize Goa River Marathon
- Road Safety Week
- Anti-plastic drive
- Campus development and cleaning activity as part of 'Swachata hi Sewa' initiative
- Celebration of Gandhi Jayanti
- Training Program for NSS girl volunteers on 'Women's Safety and Empowerment'
- Awareness Drive about cleanliness in Zari, an adopted village
- Assisted the implementation of 'RashtriyaVayoshreeYojana' organized by the Ministry of Social Welfare and implemented by the District Administration of South Goa.
- Activities under Red Ribbon Club of M.E.S.College
- NSS Special Camp: Free Ayurvedic medical health camp for villagers
- Observance of SwachhtaPakhwada (01-15 August, 2017)
- Distribution of paper bags
- Rally on the theme *BetiBachaoBetiPadhao* to commemorate International Women's Day
- Various competitions for NSS volunteers: Patriotic Singing, Slogan writing, Painting, Placard making, Poster and Street plays
- Celebration of International Water Day
- Awareness talks for NSS volunteers on: Sanitation, Cleanliness, Health, Hygiene and Epidemics, Personality Development, Stress Management, Development of leadership skills, Cleanliness and lifestyle disorders, Civic Responsibilities and Cleanliness, Road safety, Breast Cancer



## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	67056 sq. mtrs.	-	Self	67056 sq. mtrs.
Class rooms	33	2	UGC/GIDC	35
Laboratories	06	1	UGC/College	07
Seminar Halls	01	-	UGC XII Plan	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	-	UGC/College	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	UGC/College	-
Others (Women's Hostel)	01	-	UGC	01

#### 4.2 Computerization of administration and library

Administration and library are computerised. Library automation was completed in October 2017

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8472	1703029	1112	516610	9584	2219639
Reference Books	19,722	34,68,720	500	204530	20222	36,73,250
e-Books	-	-	-	-		
Journals	95	1,22,934	80 renewed	1,50, 243	80 renewed	1,50, 243
e-Journals	-	-	-	-		
Digital Database	-	-	-	-		
CD & Video	538	-	31	-	569	
Others (specify)	N-List (UGC) INFLIBNET	5700	N-List	5900	N-List	5900

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	74	04	04	-	-	13	41	-
Added	22	03	04	-	-	12	13	-
Total	96	07	08	-	-	25	54	-

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Availability of computers to staff and students for internet access and other computer related work in staffrooms and laboratories

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	0.84
ii) Campus Infrastructure and facilities	8.42
iii) Equipments	0.00
iv) Others	0.21
<b>Total :</b>	<b>9.47</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Information provided in the College Prospectus
- Periodic review from students, teachers and office staff through staff/departmental/management/HOD/Committee and College Council meetings on the implementation of all aspects mentioned in the prospectus.
- Orientation Programme conducted for students and parents at the time of admission.
- Digital Display of notices regarding Scholarships, Freeships, Students Aid Fund and other forms of assistance.
- Awareness through Mentorship System and counselling services
- Remedial Coaching classes
- Kadamba Transport Corporation Bus facility for the students
- Facility to pay fees for self-financed courses in instalments

#### 5.2 Efforts made by the institution for tracking the progression

- Records are maintained by the Examination Committee and the Administrative Office.
- Constant interaction with parents
- Monitoring of students' academic progress, attendance and overall performance by class mentors.
- Regular monitoring of students attendance by the Attendance Committee. The attendance of every student is displayed on the notice boards at the beginning of every month. Letters are sent to parents if the attendance of their ward is below 75%. Meetings are organized for those students who have less than 75% attendance.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1506	48	02	-

#### (b) No. of students outside the state

56

#### (c) No. of international students

38

No	%
690	44.35

Women

No	%
866	55.65

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1081	73	31	154	02	1341	1325	73	37	116	03	1554

Demand ratio 1:1 Dropout %: 0.99%

#### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- The College conducted coaching classes for entrance exam for Chartered Accountancy (CPT) and Company Secretary (Foundation) course

No. of students beneficiaries

9

#### 5.5 No. of students qualified in these examinations

NET  SLET  GA  CAT    
IAS/IPS etc  State PSC  UPSC  Others

\* 6 students cleared Company Secretary Foundation Course

#### 5.6 Details of student counselling and career guidance

- The College provides professional Counselling and Career Guidance for students. As far as counselling is concerned, an external professional counsellor was appointed by the College. The Counsellor was available thrice a week. Formal counselling was done for **176** students and informal sessions were engaged for many others. Besides the professional external counsellor, the faculty members of the Department of Psychology are also involved in counselling.
- As far as Career Guidance is concerned, experts from the industry and professionals were invited to interact with the students (particularly the final year students) on various career options. A total of **595** students (based on total attendance during various sessions) availed of the benefit of career guidance.

No. of students benefitted

771

## 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
10	238	70	-

## 5.8 Details of gender sensitization programmes

- The Gender Champions initiative has been launched by Goa University under the Ministry of Women and Child Development and Ministry of HRD. The Nodal Teacher for this initiative at MES College was Ms. Poorwa Naik and the Gender Champions were Ms. Priyanka Prajapati from T.Y.B.Com. and Mr. Abhishek Thakur from S.Y.B.A. The Gender Champions along with the Nodal Teacher attended a One Day State Level Training Workshop for Gender Champions and Nodal teachers organized by Department of Women’s Studies, Goa University which was held at S.S. Dempo College of Commerce and Economics, Cujira-Bambolim on 13<sup>th</sup> January 2018. The Gender Champions were assigned various tasks, activities to understand the concept of ‘gender-equality’ and were provided with reading material to broaden their vision on gender-equality.
- On 10<sup>th</sup> February 2018, the Gender Champions along with the Nodal Teacher were invited to attend the ‘Difficult Dialogues 2018’ on “Gender Equality” organised by Goa University in collaboration with International Centre, Goa. The Gender Champions had carried placards with unique slogans about gender equality originally written by them to be displayed at the ICG as a mark of “silent protest against gender-biased and discriminatory practices” at the event. They attended a couple of sessions at the event and also witnessed the prestigious Daring Debates Grand Finale hosted by popular TV producer ShaziaIlmi wherein the finalists of the Daring Debates debated upon the motion “Masculinity affects Gender Equality.”
- On 21<sup>st</sup> March 2018, the Gender Champions and the Nodal teacher organised two competitions for the students of the college: ‘Break the Bias’ Power Point Presentation Contest and Poster-making Competition on the theme of Gender Equality. ‘Break the Bias’ was a platform to discuss the entire spectrum of biases that are propagated through memes on social media, TV and Print ads and also messages forwarded through messengers. The poster-making competition was restricted to the theme of ‘Gender Equality.’
- On 28<sup>th</sup> March 2018, a guest lecture on “Laws and Legislations for Gender Equality” by Asst. Prof. AshwiniNayak from V.M. Salgaocar College of Law, Miramar-Goa was organised for the students of all streams to sensitize and educate them in this regard. Students in large numbers attended the talk and raised some very pertinent questions relating to the magnitude of the problem of Gender Inequality. The talk was a success as it generated a lot of discussion and students openly interacted with the guest speaker over the possibilities and optimism of establishing a gender-just society by becoming law-abiding citizens of the country.
- The NSS unit of MES College of Arts & Commerce, Zuarinagar organised a rally in the neighbourhood on the theme *BetiBachaoBetiPadhao* to commemorate International Women’s Day on 8<sup>th</sup> March 2018.
- The NSS unit of MES College of Arts & Commerce, Zuarinagar organised Street Plays to commemorate International Women’s Day on 8<sup>th</sup> March 2018. The street plays was performed on themes such as *BetiBachaoBetiPadhao* and *Female Foeticide*.
- The NSS Volunteers of MES College made placards to commemorate the international women’s day. The placards were used in the rally to give the solidarity to the cause of women. Placards contained slogans like *BetiBachaoBetiPadhao*, *PehliBetiDhankiPeti*, *Save the Girl Child* etc.
- The Department of Physical Education and Sports and Women Cell of M.E.S. College, in collaboration with the Police Sports Cell, GRP, Altinho, Panaji, Goa organized a 6 day self-defence workshop for college girls.

- The Internal Complaints Committee (ICC) of M. E. S. College of Arts & Commerce in collaboration with Taluka Legal Services, Mormugao and ARZ, an NGO based in Vasco-da-Gama organised a talk titled, 'Prevention of Sexual Harassment in the Workplace' for students and staff (teaching and non-teaching) on 13th December, 2017. Adv. S. Rao and Ms. Vijayshree Morajker were the speakers on the occasion.
- The Department of Sociology organized a state-level student oriented seminar on 'Status and Role of Women in Post-Liberation Goa: Issues and Challenges'

## 5.9 Students Activities

### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	62	101959
Financial support from government	56*	-
Financial support from other sources	38	62,000
Number of students who received International/ National recognitions	09	90,000

*\*Applications received from students which have been forwarded to the government*

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_\_\_\_

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

**Vision:** *A dynamic centre of excellence to learn and innovate, fostering holistic development of the individual*

**Mission:** *The college is committed to provide a foundation for lifetime learning through innovative and value-based inclusive education responsive to the ever-changing needs of the society*

**Goals:**

- To empower youth to be responsible citizens through holistic education
- To make effective use of latest technology for enhancing the teaching-learning process
- To promote research culture by stimulating a scientific temper and critical thinking among students and faculty
- To promote entrepreneurial skills through innovative job-oriented courses
- To nurture ethical and social responsibility among individuals towards building a sustainable environment
- To sensitize students about the needs of the community by developing programmes for the upliftment of the weaker sections
- To strengthen academia-industry interface through collaborations
- To synergize with reputed institutions by signing MOUs
- To establish a strong link between stakeholders
- To create a conducive environment for developing individuals with a healthy body and mind
- To inculcate leadership qualities in students and faculty through curricular, co-curricular and extracurricular programmes
- To respect diverse cultures by instilling empathy and compassion among students and faculty

**Core Values:**

- Integrity
- Pursuit of excellence
- Respect for diversity
- Service to society
- Commitment to sustainable environment

#### 6.2 Does the Institution has a management Information System

No



### 6.3 Quality improvement strategies adopted by the institution for each of the following:

#### 6.3.1 Curriculum Development

- Faculty members are members of the Boards of Studies (BOS), Academic Council and Court of Goa University and contribute towards curriculum development.
- Deputing faculty for curriculum development workshops

#### 6.3.2 Teaching and Learning

- Updation of technology for enhanced teaching-learning processes. All classrooms are provided with LCD projectors and/or overhead projectors and speakers.
- Internal academic audit
- Organizing talks by guest faculty on improving quality in the teaching-learning process
- Deputing faculty to attend seminars and workshops relating to improved teaching methodologies.
- Faculty evaluation by students
- Feedback about curriculum obtained from students.
- Organizing state and national level seminars for students
- Purchase of new books and journals in the library
- Peer learning

#### 6.3.3 Examination and Evaluation

- Examination schedule displayed well in advance on notice boards
- Examination Committee constituted to conduct of ISAs, and semester-end examinations as per university guidelines
- Class-wise Orientation Programme on the Examination Pattern for first year B.A./B.Com./B.C.A. students
- Orientation Programme on the Scheme of Examinations for newly appointed faculty
- Timely declaration of results
- Conduct of Repeat ISAs for students who have missed their ISA on account of participation in extracurricular activities or on medical grounds.
- Showing of ISA answer papers to students so as to improve their performance
- Distribution of results to parents of students of B.A./B.Com. by respective mentors.
- Immediate conduct of Supplementary Examination in the month of May 2018 for students having backlog papers
- Results of supplementary examinations are declared at the beginning of the academic year before the commencement of classes so that students do not miss classes
- Facility for verification/revaluation was announced, and provided for, as per University guidelines

#### 6.3.4 Research and Development

- Organized a one –week State-level Faculty Development Programme on ‘Professional and Self-Development for College Teachers’ from 16<sup>th</sup> October 2017 to 21<sup>st</sup> October 2017. Dr. SujataSatapathy, Associate Professor, Clinical Psychology, Department of Psychiatry, AIIMS, New Delhi and Dr. MeghaDeuskar, Head, Department of Psychology, Fergusson College, Pune were the resource persons.
- Two research centres in Sociology and Economics.
- A talk on ‘Usage of E-Resources’ was organized by the Research Cell on 12<sup>th</sup> October 2017 so as to orient the teachers on how to access e-resources through INFLIBNET. Dr. Keshav Dhuri, Librarian, St. Xaviers College of Arts, Science and Commerce, Mapusa, Goa was the resource person.
- Regular meetings held with faculty to motivate them to register for Ph.D. and undertake major/minor research projects
- Deputing faculty to attend seminars / workshops on research, research methodology, research tools, etc.
- Conduct of Orientation Programme on Project Paper for the Final Year BA/BCom students so as to guide them in preparing research-oriented projects.
- A workshop on Calculation of API scores was organized by the Research Cell on 10<sup>th</sup> April 2018 so as to familiarize the teachers with the revised guidelines for API score. Dr. Rajesh Pednekar and Shri. Shripad Merchant, DMS College, Assagao, Goa were the resource persons.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Automation of the library
- Purchase of additional books and journals
- Well-equipped classrooms with LCD and/or OHP projectors and speakers

#### 6.3.6 Human Resource Management

- The growth and development of human resources and its management is a continuous process in the Institution.
- Faculty members are deputed and encouraged to participate/attend workshops/seminars/courses etc.

#### 6.3.7 Faculty and Staff recruitment

Faculty and staff recruitment has been done as per the guidelines of UGC, Goa University, Directorate of Higher Education, and Government of Goa

#### 6.3.8 Industry Interaction / Collaboration

- Organisation of industrial visits, both within and outside the state
- Industry-based assignments/industry internships for BBA students
- Guest lectures by competent persons from industry
- Industry internships for B.A, B.Com. and B.B.A. students

### 6.3.9 Admission of Students

- Transparent mechanism for admission to the various courses in accordance with the norms laid down by the Directorate of Higher Education, Government of Goa and Goa University
- Selection of candidates on merit, interviews and entrance examination (for BBA programmes)
- Students having difficulties in paying fees have the facility of paying fees on instalment basis.
- An Admission Committee coordinates the admission process.
- An Orientation Program for the parents/guardians and for the first year students is conducted, counseling them on the right choice of subjects and briefing them on the facilities available in the college.
- The college followed a non-discriminatory admission policy. Students irrespective of caste, religion, region, gender, socio-economic-cultural background, physical/mental disability etc. were not denied admissions on account of the same.
- International students were granted admission directly through collaboration with ICCR

### 6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> <li>• Loans from M.E.S. Employees Cooperative Credit Society</li> <li>• Group insurance</li> </ul>
Non – teaching	<ul style="list-style-type: none"> <li>• Loans from M.E.S. Employees Cooperative Credit Society</li> <li>• Group insurance</li> <li>• Concession in tuition fees for children studying in the college</li> </ul>
Students	<ul style="list-style-type: none"> <li>• Freeships to students whose family income is less than Rs.2,50,000/- per annum. Scheduled Tribes and Scheduled Castes with an annual income of less than Rs. 2,00,000/- per annum and OBC with an income of less than Rs. 1,00,000/- per annum</li> <li>• Merit scholarships are awarded to students who score highest marks in the concerned subjects</li> <li>• Student Aid Fund for needy and poor students</li> <li>• Student Education Fund for needy students. Contributions are made by faculty.</li> <li>• Book Bank scheme at no cost is available for meritorious, economically backward and minority students for the entire academic year</li> </ul>

### 6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done    Yes     No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes*	Goa University	Yes**	External experts were appointed by the College
Administrative	-	-	-	-

\*For the B.B.A., B.B.A.(Shipping & Logistics) and B.C.A. programmes

*\*\* For B.A. and B.Com.programmes*

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes      Yes  No

For PG Programmes      Yes  No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Internal evaluation and External evaluation/assessment (for final year students).
- Continuous assessment
- Sports merit marks are awarded as per the sports policy of the Government of Goa
- Grace marks of 1% of maximum aggregate marks for students participating in NCC/NSS/Cultural Events at the University/Inter University/ Inter State/National/International Level (representing the University or state).
- Revaluation facility.
- Declaration of results on University website.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The Goa University statutes permit affiliated colleges to apply for the autonomous status.

6.11 Activities and support from the Alumni Association

- The Alumni Association was registered in August 2016
- Guest lectures on career guidance were organized for the benefit of students
- Alumni were invited as judges for various competitions organized at the college/state and national levels
- Alumni were invited as chief guests for functions such as appreciation awards, annual sports meet, debate competitions, etc.
- Alumni have contributed (by way of sponsorship) towards organizing student activities like the “Commerce Fiesta”

6.12 Activities and support from the Parent – Teacher Association

- Regular P.T.A. meetings are held to improve the parent’s interaction in the development activities of the college.
- The PTA decided that parents could meet teachers on the first Friday of every month between 12.00 p.m. and 2.00 p.m. so that they could monitor the progress of the students
- The Parent Teachers Association of M. E. S. College of Arts & Commerce in collaboration with the Lions' Club of Cortalim have taken the initiative to promote menstrual sanitation and proper disposal of menstrual waste by sponsoring a Vending machine for sanitary napkins and incinerators for eco-friendly disposal of menstrual waste in all the women's washrooms in the college.
- The PTA undertook the work of making name plates for the entrance of the college
- The PTA undertook the work of leveling the ground.

### 6.13 Development programmes for support staff

01

### 6.14 Initiatives taken by the institution to make the campus eco-friendly

- Creating Awareness about green campus to all stakeholders
- Vermi compost project.
- Roof-top RainWaterHarvesting .
- Cleanliness Drive including garbage clearance.
- Organised workshops on environmental issues for the students
- Encouraged planting medicinal plants.
- Development of lawns.
- Planting of trees every year
- Use of LED bulbs and tubelights
- Recycling of paper

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- All B.A./B.Com. students provided institutional feedback for the first time. On the basis of the feedback, improvements/changes have been made wherever needed.
- The Value Education Cell which formed with the objective of instilling in students the values of peace and humanity has organized motivational talks for the benefit of students.
- The Alumni Association is playing a proactive role in the development of the institution.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

*See Annexure I*

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Go-Green Initiative
- Internal Academic Audit for B.A. and B.Com. programmes

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- As a part of Swachh Bharat Abhiyan, 40 sincere student volunteers of our NSS units are nominated as class monitors. Orientation programme for class monitors was conducted so as to familiarize them with the role to be played and accountability attached with it. The role of class monitor is to monitor the cleanliness in the class on hourly basis of their respective 20 classrooms. Teachers are kept in charges of each of the classes, to ensure that classes are neat and tidy. The members of the non teaching staff are allotted various facilities in the college to ensure they are kept neat and clean.
- An oath of Swachata was taken by the NSS Volunteers ON 1<sup>st</sup> August 2017 on the backdrop of 'SwachataPakhwada' wherein 240 NSS Volunteers with six program officers took the oath of Swachata.
- An intensive campus cleaning activity was organized by the NSS Unit wherein 365 NSS Volunteers cleaned the campus on two days. As a part of Swachh Bharat Pakhwada areas of college such as garden, laws, passage and surroundings were cleaned. The weeds were taken out and the waste material like plastic and paper were cleaned.
- The NSS volunteers cleaned the lawns between 4th to 6th August 2017 where in area equivalent to 200 square meters was cleaned by taking out weeds. Waste items like plastic and paper were also cleaned.
- 120 Volunteers of NSS unit cleaned library equivalent to 200 square meters between 1<sup>st</sup> August to 6<sup>th</sup> August 2017.

- NSS Volunteers of MES College visited the Railway station area of Vasco-da-gama railway station with an intention to clean the area. As many as 38 NSS Volunteers cleaned the railway station area from 2: 30 pm to 4: 30 pm wherein the polythene bags, chocolate wrappers, and such plastic waste was collected. An area of 14000 square meters was cleaned.
- A total of 46 Volunteers of NSS Unit cleaned 3200 square meter area in the premises of St. Andrew Church Vasco on 5<sup>th</sup> August 2017 as a part of SwachataPakhwada.
- As a part of SwachataPakhwada NSS Volunteers of MES College did the cleaning at COOJ Mental Health Foundation at Khariwada, Vasco.
- As a part of SwachataPakhwada a total of 48 NSS Volunteers distributed 2400 paper bags in the Municipal market of Vasco on 7<sup>th</sup> August 2017. A total 120 vegetable and fruit sellers were distributed free paper bags and oriented to stop the use of plastic.
- 42 NSS volunteers distributed 2000 paper bags in the adopted village of Zari on 8<sup>th</sup> August 2017. Volunteers covered 22 shops and 40 households in this program.
- The NSS Volunteers visited 58 households and 24 shops to create awareness about cleanliness in the adopted village of Zari on 9<sup>th</sup> August 2017.
- In line with celebration of Swachh Bharat Pakhwada, the NSS Unit of M.E.S.College of Arts & Commerce, Zuarinagar-Goa, organized a talk in its adopted village ‘Zari’ on the topic “Sanitation, Cleanliness, Health, Hygiene and Epidemics” at YallalingeswarShardaMandir High School, Zuarinagar on 11<sup>th</sup> August 2017. The programme aimed creating awareness among the locals through their wards studying at YallalingeswarShardaMandir High School in adopted village ‘Zari’. A total of 140 students attended the session including N.S.S.Volunteers of the college.
- A rally on Swach Bharat was organized by the NSS Unit of MES College on 15<sup>th</sup> August 2017 after the flag hoisting ceremony as a part of SwachataPakhwada. A total of 345 volunteers participated in the rally. The rally was initiated at the campus of MES College which concluded in the adopted village Zari. Volunteers participated with placards and recited various slogans on Swachh Bharat.
- As a part of ‘Swachata hi sewa’ program the NSS Unit of MES College organized an awareness talk on cleanliness and lifestyle disorders for the NSS Volunteers on 27<sup>th</sup> September 2017. Dr. SnehaBhagwat, a renowned ayurvedic doctor from Margao interacted with the volunteers about cleanliness.
- NSS Unit of MES College organized a talk on the civic responsibilities and cleanliness for the NSS Volunteers on 26<sup>th</sup> September 2017, as a part of ‘Swachata hi sewa’ initiative of the Government of India. Mr. Rolland Martins delivered a talk on responsibilities of an every citizen of the nation to keep his surrounding clean.
- NSS Unit of MES College with 230 NSS Volunteers carried out an intensive anti-plastic drive in the college locality. The NSS Volunteers lifted the plastic waste from the area amounting to 34 bags. The waste was handed over to the local Village Panchayat.
- The Resource Management Cell launched the project ‘Re Paper’ bin wherein waste paper generated at various points on the campus is collected and is then being recycled. This paper is being sent to Ms.RoshanBandekar, an entrepreneur who owns a unit making bags, envelopes, etc. from handmade paper. The paper collected from MES College is being used to make gift bags.
- Roof top rain water harvesting plant is in function in college.
- Every year new trees are planted on the campus.
- TheVermi composting plant is functioning well

7.5 Whether environmental audit was conducted? Yes  No

#### 7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

- Peer learning has been formalized and is being documented. This is a process wherein an academically bright student teaches a group of academically weaker students.
- The College has registered for the National Digital Library provided by the MHRD.
- Sanskrit classes commenced in January 2018. The teacher, Shri. Hardik Dinesh BhaiBhat, has been appointed by the Rashtriya Sanskrit Sansthan (Deemed University), New Delhi established under the auspices of the Ministry of Human Resource Development (MHRD), Government of India. We have got permission from the Directorate of Higher Education, Government of Goa. The College is the Centre for these classes. 11 students have registered for this course.
- The Entrepreneurship HUB of MES College has been formed to inform, motivate and guide those students, who wish to explore the entrepreneurial way of life. The HUB organized a program titled 'Pursue your Passion' on 16<sup>th</sup> January 2018 where students interacted with two personalities who have decided to pursue their passion. MsShrutiJaiswalZuwarker, has founded 'ROOHSERVE', an organization that helps weavers in Varanasi to gain access to national and international markets by connecting them to well-known brands.
- The Entrepreneurship HUB, in collaboration with 'Goa State Innovation Council', Government of Goa, organised a program on 21<sup>st</sup> February 2018. The speakers were Mr SudipFaldesai, Mr RajaramParsekar, Mr SushantSurlakar and Mr TusharSawant. They addressed the students on topics such as Introduction of Goa State Innovation Council & Bootcamp, How to become a Tech Startup Entrepreneur? Process of setting up an Enterprise, Ideation, Planning, execution, etc. and Various Government Funds and Schemes assistance for starting up.
- The Department of Commerce conducted a certificate course on Tally ERP 9 with GST. The course was for 30 hours (i.e. 2 credits) and was conducted from 7<sup>th</sup> February 2018 to 19<sup>th</sup> March 2018. 21 students registered for the course.
- The Department of Commerce organized a Financial literacy Programme from 22<sup>nd</sup> to 29<sup>th</sup> January 2018. Four BCom students and two BA (Economics) students visited five higher secondary schools and addressed the students on basic financial matters such as opening of bank accounts, how to write a cheque, etc. These 6 students were awarded with certificates of appreciation on 26<sup>th</sup> March 2018.
- Talks by eminent personalities were organized, namely,
  - The BBA Department organized a guest lecture by Rear Admiral ArunPrakash (retd.) on 'Sino-Indian Relations: The Doklam Issue' on 31<sup>st</sup> July 2017. Students from all departments attended this lecture.
  - The Value Education Cell of M.E.S College of Arts & Commerce, Zuarinagar conducted a talk on 4<sup>th</sup> of September 2017. The guest speaker was Mr.NasirTahasalder, a former student and tax consultant from the Heartfulness Organization, an N.G.O. working to create awareness among people highlighting values in life. It also empowers people with techniques to use on themselves to enhance the values in them.
  - A talk on Life Values was organized by the Value Education Cell of the College. The speaker was Shri Ashok Parab, an expert on Neuro Linguistic Programming.
  - The Health Club organized a talk for the female students on 'Health Issues, Diet and Preventive Measures' on 13<sup>th</sup> September 2017. Dr.MayurPai, a renowned gynaecologist, was the guest speaker.
  - The Department of Economics organized ECOBUZZ 2017 on 6<sup>th</sup> October 2017. Mr. Roland Martins, Coordinator, Goa Civic and Consumer Action Network (GOACAN), an NGO, delivered a guest lecture on 'Consumer Rights and Protection.'
  - The Literary Association of MES College of Arts & Commerce, Zuarinagar was inaugurated by renowned fashion designer, writer and Padmashri awardee Mr Wendell Rodricks on 19<sup>th</sup> September 2017 who addressed the students on his book 'Poskem'
  - M. E. S. College of Arts & Commerce, organized an interactive session with India's first graphic novelist, Ms.AmrutaPatil on 14<sup>th</sup> December, 2017
  - The Value Education Cell of M.E.S College of Arts & Commerce, Zuarinagar conducted a talk on 19<sup>th</sup> January 2018. The guest speaker was Swami Hridananda, Head of Goa Ramakrishna Mission, who addressed the students on the topic 'My Values for Life'.
  - The Department of English organized 'Fun with Literature' on 22<sup>nd</sup> January 2018 wherein there was a short story session by Dr.ShealeenMeaney, Full Bright Scholar from the Women Study Centre, New York.



- The Career Guidance Cell of the College conducted a session on “Risk Management Solutions” on the 25th January 2018 for the final year degree students in association with India-Europe International Business School (IEIBS) Akademia which is promoted by a group of Management Professionals with more than 20 years of experience. Around 100 enthusiastic students from the B.COM, B.A and B.C.A streams attended this interactive session. Mr. Harsh Waghmare (Director of Ace Pvt. Ltd, Mumbai), Ms AkilaKamath (Head of Operations-Goa) and Mr VigneshKamath( Regional Head-Goa) were the resource people who enlightened students about different career options available after their graduation and which option had the least risk involved. Interested students were thereafter provided with personal counselling about their career choice.
- The Career Guidance Cell organized a talk by Tata Institute of Social Sciences-School of Vocational Education (TISS -SVE), a top ranking institute recognised in the field of Education, Training & Development on the 5th of January 2018 for the final year students of M.E.S College of Arts & Commerce, Zuarinagar. The session was conducted by Mr GuruprasadMahatme, Mr Kenneth Dias, Mr PravinKarmali and Ms. Claire Noronha. The students were informed of the educational programs which would provide an additional leverage and upward growth towards employability.
- The Department of English organized a guest lecture on Dalit Literature by Dr. Sanjay Nerlikar from D.Y. Patil University, Kolhapur.
- The Department of Business Administration organized an interactive talk by Ms. Odette Mascarenhas, a TV host, columnist and food critic, on 24th November 2017.
- India’s renowned Fado singer, Ms. Sonia Shirsat, interacted with the TY BBA students on 10th March 2018.

### **8.Plans of institution for next year**

- We plan to introduce more add-on courses and certificate courses.
- Bridge courses will be conducted by the Departments of Commerce, Economics, Psychology and Sociology.
- Departments would undertake more extension activities, the details of which are to be finalized.
- Coaching Classes will be conducted for competitive examinations such as GPSC, CAT, banking, insurance, etc

Name **Dr. Meenakshi Bawa** Name **Dr. R.B. Patil**

*Meenakshi Bawa*

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

\_\_\_\_\_\*\*\*\_\_\_\_\_

## Part A 2.15 Plan of Action by IQAC/Outcome

Plan of Action	Achievements
1.Strengthening of feedback mechanism	<p>Online feedback about faculty was obtained from all students.</p> <p>Institutional feedback has been obtained from all BA/BCom students.</p> <p>Feedback about curriculum has been obtained from BA/BCom Semester II students.</p>
2. Introduction of new courses	<p>The Diploma Course in Counselling Techniques is being continued. 28 students have enrolled for this course.</p> <p>The Department of Commerce conducted a certificate course on Tally ERP 9 with GST. The course was for 30 hours (i.e. 2 credits) and was conducted from 7<sup>th</sup> February 2018 to 19<sup>th</sup> March 2018. 21 students registered for the course.</p>
3. Introduction of Post-graduate programmes	<p>The M.A. programme in English commenced from the academic year 2017-18. 7 students have enrolled for this programme.</p> <p>The Post-graduate Diploma course in Human Resource Administration in collaboration with TISS, Mumbai is being continued.</p>
4.Strengthening of Research Activities, Collaborations, & extension activities	<p>Research Centres in Sociology and Economics have been established. Two students are currently registered for Ph.D., one in each subject.</p> <p>The Research Cell has organized a workshop for the faculty on API (Academic Performance Indicators) on 10<sup>th</sup> April 2018. Shri. Shripad Merchant and Shri. Rajesh Pednekar, DMs College and Research Centre will be the resource persons.</p> <p>Two faculty members from the Department of Commerce are currently on study leave under the UGC Faculty Development Programme.</p>

	<p>As part of the MOU signed with ParvatibaiChowgule College of Arts and Science (Autonomous), Margao and St. Xavier's College of Arts, Science and Commerce, Mapusa, guest lectures have been organized. Our students have participated in academic and extra curricular activities organized by these institutions..</p> <p>A Workshop on Usage of E-Resources was organized by the Research Cell on 12<sup>th</sup> October 2017. Dr.Keshav R. Dhuri, Librarian, St. Xaviers College, Mapusa was the resource person.</p> <p>NSS Unit of MES College, Zuarinagar assisted the implementation of 'RashtriyaVayoshreeYojana' organized by the Ministry of Social Welfare and implemented by the District Administration of South Goa. The scheme was about providing various medical aids to the senior citizens from the BPL category. The above health camp was held in the Cottage Hospital Chicalim, where in 50 NSS Volunteers in two batches of 25 each assisted the smooth functioning of health camp from 8 am to 5 30 pm on 19<sup>th</sup> September 2017.</p> <p>The NSS Unit of M.E S College of Arts and Commerce, Zuarinagar had organized a free movie screening of two national award winning Marathi film cum documentary, 'Astu' and 'Kasav' for the benefit of the students and their parents at RavindraBhavan, Vasco on the 9<sup>th</sup> and 10<sup>th</sup> of March 2018. Awareness and sensitization of society to two important issues namely Alzheimer's disease and adolescent depression was the main reason for screening of the documentaries. In recognition of renowned Marathi film director and screen writer, Ms.SumitraBhave's, 75<sup>th</sup> birthday and her contribution to depicting pertinent issues in society, the fiction films were also shown.</p> <p>The Department of Physical Education and Sports has conducted BMI survey on people residing in Zuarinagar to create awareness about the importance of physical activity.</p>
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<p>5. Improvements in teaching-learning and evaluation</p>	<p>Internal academic audit was conducted for B.A./B.Com. programmes with the objective of improving the quality of teaching-learning-evaluation.</p> <p>Bridge Courses in Economics (one week duration) and Commerce (one week duration) were conducted for the benefit of first year students.</p> <p>The ISA papers have been shown to the students.</p> <p>An orientation programme was organized for the students of B.A. / B.Com. Semester V in order to equip them with research skills for their projects.</p> <p>A talk on Research Methodology was organized for B.A.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> <p>New methodologies have been introduced in the teaching-learning process. Peer learning has been introduced for some courses and the same has been documented.</p> <p>All teachers submitted their teaching plans and compliance of teaching plans to the IQAC.</p> <p>Learning outcomes have been designed for all courses/subjects</p> <p>The IQAC organized a one –week State-level Faculty Development Programme on ‘Professional and Self-Development for College Teachers’ from 16<sup>th</sup> October 2017 to 21<sup>st</sup> October 2017. Dr.SujataSatapathy, Associate Professor, Clinical Psychology, Department of Psychiatry, AIIMS, New Delhi and Dr.MeghaDeuskar, Head, Department of Psychology, Fergusson College, Pune have consented to be the resource persons for this Faculty Development Programme. The workshop was organized with a view to build interpersonal, leadership, communication and conflict management skills in college teachers and to impart knowledge, skills and attitudes on effective mentorship. 41 participants from 7 colleges across the</p>
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	<p>state participated in the Programme.</p> <p>The IQAC organized a national seminar titled ‘Quality Enhancement and Assurance in Higher Education Institutions in the context of the Revised NAAC Assessment and Accreditation Framework’ on 9<sup>th</sup> April 2018. Dr. SiddalingaSwamy, (Coordinator, Quality Assurance Cell, Department of Collegiate Education, Bengaluru) was the Chief Guest and keynote speaker. He also addressed the participants on Innovative Methodologies in the Teaching-Learning process. Prof. ManikraoSalunkhe, Honourable Vice Chancellor, BharatiVidyapeeth Deemed University, Pune was the Chief Guest for the valedictory function. The other resource persons included Dr. ShirishChindhade (NAAC Assessor and Former Principal, M.U. College, Pimpri, Pune), Prof. PranabMukhopadhyay (IQAC Coordinator, Goa University) and Prof. V.R. Shirgurkar (NAAC Assessor and Former Principal, ParvatibaiChowgule College, Margao, Goa). The seminar was organized with a view to acquaint the participants with the Revised NAAC Assessment and Accreditation Framework. The seminar focussed on Documentation for the Revised System of Assessment and Accreditation by NAAC, Benchmarking and Goal Setting Innovative methodologies in the teaching-learning process, and Research, Innovations and Best Practices.</p>
<p>6. Improvements instudent support and progression</p>	<p>The Placement Cell has been very active.10 companies, namely, Vedanta Ltd., Axis Bank- Panjim Branch, Axis Bank- Vasco Branch, ARZ- NGO, ICICI Bank Sales Academy, ICICI Prudential,Numadic, Open Destinations, Cresendo Educational Innovations and Tata Consultancy Services visited the MES College Campus. 238 students participated in the interviews and 70 students were selected.</p> <p>45 Final Year BA and BCom students (25 from Commerce, 15 from Psychology and 5 from Economics) underwent a one-month internship in May-June 2018 as per the circular received from the Directorate of Higher Education, Government of Goa.</p> <p>A Language Study Centre has been set up.A Certificate Course in Spoken French was conducted. 12 students</p>

	<p>registered for the course. Sanskrit classes commenced in January 2018. The teacher, Shri. Hardik Dinesh Bhai Bhat, has been appointed by the Rashtriya Sanskrit Sansthan (Deemed University), New Delhi established under the auspices of the Ministry of Human Resource Development (MHRD), Government of India. We have got permission from the Directorate of Higher Education, Government of Goa. The College is the Centre for these classes. 11 students registered for this course.</p> <p>A Student Education Fund was initiated for needy students in May 2016, wherein the teaching staff have voluntarily made contributions for the benefit of needy students.</p> <p>The Department of Physical Education and Sports and Women Cell of M.E.S. College, in collaboration with the Police Sports Cell, GRP, Altinho, Panaji, Goa organized a 6 day self-defence workshop for college girls. Mr SirajKhan , along with 6 members imparted the training to 60 girl students of the college.</p> <p>The Department of Commerce organized a Financial literacy Programme from 22<sup>nd</sup> to 29<sup>th</sup> January 2018. Four BCom students and two BA (Economics) students visited five higher secondary schools and addressed the students on basic financial matters such as opening of bank accounts, how to write a cheque, etc. These 6 students were awarded with certificates of appreciation on 26<sup>th</sup> March 2018.</p> <p>The Department of Konkani conducted a ten-day theatre workshop. 29 students participated in this workshop. The resource persons were the President &amp; Vice President, Tiatr Academy of Goa.</p> <p>The Department of Physical Education organized the first All Goa Inter-Collegiate X-Country Championship (Men) 2017-18.</p> <p>The Health Club organized a free medical check-up and haemoglobin check up, which was done by Dr. Mani Tigga and her team from Goa Shipyard Ltd. as part of</p>
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	<p>their CSR. Free medicines were also given to the students.</p> <p>The Commerce Association of our college organised its Second Business Quiz Competition on 19th September 2017 for Higher Secondary students. 5 Higher Secondary Schools participated for the quiz.</p> <p>The Health Club organized a competition on ‘Healthy Diet’ on 14<sup>th</sup> December 2017 Students had to prepare some food item and explain its health benefits and importance in diet. 14 teams participated in this competition.</p> <p>The Department of Commerce, in collaboration with I-create, organized a five-day programme on ‘Change Your Mindset’ from 17<sup>th</sup> to 22<sup>nd</sup> August 2017. 34 students attended the programme.</p> <p>The NSE Online Courses Committee was formed with the intention to create awareness among the students of the NCFM courses (NSE’s certification in Financial Markets) of NSE (National stock Exchange) and encourage them to join such courses which will add value to their resume. Sixteen students of B.A. and B.Com. (4 BA and 12 BCOM) have registered online for the NCFM courses in the following two modules: Commercial Banking in India – a Beginners Module and Mutual Funds . Seven students appeared for the exam, out of which one student, Mr. Nitin Kumar Shukla from S.Y.B.Com., cleared the online exam in the module Mutual Funds.</p>
<p>7. Improvement in infrastructure</p>	<p>The stationery shop was inaugurated on 20<sup>th</sup> March 2018. It is being run by our former student, Mr. Shankar Kawthankar, who is differently abled, and his visually-challenged partner, Ms. Sonia Shankar.. The shop was inaugurated by our B.A. Semester II student, Ms. Vinita Bicholkar, who is physically challenged.</p> <p>Under RUSA the following has been completed/is in progress:  Repair and renovation: Rooftop and false ceiling work, fitting of grills and aluminium windows has been completed in classrooms in Block I.</p>

	<p>Purchase of equipments: Fixing LED tubelights, fans and electrical fittings in Block I, electronic noticeboards, CCTVs, speakers in classrooms, staff room and corridors,</p> <p>New furniture for library, IT Laboratory, Seminar hall, chairs in staff room and tables and chairs in classrooms</p> <p>Levelling of pathways connecting Blocks I, III and IV</p> <p>New construction on the top floor of Block IV is in progress.</p> <p>Library automation has been completed in October 2017.</p> <p>An Economics Lab has been set up</p> <p>Four wi-fi connections have been upgraded with high-speed internet connectivity. The BBA Department discontinued the BSNL Broadband connectivity of copper wire in 2017 and opted for new BSNL Broadband connection with Fibre Optic cables. The Fibre Broadband unlimited plan for FTTH is commissioned. The plan is FIBRO-COMBO-ULD-4999-CS66-MONTHLY up to 100 MBPS till 200GB, up to 2 MBPS beyond</p> <p>The BCA Department had Rail wire Internet connection with a speed of 4 MBPS from September 2016 to December 2017. From February 2018 onwards, the Fibre Broadband unlimited plan for FTTH has been commissioned. The plan is FIBRO-COMBO-ULD-4999-CS66-MONTHLY up to 100 MBPS till 200GB, up to 2 MBPS beyond.</p> <p>The B.A./ B.Com. and M.A./ M.Com. programmes have internet connections of up to 80 MBPS. The plan is FIBRO-COMBO-ULD-3999-CS65-MONTHLY</p> <p>After analyzing the feedback obtained from students and parents, a new canteen contractor was appointed.</p>
<p>8. Innovations and Best Practices</p>	<p>A special induction programme was conducted for new faculty so as to make them familiar with the ethos of the college.</p> <p>The Women's Cell 'Jyoti' conducted a workshop on making designer paper bags. 30 students enrolled for this workshop. The resource person was Mrs. Anita</p>



	<p>Thorat.</p> <p>Students who secured Distinction at the B.A./B.Com./B.C.A./B.B.A. April 2017 examinations were felicitated on 16<sup>th</sup> September 2017.</p> <p>The ‘MES Entrepreneurship Hub’ has been formed to encourage students to explore their entrepreneurial talent. About 35 students have registered for the same.</p> <p>Teachers were felicitated on 6<sup>th</sup> November 2017 for their academic achievements and for securing 100% results of students in their respective classes. Non-teaching staff were also felicitated for the first time.</p> <p>The Parent Teachers Association of M. E. S. College of Arts &amp; Commerce in collaboration with the Lions' Club of Cortalim have taken the initiative to promote menstrual sanitation and proper disposal of menstrual waste by sponsoring a Vending machine for sanitary napkins and incinerators for eco-friendly disposal of menstrual waste in all the women's washrooms in the college.</p> <p>The NSS Unit of MES College organized ‘Vanamohotsav’ on 11<sup>th</sup> August 2017 in the college campus in collaboration with an NGO called ‘Friends of SatishSonak’. As many as 28 trees were planted as a part of this program. Plants like Imli, Jamun, rain tree and such seasonal trees were planted.</p> <p>The Resource Management Cell has launched the project ‘Re Paper’ bin wherein waste paper generated at various points on the campus is collected and is then being recycled. This paper is being sent to Ms.RoshanBandekar, an entrepreneur who owns a unit making bags, envelopes, etc. from handmade paper. The paper collected from MES College is being used to make gift bags.</p> <p>The appreciation awards ceremony was held on 24<sup>th</sup> March 2018. Students who won prizes at state and national events were felicitated by the Chief Guest, Adv.</p>
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	<p>DyaneshKarpe who was an ex-student of our college.</p> <p>The Gender Champions initiative has been launched by Goa University under the Ministry of Women and Child Development and Ministry of HRD. The Nodal Teacher of M.E.S. College for this initiative is Ms. PoorwaNaik.</p>
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## 2.15 Academic Calendar

Sr. No	Program	First Semester / Term			Second Semester /Term			Vacation / Break		
		Commencement	End	Commencement of Examination	Commencement	End	Commencement of Examination	Type of Vacation/Break	From	To
1.	B.A / B.Com./ B.C.A.	15/06/17	09/11/17	23/10/17	01/12/17	05/05/18	16/04/18	Charturthi	24/08/17	30/08/17
								Winter	10/11/17	30/11/17
								Christmas	24/12/17	01/01/18
								Summer	07/05/18	18/06/18

Program	First Trimester / Term		Second Trimester /Term		Third Trimester /Term		Vacation / Break		
	Commencement	End	Commencement	End	Commencement	End	Type of Vacation/Break	From	To
B.B.A.& B.B.A. (Shipping & Logistics)	01/07/17	29/09/17	03/10/17	13/01/18	15/01/18	02/04/18	Charturthi	24/08/17	30/08/17
							Diwali	18/10/17	08/11/17
							Christmas	24/12/17	01/01/18

Sr. No	Program	First Semester / Term			Second Semester /Term			Vacation / Break		
		Commencement	End	Commencement of Examination	Commencement	End	Commencement of Examination	Type of Vacation/Break	From	To
1.	M.Com./ M.A.	12/06/17	17/11/17	06/11/17	21/11/17	28/04/18	11/04/18	Charturthi	24/08/17	30/08/17
								Winter	11/10/17	31/10/17
								Christmas	24/12/17	02/01/18
								Summer	30/04/18	11/06/18

## 2.15 Curricular and extra-curricular activities for the year 2017 - 18

Sr. No.	Month & Year	Date	Activity	Association/ Department
1	June 2017	21	International Yoga Day	NCC Army Boys, NCC Army Girls, Department of Physical Education and Sports
2		23	140 <sup>th</sup> Birth Anniversary of ShenvoiGoembab	Department of Konkani
3		22-29	Bridge Course	Department of Commerce
4		24	Orientation of CA Course and CS Programme	Department of Commerce
5		27	Orientation on CMA Course	Department of Commerce
6		29	A session on Research Methodology for Third Year BA Students	Department of Psychology
7		29-30	Session on basic econometrics	M.Com.
8		27/6/17 to 7/7/17	Bridge Course	Department of Economics
9	July 2017	01	Orientation on TYBCOM project	Department of Commerce
10		01	Inaugural Ceremony of BBA and BBA (Shipping and logistics) Batch 2017 - 20	BBA and BBA (Shipping and logistics)
11		01,03,07	Session on Gretl and R software	M.Com
12		03-12	Ten- day workshop on 'Acting and Drammatics in Tiatr'	Department of Konkani
13		05	Placement Drive conducted by ICICI Bank for the post of Sales Officer	Placement Cell
14		08	Inter-Collegiate X-Country Championship	Department of Physical Education and Sports
15		08	An orientation program by Kripa foundation on the topic "Drug and alcohol abuse/prevention/rehabilitation"	BBA (Shipping and logistics)
16		11	Vedanta Ltd – Sesa Goa Iron Ore conducted an aptitude test for 8 shortlisted candidates for the post of Trainee Associate	Placement Cell
17		13	Inauguration of Commerce Association Activities 2017-18AndTalk on 'GST'	Department of Commerce
18		14	Inauguration of the activities of the Sociology Study Circle	Department of Sociology
19		15	Talk to all students on "Career Options for Economics Graduates"	Department of Economics

Sr. No.	Month & Year	Date	Activity	Association/ Department
20	July 2017	17	Talk on Life Values	Value Education Cell
21		24	Talk on "Computers and Technology in Shipping"	B.B.A. (Shipping and logistics)
22		29	Institute of TIMES Management had a career guidance session for the final year B.A and B.com students on selecting the right career after graduation	Career Guidance Cell
23	August 2017	01	An oath of Swachata	NSS
24		01-06	Swach Bharat Pakhwada	NSS
25		02	Inaugural program of the Psychology Club and Diploma in Counselling	Department of Psychology
26		04	Inaugural ceremony of the NSS Unit	NSS
27		05	Rakhi making competition	Women's Cell
28		05	Cleaning Monuments part of Swach Bharat Pakhwada	NSS
29		07	Distribution of Paper bags in marketpart of Swach Bharat Pakhwada	NSS
30		08	Environment Day	NCC Army Girls
31		08	Field trip to the Customs and central excise museum, Panaji	B.B.A. (Shipping and logistics)
32		09	Digi- AD Poster competition	Department of Commerce
33		10	Cleaning at COOJ Mental Health Foundation at Khariwada, Vasco	NSS
34		11	Inauguration of the activities of nature club for the academic year 2017-2018	Nature Club
35		11	Celebration of Vanmohotsav	NSS
36		11	Talk in its adopted village 'Zari' on the topic "Sanitation, Cleanliness, Health, Hygiene and Epidemics"	NSS
37		12	Celebration of International Youth Day	NSS
38		12	Annual Intercollegiate event 'Socio-Expressions'	Department of Sociology
39		13	Field Trip	Department of Sociology
40		15	Placard Making competition part of Swach Bharat Pakhwada	NSS
41		15	Rally on Swachh Bharat	NSS
42		15	Anti plastic rally	NCC Army Boys
43		15	Anti- dowry oath and organised a rally on anti-plastic drive	NCC Army Girls
44		16	DahiHandi Competition	Women's Cell

Sr. No.	Month & Year	Date	Activity	Association/ Department	
45	August 2017	16	Visit to House of Goa, Porvorim and MOG museum	B.B.A. (Shipping and logistics)	
46		17	Visit to Chowgule Shipyard at Borim	B.B.A. (Shipping and logistics)	
47		18	Diploma Course of Counseling Students visited the Sanjay Special School	Department of Psychology	
48		18	Guest lecture on "IFRS Reporting and Accounting Standard Compliance"	M.Com.	
49		19	Axis Bank Ltd. conducted a recruitment drive for the post of Business Development Executive, Panjim Branch	Placement Cell	
50		20	Observation of Communal Harmony Day	Department of Political Science	
51		21	Guest lecture on D. H. Lawrence by Prof. K.S. Bhat, Department of English, Goa University	Department of English	
52		23	Interclass GhumatArti competition, Makhar making competition and Ganapati Garland Making competition	Association of Art & Culture	
53		23	Rangoli and Toran making competition	Women's Cell	
54		29	Poster making competition on the occasion of National Sports Day (Major Dhyanchand's Birthday)	Department of Physical Education and Sports	
55		September 2017	03	Visit to Peace Cottage-Betalbatim	B.B.A. (Shipping and logistics)
56			04	Talk on highlighting values in life	Value Education Cell
57			05	Teachers Day	College Council
58			06	Collage Competition	Department of Commerce
59	08		Session on Issues related to Women problems	Health Club	
60	08		Visit to Smartlink/Digilink at Verna industrial Estate	B.B.A. (Shipping and logistics)	
61	09		Talk on Careers after Graduation for the third Year B.A and B.COM students was organized by LASHYA ACADEMY	Career Guidance Cell	
62	10		Guest Lecture on 'Goa: Cultural Perspectives' by Shri. YugankPundalikNaik, Doctoral Student, Goa University	Department of English	
63	11		Talk on personality development	NSS	

Sr. No.	Month & Year	Date	Activity	Association/ Department
64	September 2017	11	Talk on Developing Leadership Skills	NSS
65		12	Axis Bank Ltd. Conducted a recruitment drive for the post of Branch Development Executive, Margao Branch	Placement Cell
66		16	Personality Development Programme for the Co-opted members of the Commerce Association	Department of Commerce
67		16	Awareness program on road safety	NSS
68		16	Beach cleaning activity	NCC Army Girls
69		16-30	Campus cleaning activities as a part of 'Swachata hi Sewa'	NSS
70		19	Inter-Higher Secondary Business Quiz Competition	Department of Commerce
71		19	Assistance in the implementation of Rashtriya Vayoshree Yojana	NSS
72		19	Inauguration of Literary Association	Literary Association
73		20	Blood donation camp	NSS
74		23	PSYCHOZEST a state level Psychology competition	Department of Psychology
75		25	Poster competition on theme 'Swachata hi sewa'	NSS
76		25	Konkani Poetry competition	Department of Konkani
77		26	Talk on the civic responsibilities and cleanliness	NSS
78		27	Talk on cleanliness and lifestyle disorders	NSS
79		27	Visit to Vedanta mines –SESA Goa at Sankelim	B.B.A.
80		28	Slogan writing competition on the theme "Prevention of environmental Pollution" for BA/BCOM/BBA/BCA students	Nature Club
81		28	Inter-stream debate competition 'Opine'	Debating Association
82		29	National Seminar on the topic, 'MSMEs as Growth Engine if Indian Economy: Issues and Challenges'	Department of Commerce
83		October 2017	02	Anti-Plastic drive to Commemorate Gandhi Jayanti & Swachata hi Sewa program
84	02		Street Play about Cleanliness on Gandhi Jayanti	NSS

Sr. No.	Month & Year	Date	Activity	Association/ Department	
85	October 2017	02	Swach Bharat Abhiyan by conducting a campus cleanliness drive	NCC Army Boys	
86		09	Open-mic event	Literary Association	
87		09	Industrial visit to Smart Link and CIBA	M.Com.	
88		10	Workshop on Effective Study Habits	Department of Sociology	
89		10	Author's programme on 'creative writing'	Department of Konkani	
90		11	Elocution competition titled "Psychobabble"	Department of Psychology	
91		12	Visit to IFB industries limited , Verna Industrial Estate	B.B.A.	
92		13	Interclass AkashKandil competition and Diya Making competition	Association of Art & Culture	
93		13	Diya Decoration	Women's Cell	
94		13	Essay Writing , Selfie with Nature/ Collage making competitions for various higher secondary schools in Vasco	B.C.A.	
95		14	World Maritime Day	B.B.A. (Shipping and logistics)	
96		12-10 to 04-11	Short term course on how to make Designer paper bags	Women's Cell	
97		November 2017	07-13	NSS Camp	NSS
98			15	"Game War" event for higher secondary schools	B.C.A.
99	16		Visit to Radio Indigo	B.B.A. (Shipping and logistics)	
100	20-27		Annual Study tour	Department of Commerce	
101	22		NCC day with an rally on anti-plastic and save the girl child and poster competition	NCC Army Girls	
102	24		Talk on the topic "The Culinary of Goa"	B.B.A.	
103	26		Celebration of Constitution Week	Department of Political Science	
104	27		Visit to the cargo section of Goa airport	B.B.A. (Shipping and logistics)	
105	28		Visit to Goa Shipyard Ltd.	B.B.A. (Shipping and logistics)	
106	December 2017	08	Session on career guidance	M.Com.	
107		09-10	Volunteers at Goa International Jazz Live Festival 2017	B.B.A.	
108		09	State level Seminar – Sansodhan on "Contemporary Issues in Accounting and Finance"	M.Com.	



Sr. No.	Month & Year	Date	Activity	Association/ Department	
109	December 2017	09	Guest lecture on the topic “SCRUM METHODOLOGY”	B.C.A.	
110		10	NSS Unit Volunteering Goa River Marathon 2017	NSS	
111		11	Celebration of International Human Rights Day	Department of Political Science	
112		13	Talk titled, ‘Prevention of Sexual Harassment in the Workplace’ for students and staff (teaching and non-teaching)	Internal Complaints Committee	
113		13	Documentary film titled ‘I Will Not Give You My Forest’ based on the life and problem faced by Niyamgiri tribe of Odisha	Department of Sociology	
114		14	Healthy Diet Competition	Health Club	
115		14	Guest lecture on the topic “Web Technology”	B.C.A.	
116		15	Interclass competition ‘PSYCHOBZZ’ on the theme “Quality of life and Mental Health of Adolescents”	Department of Psychology, along with The Alumni Association of MES College	
117		18	Field Trip	Department of Sociology	
118		18	“Technosparks 3.0” Event for Higher Secondary Students	B.C.A.	
119		20	Visit to 2 orphanages ‘Stepping Stone’s and ‘Lar’	Department of Travel and Tourism	
120		20	Visit to eDOT Solutions	B.BA. (Shipping and logistics)	
121		21-23	Ladies week	Women’s Cell	
122		21-23	Annual Fun Festival	College Council	
123		January 2018	10	Awareness talk on road safety	NSS
124			05	Rangoli competition using Mathematical Symbols, Shapes and Equations for B.Com semester II and IV students	Department of Mathematics and Statistics
125			05	Talk by Tata Institute of Social Sciences- School of Vocational Education (TISS – SVE)	Career Guidance Cell
126			06	Lecture on the “Digital Marketing “	B.C.A.
127	08-09		Lakshya XII	B.B.A.	
128	09		Visit to Krishnadas Shama State Library- Panaji, Art Gellary-Old Goa and Big Foot- Loutolim	Department of Konkani	

Sr. No.	Month & Year	Date	Activity	Association/ Department
129	January 2018	10	Awareness program on the topic 'FIR: The Criminal Procedure and Common man'	Department of Political Science
130		11	Industry Visit to "Parineeti Solutions"	B.C.A.
131		15-16	Session on communication skills	M.Com.
132		15-01-2018 to 10-02-2018	Self –Defense Program for Girl students	Department of Physical Education and Sports
133		16	Talk on Pursue your Passion	Entrepreneurship Hub
134		17	XXXXII ANNUAL ATHLETIC MEET	Department of Physical Education and Sports
135		19	Talk on the topic 'My Values for Life'	Value Education Cell
136		20	Guest lecture on "Goods and Service Tax"	M.Com.
137		22	Fun with Literature- short story session by Dr.ShealeenMeaney, Full Bright Scholar from the Women Study Centre, New York	Department of English
138		23	Annual social gathering	Association of Art & Culture
139		25	Annual Prize distribution ceremony	College Council
140		25	"Risk Management Solutions" session for the final year students	Career Guidance Cell
141		30	Observation of 60 <sup>th</sup> Death anniversary of Mahatma Gandhi	Department of Political Science
142		February 2018	15	Placement drive conducted by ARZ for the posts of assistant programme officer
143	09		Industrial visit to "JOB FAIR"	B.C.A.
144	09		Documentary film titled 'Water' about life of widows in pre-independent India	Department of Sociology
145	7,12,15		Guest sessions on "Introduction to Econometrics & Regression Analysis"	M.Com.
146	15		Short street play with regard to stigma associated with mental illness	Department of Psychology
147	15		Industrial Visit to JETKING	B.C.A.
148	16		Workshop on Effective Study Habits	Department of Sociology
149	21		Introduction of Goa State Innovation Council & Bootcamp; How to become a Tech Startup Entrepreneur? ; Process of setting up an Enterprise, Ideation, Planning, execution, etc.; Various Govt Funds and Schemes assistance for starting up	Entrepreneurship Hub

<b>Sr. No.</b>	<b>Month &amp; Year</b>	<b>Date</b>	<b>Activity</b>	<b>Association/ Department</b>
150	February 2018	23	Talk on 'Effective study skills and Career prospects after graduation'	Career Guidance Cell
151		24	Talk on 'C.V Writing' and 'Presentation Skills for an Interview'	Placement Cell
152		24	Field Visit	Department of Geography & Environmental Studies
153		26	The placement drive of ICICI prudential was held for the posts of sales and marketing executive for the final year students	Placement Cell
154		27	Placement drive by Numadic for the posts of Q& A testers and Project Managers	Placement Cell
155		28	Placement drive by Open Destinations for the posts of operational executive	Placement Cell
156		28	TYBBA Shipping and Logistics students visited Smartlin	B.B.A. (Shipping and logistics)
157	March 2018	01	Visit to Smartlink, Verna	B.B.A. (Shipping and logistics)
158		03	An awareness talk on Breast Cancer	NSS
159		04	Trek at TambdiSurla, Goa	NCC Naval Unit
160		05	Training program for self-defence of girls	NSS
161		08	Field Visit to CIBA	Department of Commerce
162		08	Rally to Commemorate International Women's day	NSS
163		08	Street Plays to commemorate International Women's Day	NSS
164		08	Placard Making on International Women's Day	NSS
165		08	Poster making competition on the theme "women as a multi tasker"	Women's Cell
166		08	Visit to missionaries of charity, Panaji	B.B.A. (Shipping and logistics)
167		09-11	Study tour to Kolhapur-Panchagani and Mahabaleshwar	Department of Political Science
168		10	Free movie screening of two national award winning Marathi films, 'Astu' and 'Kasav' for students and their parents at RavindraBhavan, Vasco	Department of Psychology
169		13	Visit to NESTLE factory Betbora, Ponds	B.B.A. (Shipping and logistics)

<b>Sr. No.</b>	<b>Month &amp; Year</b>	<b>Date</b>	<b>Activity</b>	<b>Association/ Department</b>
170	March 2018	16	Session by Kirloskar Institute of Advanced Management Studies on Post Graduate Diploma in Management Studies (P.G.DM)	Placement Cell
171		16	Blood Donation Camp	NCC Naval Unit
172		16	Field Trip	Department of Sociology
173		17	Guest Lecture on Dalit Literature by Dr. Sanjay Nerlikar, D.Y. Patil University, Kolhapur	Department of English
174		17	Guest Session on the topic "SENSOR"	B.C.A.
175		21	Awareness program on HIV-AIDS	NSS
176		21	Poster competition on the theme 'HIV-AIDS and the common man'	NSS
177		21	'Break The Bias' Power Point Presentation Contest and Poster-Making Competition	Gender Champions
178		22	Celebration of International Water Day	NSS
179		22	Talk on Self Defence	B.C.A.
180		26	Placement drive by Cresendo Educational Consultancy	Placement Cell
181		26	Organized an Overseas Education Seminar by Vanadee Overseas Education Consultants	Career Guidance Cell
182		26	Field trip was organised for FY BBA shipping and logistics students to solid waste management plant at Saligao	B.B.A. (Shipping and logistics)
183		27	Placement drive by Tata Consultancy Services, Mumbai for the posts of Business Process Services (BPS) division in Mumbai	Placement Cell
184		27	Annual mega State Level IT Event "GENESIS 2.0"	B.C.A.
185		28	Organized a session on 'Post Graduate Diploma in Shipping Management by Narottam Morajee Institute of Shipping, Goa Centre	Career Guidance Cell
186		28	Guest lecture on "Laws and Legislations for Gender Equality"	Gender Champions
187		29	Mock interview session	M.Com.
188		30	Valedictory function of the Diploma Course in counseling Techniques	Department of Psychology
189		April 2018	03	Farewell for the M.Com part II students
190		07	Farewell function for the outgoing students of B.A. (Semester VI) and B.Com (Semester VI)	College Council

<b>Sr. No.</b>	<b>Month &amp; Year</b>	<b>Date</b>	<b>Activity</b>	<b>Association/ Department</b>
191	April 2018	10-28	Summer Coaching Camp for High Jump for 8yrs to 15yrs of Age (Boys & Girls)	Department of Physical Education and Sports
192		19	Farewell function of Batch 2014	B.B.A.
193	May 2018	06	Course Completion Ceremony Batch 2014-17	B.B.A.

**Part B 1.3 Feedback from Stakeholders**

Feedback was obtained from parents and students. A brief description of the methods followed for eliciting feedback is as follows:

(i) **Parents:** Feedback was obtained from parents at the time of collection of semester-end examination mark-sheets. In order to sensitize parents about the academic progress of their wards, results are handed over to parents of students of B.A./B.Com. by respective mentors. The parents were asked to fill in the questionnaire provided to them. The feedback form/questionnaire covered questions pertaining to college infrastructure facilities such as library, canteen, etc, career guidance, student mentoring and counselling, sport/cultural/extracurricular activities, extension activities, holistic education etc. On analyzing the feedback of the parents, necessary action is taken wherever necessary. The parents are also requested to visit the college every month to interact with the subject teachers and mentors so as to know about their wards academic performance, discipline and attendance in the class.

(ii) **Students:** The students convey their grievances, if any, to faculty members, mentors, Vice-Principal, Principal, as well as to the professional Counsellor who is available thrice a week. The students also communicate their feedback during College Council meetings. The feedback received from students covers issues like canteen facilities, occasional non-functioning of fan/tube-light, participation in inter-collegiate events, etc.

In addition to the above, online feedback of students is also obtained through a specially designed faculty evaluation form. The student provides feedback about the faculty on five broad parameters, namely, discipline, subject knowledge, imparting knowledge, use of teaching aids and teachers attitude towards students. Based on the faculty evaluation by students, each teacher provides a summary (in a specified format) to the Head of Department, who further submits a report to the IQAC. The Principal, after going through the same, accordingly redresses the matter wherever the need arises.

This year, all the B.A./B.Com. students provided online institutional feedback. This feedback was analysed by the IQAC. The IQAC prepared a consolidated report and suggestions provided by the students have been considered. For instance, after analyzing the feedback obtained from students and parents, a new canteen contractor was appointed. Further, four wi-fi connections have been upgraded with high-speed internet connectivity. The B.B.A. Department discontinued the BSNL Broadband connectivity of copper wire in 2017 and opted for new BSNL Broadband connection with Fibre Optic cables. The Fibre Broadband unlimited plan for FTTH is

commissioned. The plan is FIBRO-COMBO-ULD-4999-CS66-MONTHLY up to 100 MBPS till 200GB, up to 2 MBPS beyond

The B.C.A. Department had Rail wire Internet connection with a speed of 4 MBPS from September 2016 to December 2017. From February 2018 onwards, the Fibre Broadband unlimited plan for FTTH has been commissioned. The plan is FIBRO-COMBO-ULD-4999-CS66-MONTHLY up to 100 MBPS till 200GB, up to 2 MBPS beyond.

The B.A./ B.Com.and M.A./ M.Com.programmes have internet connections of up to 80 MBPS. The plan is FIBRO-COMBO-ULD-3999-CS65-MONTHLY

Feedback about the curriculum was also obtained from the B.A. and B.Com. Semester I and II students. This has been analysed by the IQAC.

### 7.3 Best Practices of the Institution

The College has a number of Best Practices. The two best practices are as follows:

**(i) 'Go-Green' initiative:**

The 'Go-Green' initiative at M.E.S. College of Arts and Commerce, Zuarinagar, Goa, aims at arriving at a culture of conservation in and around the campus. The objective of the 'Go-Green' initiative is to sensitize students and the teaching community to conserve the natural resources for future generations. Emphasis is laid on several environmental aspects ranging from recycling to energy conservation. Some of the initiatives taken in this direction are as follows;

(a) The NSS Unit of MES College organized 'Vanamohotsav' on 11<sup>th</sup> August 2017 in the college campus in collaboration with an NGO called 'Friends of SatishSonak'. As many as 28 trees were planted as a part of this program. Plants like Imli, Jamun, rain tree and such seasonal trees were planted.

(b) As a part of SwachataPakhwada a total of 48 NSS Volunteers distributed 2400 paper bags in the Municipal market of Vasco on 7<sup>th</sup> August 2017. A total 120 vegetable and fruit sellers were distributed free paper bags and oriented to stop the use of plastic. 42 NSS volunteers distributed 2000 paper bags in the adopted village of Zari on 8<sup>th</sup> August 2017. Volunteers covered 22 shops and 40 households in this program.

(c) The Resource Management Cell has launched the project 'Re Paper' bin wherein waste paper generated at various points on the campus is collected by the daily wage workers, stored and then sent for recycling. This paper is being sent to Ms.RoshanBandekar, an entrepreneur who owns a unit making bags, envelopes, etc. from handmade paper. The paper collected from MES College is being used to make gift bags.

(d) The College has installed LED bulbs and tubelights in the classrooms and corridors.

(e) Electronic display of notices and information of various courses and activities was initiated during the academic year 2017-18. Further, notices and letters are sent to faculty by e-mail.

**(ii) Internal Academic Audit:**

The process of internal academic audit for the B.A. and B.Com. programmes has been initiated with the objective of improving the quality of teaching-learning-evaluation.. The college appointed external subject experts for this purpose.The teachers maintained the documents in theirrespective course files pertaining to teaching plan and compliance of teaching plan, question papers of intra-semester assessment and semester-end examinations, students'cumulative



attendance and analysis of students' feedback. The documents were presented for every paper taught for both semesters for the academic year 2017-18. The external subject experts examined these documents thoroughly and gave their valuable suggestions on the checklist forms. The process of internal academic audit was conducted from 26<sup>th</sup> April 2018 to 3<sup>rd</sup> May 2018.