

# 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

**AQAR for the year 2015-16**

AQAR for the year 2015 – 16

### 1. Details of the Institution

1.1 Name of the Institution

Carmel College of Arts, Science & Commerce for Women

1.2 Address Line 1

Nuvem

Address Line 2

Salcete

City/Town

Margao

State

Goa

Pin Code

403604

Institution e-mail address

carmelcollege64@gmail.com

Contact Nos.

0832-2790714; 0832-2790959;  
0832- 2790190

Name of the Head of the Institution:

Dr. Sr. M. Aradhana A.C.

Tel. No. with STD Code:

0832-2790714

Mobile:

9960917301

Name of the IQAC Co-ordinator: Ms. Roxana Singh

Mobile: 9823031720

IQAC e-mail address: carmeliqac@gmail.com

1.3 **NAAC Track ID** (For ex. *MHCOGN 18879*) EC/39/RA/17 Carmel College of Arts, Science and Commerce for Women, Nuvem, Goa

**OR**

1.4 **NAAC Executive Committee No. & Date:** EC/39/RA/17  
(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.carmelcollegegoa.org

Web-link of the AQAR: <http://carmelcollegegoa.org/aqar/>

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	3 Star	-	1999	5 years
2	2 <sup>nd</sup> Cycle	B++	-	2006	5 years
3	3 <sup>rd</sup> Cycle	A	3.02	2016	5 years
4	4 <sup>th</sup> Cycle	-	-	-	-

1.7 Date of Establishment of IQAC: DD/MM/YYYY 08/04/2006

1.8 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 submitted to NAAC on 12/07/2014**
- ii. **AQAR submitted to NAAC on 15/07/2014**
- iii. **AQAR submitted to NAAC on 25/07/2014**
- iv. **AQAR submitted to NAAC on**

## 1.9 Institutional Status

University ☐ State ☒ Central ☐emed ☐ 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 ☐

## 1.10 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (PhysEdu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

- MA in Counselling Psychology;
- MCom in Accounts and Management
- Centre for Research in Zoology

## 1.11 Name of the Affiliating University (*for the Colleges*)

Goa University

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

Autonomy by State/Central Govt. / University ☐ No

University with Potential for Excellence ☐ No UGC-CPE ☐ No

DST Star Scheme ☐ No UGC-CE ☐ No

UGC-Special Assistance Programme

No

DST-FIST

No

UGC-Innovative PG programmes

No

Any other (*Specify*)

-

UGC-COP Programmes

-

**2. IQAC Composition and Activities**

2.1 No. of Teachers

8

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

1

2.4 No. of Management representatives

2

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and  
community representatives

1

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

1

2.9 Total No. of members

16

2.10 No. of IQAC meetings held

4

2.11 No. of meetings with various stakeholders:

2

2

Faculty

4

Non-Teaching Staff Students

2

Alumni

1

Others

-

2.12 Has IQAC received any funding from UGC during the year?

Yes

✓

No

-

If yes, mention the amount

Rs 3,00,000

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

2

International

-

National

-

State

-

Institution Level

1

(ii) Themes

- Positive workplaces; Positive Schooling;
- Gender studies; Women in fields of Math, Science and Technology

## 2.14 Significant Activities and contributions made by IQAC

- Dept. audits
- Documentation maintained by each Criterion Committee
- Several meetings with Management regarding upgrade of IT infrastructure
- Involvement of every faculty member in preparation of NAAC self study report
- Assistance to administration & management to prepare IDP
- Suggestions for Fund raising and increasing the research profile of faculty

## 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
<ul style="list-style-type: none"> <li>• Environment audit</li> <li>• Increase in the no of national level seminars/ workshops</li> <li>Appointment of IT technical support personnel</li> <li>Enhancement of IT on campus</li> <li>• Encouragement to faculty to complete doctoral research</li> </ul>	<p>Preliminary study done. Physics, Psychology, Commerce, History, Hindi Depts held National seminars/workshops</p> <p>One fulltime plus one consultant appointed</p> <p>Website revamped. Online admission process initiated. UTB CAT 6 cabling completed Firewall and fibre cabling completed Wireless access points installation across the campus Smart switches installed</p> <p>One faculty member completed, submitted her thesis and was awarded Phd.(Zoology) One faculty member on FIP leave to complete her thesis</p>

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

2.15 Whether the AQAR was placed in statutory body      Yes ☒ No ☐

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

- All initiatives approved and supported by Management - Carmel Society.
- Financial support and assistance provided for buying additional computers, LCD units, renovating car park and driveway, new signages, repairs and maintenance.
- Technician Mr. Rager D'souza appointed

## Part – B

### Criterion – I

#### 1. 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	0	1	0	0
PG	2	0	0	0
UG	3	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	05
Others	0	0	0	0
<b>Total</b>	5	0	0	05
Interdisciplinary	0	0	0	02
Innovative	0	0	0	--

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	5
Trimester	0
Annual	0

1.3 Feedback from stakeholders\* Alumni ☐ Parents ☐ Employers ☐ ☒

(On all aspects)

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.

- As per University Boards of Studies on which faculty members serve as subject experts – overhaul of syllabi in every subject in the month of January-February 2016 to comply with requirements of credit system.
- Allotment of credits per course/programme by every subject BoS

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

Centre for Research in Zoology

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
36	14	22	-	-

2.2 No. of permanent faculty with Ph.D.

12

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
1	-	-	-	-	-	9 contract 13Lecture basis 7Leave vacancy	-	30	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

-

29

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	11	05	16
Presented papers	4	03	01
Resource Persons	02	13	14

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

- Blogs by dept of English
- Museum management by undergraduate students
- 'in turn' - peer teaching
- Cultural immersion through interface with village communities and life styles
- Magical Chemistry
- MOODLE – by MCom for access and sharing of information

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

180

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

- Open book tests
- Multiple papers for objective exams in the same subject/syllabus
- On line submission of assignments
- Multiple choice objectives for ISA evaluation
- Young Entrepreneurs Fair & Business Fundas – events evaluated for ISA
- Botany ISA evaluation through salad making with organic ingredients
- Empathy tasks for advanced learners

2.9 No. of faculty members involved in curriculum restructuring /revision /syllabus development

20-syllabus

6 - BOS

Nil - CurrDevWksp

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

100%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BCom	54	7	22	18	2	90.74%
BA	99	19	37	29	3	88.88%
BSc	63	37	22	1	1	96.8%
MA	14	6	8	-		100%
MCom	32	7	18	7		100%

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

- Academic Audits according to ISO guidelines
- TAQs by final year students – collated according to ISO guidelines – ATR to Principal
- Self Appraisal Reports – collated according to ISO guidelines – ATR to Principal
- Exit interviews of contract/ lecture basis faculty
- Demo lectures of new recruits by senior observers

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	0
UGC – Faculty Improvement Programme	2
HRD programmes	0
Orientation programmes	4
Faculty exchange programme	0



Staff training conducted by the university	0
Staff training conducted by other institutions	3
Summer / Winter schools, Workshops, etc.	10
Others	0

#### 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	9	1	Nil	Nil
Technical Staff	3	Nil	Nil	Nil

### Criterion – III

### 3. Research, Consultancy and Extension

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

- Laptop friendly campus with charging facilities
- e journals
- continuous support to research committee for publication of the peer reviewed Research Journal - Kruti
- encouragement to faculty to present/publish papers
- Centre for research in Zoology
- Annual Faculty Colloquium

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	2	2	0
Outlay in Rs. Lakhs	-	41,59,400	16,57,400	-

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	1	1	
Outlay in Rs. Lakhs	-		Rs 1,10,000/	-

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	7	0	0
Non-Peer Review Journals	0	0	2
e-Journals	0	0	0
Conference proceedings	18	14	0

### 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	2015-18	SERB; UGC	41,59,000	16,57,400
Minor Projects	2014-16	UGC	1,10,000	1,10,000/-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	52,69,000	17,67,400/-

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	3	1	-	-	1
Sponsoring agencies	IMRF/ICPAS	IIT Guwahati	-	-	Dept of Chemistry

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	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

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): NIL

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	NIL	State level	NIL
National level	NIL	International level	NIL

3.24 No. of Awards won in NCC:

University level	NIL	State level	NIL
National level	NIL	International level	NIL

3.25 No. of Extension activities organized

University forum	-	College forum	7		
NCC	NIL	NSS	24	Any other	-

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

- Visits to Orphanages and old Age homes
- Visits to students homes during serious sickness like cancer, after road accidents and bereavement in the family
- Community and youth awareness on garbage and waste management
- Youth and rural community awareness on mental health
- Youth and rural community awareness on women's health and hygiene
- Youth and rural community awareness on government schemes- deworming etc
- Availability of sports facilities to village and community youth after class hours

## 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	34 acres	-	Donated	34acres
Class rooms	35	-	-	35
Laboratories	11	2	UGC & DST	13
Seminar Halls	2	-	-	2
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	17	14	PTA PG/MCom	31
Value of the equipment purchased during the year (Rs. in Lakhs)	7456510	376500	NSG, UGC,PTA	7833010
Others	2356	25	NSG,UGC,PTA	2381

4.2 Computerization of administration and library

- Library data entry and bar coding completed
- Library circulation automated
- Library processes automated

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	30179	7193291.7	1072	293846.03	31251	7487137.73
Reference Books	4350	1036840.8	11	3015.2	4361	1039856
e-Books						
Journals	30	29653	-	-	30	29653
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-		
CD & Video	500	-	-	-	500	
Others (specify)Magazines	60	12,365	-	-	60	12,365

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	134	17	-	-	-	8	23	72
Added	1	-	-	-	-	-	1	1
Total	135	17	-	-	-	8	24	73

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

- Internet and wi-fi available gratis
- attendance package – Kollege Nanny
- SMS alerts to parents
- on line admission portals on campus

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

i) ICT	1,59,793
ii) Campus Infrastructure and facilities	1,19,099
iii) Equipment	5,28,549
iv) Others	23,49,977
<b>Total:</b>	<b>31,57,418</b>

### Criterion – V

## 5. Student Support and Progression

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

- Orientation programme for first year students and parents
- Self renewal for second year students
- Dept& general Notice Boards
- Retreat for Third year students
- College website
- Announcements via the college Intercom
- Mentorship for every student on campus
- College facebook page – peer maintained
- Admission assistance, subject counselling by faculty at first year admissions
- Information regarding financial assistance and scholarships via multiple modes – through mentors, college office, announcements, notice boards
- Assistance for paperwork provided by mentors, faculty

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

- Information sought department wise by circulating data/information forms which consider different parameters – dept databases
- Post graduate enrolment nos sought from University and in house PG depts.
- Through Alumni association and network
- Facebook posts; Whatsapp groups
- Through Apostolic Carmel Associates (ACA)

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

UG	PG	Ph. D.	Others
646	146	-	-

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

10

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

09

Men

No	%
14	2

Women

No	%
735	98

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
609	10	89	45	-	753	620	05	111	55	01	792

Demand ratio 1:2

Dropout % -NIL

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

Rev

- Dept of Chemistry conducted coaching classes for MSC Chemistry entrance exam.
- One day workshop on civil services conducted by the dept. of Political Science. UPSC & GPSC. 14<sup>th</sup> December 2015. Resource person: Mr. Naguesh Sardesai.

14

No. of students beneficiaries 84

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

NET	<span style="border: 1px solid black; padding: 2px 10px;">01</span>	UJET	GA	<span style="border: 1px solid black; padding: 2px 10px;">03</span>	CAT	<span style="border: 1px solid black; padding: 2px 10px;">-</span>	<span style="border: 1px solid black; padding: 2px 10px;">-</span>
IAS/IPS etc	<span style="border: 1px solid black; padding: 2px 10px;">-</span>	State PSC		<span style="border: 1px solid black; padding: 2px 10px;">-</span>	UPSC	<span style="border: 1px solid black; padding: 2px 10px;">-</span>	Others <span style="border: 1px solid black; padding: 2px 10px;">-</span>

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

- Counsellor appointed
- Mentor for every student
- Student career guidance & Placement Cell )
- Careers in Chartered Accountancy and Company secretary by Gajendra Babu (practicing Chartered Accountant
- Dept of Commerce – talk on career guidance by Mudit Agarwal ( entrepreneur); talk on careers in Banking by Abhinaya Pai (Asst prof Rosary College)
- Dept of Psychology – talk on career guidance at Komal Sparsh(NGO – psychological & career guidance testing

No. of students benefitted 77

#### 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
01	100	12	Nil

#### 5.8 Details of gender sensitization programmes

Dept of History conducted a talk on Women's empowerment by Ms. Auda Viegas – women's activist and coordinator of Bailancho Saad NGO)

#### 5.9 Students Activities

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

State/ University level 28 National level 3 International level 1

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	10	15110
Financial support from government	172	15,54,676
Financial support from other sources	-	-
Number of students who received International/ National recognition	-	-

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: \_\_\_\_\_NIL

## Criterion – VI



## **6. Governance, Leadership and Management**

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

**VISION :** “Holistic development of women through education”

**MISSION:**

- To work for the faith formation of our Catholic students
- To have value-based and quality oriented learning
- To prepare women to play a dynamic role in a multi cultural global society
- To inculcate in the students a sense of integrity and service and mould them into leaders
- To bring first generation rural learners into higher education to inculcate in them the strength to demand their due from family and society

***For the realisation of these goals the management expects the collaboration and co operation of all stakeholders***

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

- Preliminary steps undertaken in collaboration with KAAVAY.....
- Website development and Student data collection in collaboration with Intellinects

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

#### 6.3.1 Curriculum Development

- Every dept encouraged to innovate, be creative, technologically updated, relevant to the market/workplace; motivational, relevant and inspiring.
- Faculty encouraged to play a dynamic role in Boards of Studies and their sub committees.
- Management support for holding syllabus and curriculum discussion meetings on campus

#### 6.3.2 Teaching and Learning

- Department meetings formalised
- Annual self appraisals
- Lesson plans for each semester mandatory
- Compliance of all ISO certification mandates by every department
- Departmental Feedback mechanism planned

#### 6.3.3 Examination and Evaluation

- Multiple choice objective questions , quizzes, assignments, open book tests
- Preparing students/teachers for NET/Set exams
- Student presentations for ISAs
- Empathy tasks & crosswords
- Blogs and journaling begun in dept of English and psychology
- Field and practical assignments for ISAs – eg: salad making with organic ingredients(dept of Botany); Entrepreneurship Fair(dept of Commerce)

#### 6.3.4 Research and Development

- 2 Faculty members proceeded on FIP to complete Doctoral research
- Research Centre in Zoology sanctioned for 3 years
- Opportunities to present papers at seminars and publish in journals ... leave sanctioned
- Kruti – Research Journal obtained ISSN No
- Staff Colloquium during student study leave. An Inter disciplinary activity for sharing of knowledge

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

- Books, magazines and journals added
- CCTV coverage extended
- Computers added
- Wi fi - CAT 6 wiring for enhanced Internet on campus
- Tata Sky installed in Media Room
- Assistant to technical supervisor appointed.

### 6.3.6 Human Resource Management

- Collaboration encouraged for all college activities
- Wi fi on campus
- Duties assigned according to faculty aptitude/help to teams
- CCL for faculty
- Outings, picnics
- Appreciation for jobs done well/evaluation and comments at regular staff meetings which are minuted
- Prompt reporting of all work done
- Prompt newspaper announcements and post event reportage
- Orientation for First Year Parents
- Parent friendly campus,. Principal and senior faculty available to meet, discuss, counsel and mentor students at all times.
- Counsellor on campus on all working days
- Counselling extension service provided to the local community
- Carmel Feast and Christmas celebrated by Management with community fellowship
- Dinner hosted by Management at the valedictory function of the Golden Jubilee for all faculty, staff, well wishers and benefactors of the college
- Every faculty and staff member given a gift and personal appreciation on Teacher's Day
- Support staff provided with assistance and handholding for legal and official procedures.
- Support Staff extended financial assistance during trying times and circumstances
- Children and close family members of Faculty and Support Staff provided admission in sister institutions on a priority basis
- Assistance in getting freeships/scholarships and fee assistance provided to needy students
- Home visits by sisters of the congregation and faculty during times of illness bereavement - for students and faculty/staff
- Students with serious illness( eg: cancer) and those who have met with accidents provided support by management, faculty and peers - academic, financial, emotional support provided
- SAP course for administrative and support staff and their dependents .

### 6.3.7 Faculty and Staff recruitment

- All appointment and interviews conducted according to University/Government guidelines
- Screening of applications by HODs
- Recommendation from past employees sought
- Promotions/Placements into higher scale done according to 6<sup>th</sup> pay commission guidelines
- Prompt paperwork facilitated for faculty completing API requirements for career advancement

### 6.3.8 Industry Interaction / Collaboration

- Guest lectures – by all departments
- Field trips
- Opportunity to interact with experienced academicians, researchers & industrialists during two International Conferences
- Through Linkages and collaborations training, internship and mentoring is an on going process

### 6.3.9 Admission of Students

- Online admission procedure initiated
- Assistance to students at the first year for choice of subjects
- On line payment of fees initiated at first year

### 6.4 Welfare schemes for

Teaching	-
Non teaching	-
Students	Group Insurance

### 6.5 Total corpus fund generated

77,28,000

### 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	✓	Bureau Veritas	Yes	Principal & HODs
Administrative	✓	Bureau Veritas	Yes	Principal & Manager

### 6.8 Does the University/ Autonomous College declares 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?

NA

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

- Through DHE – Central Government funds – under RUSA scheme to enable infrastructure development for eventual movement towards autonomy
- Vice Chancellor's recommendation to initiate choice based credit system

6.11 Activities and support from the Alumni Association

- Scholarship for deserving students
- Carmelex singing competition on 13<sup>th</sup> February 2016
- Carmelex sponsored snacks for all students on Carmel Feast Day - 16<sup>th</sup> July
- Sale of Christmas sweets - proceeds towards sponsorship of association activities
- Support provided during NAAC visit. Alumni interacted energetically and in large nos

6.12 Activities and support from the Parent – Teacher Association

- Egnosi – add on course in collaboration with the PTA
- Support during NAAC visit

6.13 Development programmes for support staff

- Clerical course conducted by Archdiocesan Board of Education - Attended by UDC Ms CienaGodinho, UDC Ms SunitaPeriera, Accountant Ms Celina Fernandes ; LDC Ms LeenaD'Silva, LDC Ms Angela Quadros, LDC Ms Anasta Cardozo, LDC Ms Elvira Vaz
- Prayer Day – retreat attended by Office and all support staff
- Crèche on campus

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

- Preliminary study undertaken for campus environment audit by CEE ( Centre for Environment Education)
- New greenhouses installed with many new varieties of rare plants and herbs
- Shade giving umbrellas and arches for aesthetic improvement and students' convenience
- Removal of asbestos from roofs – replacement with TATA Sheets
- Tree plantation during Vanamahotsava
- Dogs who have adopted the campus as their home were vaccinated during the Pet Health camp conducted by Zoology Department
- Upgrade of driveway and student recreation areas
- Rain water drainage strengthened
- Garbage segregation and cessation of all burning of paper and plastic
- HaritaBhumi organised for local farmers

## **Criterion – VII**

### **7. Innovations and Best Practices**

**7.1 Innovations introduced during this academic year which have created positive impact on the functioning of the institution (or department). Give details.**

#### **Department of Economics:**

- a. New competitions introduced under ECON an inter class competition event:
  - Eco Analyst – a documentary film making competition - learning of new technical and analytical skills
  - Eco Humour - fostering reading skills and creativity
- b. Brainstorming sessions with students for department activity planning
- c. Funds generated by organizing Canteen, activities and games on campus

#### **Department of English:**

- a. Department blogs
- b. Digital Story Telling and making of documentaries

#### **Department of History:**

- a. Inter – college competition Sanskruti organized for all students on campus
- b. Certificate course organized in collaboration with MARG.
- c. Study tour to Goa State Museum.
- d. One 'Eminent Historian' Guest lecture organised

#### **Dept. of Psychology:**

- a. Guest lecture
- b. Peer instruction.
- c. Collaborative problem solving
- d. Experimental learning Exercise

- e. Debates
- f. Movie screening
- g. Role play
- h. Educational games
- i. Documentaries and You- tube

#### **Konkani:**

- a. **Meet the Author- Artist**lectures :
  - 14<sup>th</sup> December 2015 – Tiatrlist, Mr. Mario Menezes & Mr. Brian Fernandes; Comedian, Ms. Sally Mascarenhas
  - 16<sup>th</sup> February 2016 – Fr. Eusebio Gomes, editor, Vavradeancho Ixtt. ( a weekly publication in Romi Konkani script)
- b. One act playperformance for the second and third year students by Mr.Dattaram Bandodkar.

#### **Consumer Welfare Cell:**

- a. CWC in association with Gesto Culinary and Hospitality academy imparted skill training to the students under the **Prime Minster Kaushal Vikas Yojan.**
- b. Consumer awareness programme on prevention of Cancer in women.

#### **National Cadet Corps:**

- a. Participated in the **International Yoga Day** on 21<sup>st</sup> July 2015 at Fatorda stadium.
- b. Rally on Road safety organized on 29<sup>th</sup> August 2015 in collaboration with Holy Rosary high School.
- c. Visit to Nazareth home for the Aged, Navelim on 19<sup>th</sup> December 2015.

#### **Women's Cell:**

- a. Collaborating with **Majlis**, a legal awareness cell in providing **legal literacy** to students.
- b. **Felicitation** of Psychiatrist Dr. Belinda Viegas Meuller on International Women's Day for her outstanding achievement in the field of mental health.

#### **M.A.:**

**Practice: Class** divided into discussion groups. Curriculum topics assigned to students for group discussion. Group presentation to the rest of the class in an innovative manner. The students evolved creative and interesting ways of presentation. Egs: short video films, posters, audio-visual presentations.

**ATR brief:** Lectures turned informative, interesting and inter-active. The entire discussion culminated in the form of an individual written report on the students' understanding of the topic.

#### **National Social Service League**

- a. Visit by NSS volunteers to old age homes and orphanages to make them aware of problems faced by senior citizens
- b. Assistance to senior citizens and farmers in documentation of Senior Citizen Card and Krishi Card
- c. Swachha Bharat Abhiyaan - to promote this project NSS unit has taken initiative to sensitize the students on this issues
- d. Canteen Day – to promote nutritional foods over commercial ones.
- e. Rally – Health Awareness
- f. Youth Creation

## Commerce

- **Change the Mindset**, an Entrepreneurial Training Programme of I Create Inc. New York conducted for the students of BCom Semester V.
- **Young Entrepreneur's Fair** held by the Students of Semester VI. The students got an opportunity to get a feel of the real business and marketing environment, discover their hidden skills and talents, showcase their skills, earn money and make a profit.

## Zoology:

- Department has innovated pedagogy for experimental Zoology by creating innovative teaching aids. This has resulted in conserving resources, upholding animal rights and ethics besides fulfilling academic requirements.

## Hindi

- Soft skills' training
- Devnagari typing in Hindi ( UNI CODE)
- Youtube -History of Hindi Cinema
- Parallel Hindi Cinema / Classic Hindi Cinema and Script writing - -3Power Point Presentation
- Microsoft word publisher for page lay – out ( news – letter )

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

### Department of Economics

- a. It was decided to invite Dr.Prita Mallya to deliver a talk on career options in Economics.
- b. A certificate course to be started on applications of Econometrics for Research.
- c. Annual event Econ to be organized
- d. Environmental Field trips.

All plans successfully implemented.

### Department of English

- a. Meet the Author initiative – implemented
- b. Creative writing workshops - implemented

### Department of History

- a. Sanskruti an inter college event, certificate course, study tour to Goa Museum , field trips and guest lecture which were planned were successfully conducted.

## Psychology:

- a. Field trips to be organized to Sada jail
- b. To collaborate with the Gujrathi Samaj- schools for special education.

- c. Organization of International conference CPAS and CWSSS. International conference for Women studies and social sciences.
- d. Lectures organized : on Health and Nutrition, Reproduction health care

#### Konkani:

- a. Kopel making competition, lecture on Gynaecology issues, wild flower arrangement contest, were planned and executed.

#### Chemistry:

- a. Industrial Visit – dept students visited the Kaiga nuclear power plant in Karwar.
- b. Eco- sensitive ....Visited the Kadra dam and hydroelectric power plant.
- c. Inter- class Quiz -successfully conducted.
- d. Seminar participation of students to be encouraged
- e. Students participated in the TYBSc Chemistry symposium at Goa University.
- f. Dr.Amit Vernekar and Prof. S.P. Kamat were invited to deliver lecture to the students.
- g. Workshop on experimental and computer techniques in Chemistry was organized, recourse person were Prof. S.P.Kamat and Dr. J. Bhattacharjee
- h. Hosted the annual Chemistry Quiz organized by ACT
- i. Certificate course in self-defense was not held due the non-availability of the qualified instructor.

#### MA

Plans for 2015-16	Action Taken Report 2015-16
New admissions for MA-  A total number of 30 students to be admitted in MA I.	Number of students in MA I – 30
Expected results for End Semester Exam- 100%	
<p>Invite guest faculty who are professionals to share their experiences in offering social support to clients in different areas. Tentative list of professionals who could be invited is as follows:</p> <ul style="list-style-type: none"> <li>• <b>Dr. Peter Castellino (Psychiatrist)</b></li> <li>• <b>Mrs Unni (Director Of Sarvodaya)</b></li> <li>• <b>Adv. EmidioPinheiro ( Director of SCAN )</b></li> <li>• <b>Ms Audrey Pinto ( Chairperson Of SCAN )</b></li> </ul>	<p>Adv. EmidioPinheiro ( Director of SCAN ) And Ms Audrey Pinto ( Chairperson Of SCAN)</p> <p>Visited the Department in <b>August 2015</b>. They shared their experiences in handling juvenile delinquents and children who have been victims of Child abuse. There was an active interaction, among the students when different real life counselling cases were discussed.</p> <p>Adv. Emidio Pinheiro also explained the legalities that counsellors need to know. He enlightened students on ‘The Children’s Rights Act’ in Goa and the act passed to help women who are victims of ‘Domestic Violence’.</p>



<p><b>Invite guest speakers to share their experiences in the counselling field and introducing the MA students to the opportunities in counselling.</b></p> <ul style="list-style-type: none"> <li>• <b>Ms Irene George, Counsellor for Child Rights In Goa.</b></li> <li>• <b>Ms Mefra Severes , Counsellor at Komalsparsh.</b></li> <li>• <b>Dr. Saba V. M. D'Silva , Co-ordinator for Goa, IGNOU.</b></li> <li>• <b>Ms Clizma Aniuska Da Costa, Dance Movement Therapist.</b></li> <li>• <b>Dr. Sujata Samant, a hypnotherapist.</b></li> </ul>	<p>On July 17<sup>th</sup>, a team of three members of Govind Ramnath Kare College of Law, Margao, led by Dr. Saba V.M D'Silva, visited the MA Department of Carmel College to enlighten the students about the various offered at IGNOU.</p> <p>These courses would be beneficial to students of Psychology, especially as they would be venturing into the counseling profession.</p> <p>On <b>13<sup>th</sup> August, 2015</b> Clizma Aniuska Da Costa a certified Dance Movement therapy(DMT) Practitioner and</p> <p>Dr. Sujata Samant, a hypnotherapist from Mumbai conducted a session in Dance/Movement therapy for the students of MA (Psychology).</p>
<p>To arrange for the students to visit schools and have interactive sessions with school students either in the form of:</p> <ul style="list-style-type: none"> <li>• workshops</li> <li>• seminars</li> <li>• Teaching school students coping skills to handle their own challenges.</li> </ul>	<p>MA students visited 5 schools in Margao and had interactive sessions with the school teachers, sensitizing them on recognising suicidal tendencies among school students. The MA students highlighted signals and signs that a teacher could observe, if any student is contemplating suicide.</p> <p><b>In July/August 2015</b>, the MA department of Carmel College had interactive sessions with students of five different schools in Margao. The young school students were encouraged to build and nurture healthy relationships in life and they were cautioned about toxic relationships.</p> <p>The schools visited by the MA department of Carmel College were:</p> <ul style="list-style-type: none"> <li>• Mae dos Pobres, Nuvem</li> </ul>

	<ul style="list-style-type: none"> <li>• Holy Spirit Institute, Margao</li> <li>• Holy Rosary School, Fatorda</li> <li>• Presentation Convent High School, Margao.</li> <li>• Fatima Convent High School, Margao</li> </ul> <p><b>4th August 2015</b></p> <p>Six students of the MA department attended a one-day Public Panel Discussion on “Violence Against Women – Role and Responses from State and the Civil Society” co-organised by The International Centre Dona Paula, Goa and Friedrich-Ebert-Stiftung, India Office. The following students of MA II attended this seminar-</p> <p>Amruta Dandin</p> <p>Nikita Priolkar</p> <p>Siya Shetye</p> <p>Swarnim Chopdekar</p> <p>Pearl D’Souza.</p> <p>Vidya Balekai.</p> <p>10 students participated in Psychozest at MES college.</p> <p>Various inter-collegiate competitions, were held, namely Psycho-Quiz, Photography, Painting, Singing and Dance.</p> <p>A research paper was presented by Mellito D’Costa on ‘Personal Characteristics that help build up Resilience in Adolescents.’ The other students who participated in the various competitions are-</p> <p>Elaine Colaco,</p> <p>Avison Fernandes,</p> <p>Pooja Rajpurohit,</p> <p>Desiree Almeida,</p>
--	--

	<p>Nezia Colaco, Swiszel Fernandes, Ankita Pednekar, Chaitra Mesta and Susan Bright.</p> <p><b>February 2016</b> - An interactive session titled 'STEP UP' was organized by the first year students of the Psychology Department, <b>on 17th February 2016 and 22<sup>nd</sup>, February, 2016</b> at Mae Dos Pobres School and Holy Rosary Convent, Nuvem respectively. The session was designed to educate students of the 9<sup>th</sup> standard about boy-girl relationships, a crucial aspect for the adolescent age group.</p> <p>The session commenced with a presentation on the kinds of friendships, reasons as to why youngsters fall into early relationships and the negative consequences of these relationships with the opposite sex.</p>
<p>To arrange for field trips:</p> <ul style="list-style-type: none"> <li>• Visit institutions for mentally challenged</li> <li>• Visit institutions for treating mentally ill</li> </ul>	
<p>To find placements for MA students in their III &amp; IV semester to complete internship in different institutions so as to enable them to gain insight and experience in the following:</p> <ul style="list-style-type: none"> <li>• Counselling school/college students</li> <li>• Counselling elderly in old age homes</li> </ul>	<p>Placements have been found in schools for counselling the school students at the following Schools during Semester III:-</p> <p>Mae dos Pobres High School, Nuvem, Holy Rosary High School, Fatorda, Presentation Convent High school, Margao, Holy Spirit Institute, Margao, St. Joseph's High School and Our lady of Succour Convent High School, Verna</p>

<p>To organise individual competitions to motivate and encourage individual growth through</p> <ul style="list-style-type: none"> <li>• Creativity – poster making, photography, card making, wealth out of waste</li> <li>• Personality development and leadership skills – extempore speeches, presentations, organising interactive session with undergraduate students and school students</li> <li>• Motivational activities – class based activities on exploring their strengths and weaknesses</li> </ul>	<p>Envi Fest, 2015 was organised by the MA Department.</p> <p>In Creativity :</p> <ul style="list-style-type: none"> <li>➤ Inter class competitions were held on promoting Pro-environmental behaviour-             <ol style="list-style-type: none"> <li>1. Talk of the Town- A group discussion on current Environmental issues. The group leader had to present the discussion on stage.</li> <li>2. Envicap – Soft copies of visuals depicting pro-environmental behaviour had to be submitted. The best pictures were awarded the prize.</li> <li>3. Do-Re-Me - A pro-environmental message had to be brought out by a group of three by singing the lyrics.</li> <li>4. Slogan raising Competition- a group had to scream the slogan on saving the environment.</li> <li>5. Fashion Freak – Each group had to dress one participant stylishly with waste materials found on campus. The student had to model the outfit, while the presenter had to describe all the material that was used.</li> </ol> </li> </ul> <p>In Personality Development and Leadership skills:</p> <ul style="list-style-type: none"> <li>➤ Students are given different topics related to their curriculum and asked to give power point presentations on the same topic to the rest of the class.</li> <li>➤ A set of Visuals were shown to the students for 2 minutes and each student had to speak on any one visual for a minute.</li> </ul>
---	--

	<p>In Motivational Activities:</p> <ul style="list-style-type: none"> <li>➤ Interactive games played in class to gain knowledge of their own strengths and how to improve on their weaknesses.</li> <li>➤ Research assignments given to explore topics that are not related to curriculum, but will enhance their knowledge and skills at counselling. The assignments also helped the students in exploring their own potentials. e.g. Find 100 words which describe positive qualities of individuals. Can you find any of them that describes YOU?</li> <li>➤ Students were made to role play different counselling scenarios and each had to play the role of a counsellor and find her/his own interventions.</li> <li>➤ An Activity on the Johari window was held for the MA students.</li> <li>➤ Students were divided into groups and were made to film videos with the theme as – “Dignity in Mental health”</li> </ul>
<p>To create a sense of social awareness in students by organising or promoting programmes building social skills of students in reaching out, to the under privileged and promoting a feeling of social concern.</p> <ul style="list-style-type: none"> <li>• Field trips to homes for the underprivileged. E.g. orphanages, old age homes or HIV centres.</li> <li>• Encouraging students to organise and plan programmes benefitting the less privileged.</li> <li>• Encouraging MA students to help school students cope with their studies, especially those school students who are not able to afford extra coaching tutorials.</li> </ul>	<p>On 6<sup>th</sup> December, 2016 the students of MA I joined the ‘BalMela’ organised by Jan Ugahi at Big Foot, Lotoulim, as a day of fun and festivity</p> <p>The MA Department took up the responsibility of putting up a games stall. . Approximately 750 street children visited the stall and every child who played the sport was awarded a prize.</p> <p>The MA students also enacted a humorous mime, for the entertainment of the street kids.</p> <p><b>4<sup>th</sup> December, 2016-</b> The MA Department organised a ‘Chennai Drive’. Clothes and bed linen were collected from students and staff to</p>

	<p>be sent as relief for the unfortunate people trapped in the floods at Chennai. The clothes that were collected were sorted and packed in individual boxes before transporting them.</p> <p><b>22<sup>nd</sup> December-</b> The MA and M.Com students joined hands to bring some cheer into the lonely world of our senior friends. 70 senior citizens from the marginalised communities of Nuvem were warmly welcomed on the morning of 22<sup>nd</sup> of December. After a solemn prayer service, the party began with entertaining dances and skits enacted by the students.</p> <p>Special hand crafted bags with the take-aways for the Party revellers, made by the MA students.</p>
--	--

### **Commerce**

S.R. NO	ACTIVITY	PLAN-NED	ACHI-EVED	REMARK
1	FIELD TRIPS (INDUSTRIAL VISITS)	1	1	Students learnt how to pursue innovative ideas and support received for the same
2	TRAINING	1	1	CMS - students were exposed to business planning and execution skills
3	YOUNG ENTREPRENUERS FAIR	1	1	Students learnt business and marketing skills
4	GUEST LECTURES	4	4	All guest lectures focused on different career opportunities available

### **ZOOLOGY**

1. UGC Major Research Project commenced w.e.f November 2015. Dr. Subhadra Devi Gadi is Principal Investigator and Mr. Preshit G. Priolkar has been appointed as Project Fellow.

2. Study tours, fields and institutional visits were planned and executed for Zoology and Environmental Studies students of B.Sc., B.Com and B.A.
3. Students have participated in inter collegiate activities at state level.
4. Enrolment for students has gone up at T.Y. level.
5. Exposure to state of the art research problems in contemporary as well as classical biology being achieved through curricular portals.
6. Faculty- consistent participation and presentation of research data in international conferences outside the country.
7. Faculty expertise requisition by the state government for the purpose of environmental governance in the state of Goa.
8. Faculty advises State Environment Impact Assessment Authority, Wildlife Advisory Board and Goa State Biodiversity Board.
9. Faculty member invited from the department in other academic institutes affiliated to Goa University, viz. Parvatibai Chowgule College and IMTR, Margao.
10. Involving undergraduate students in museum management (classification and display) to promote their interest in Systematic Biology.

## **HINDI**

- S.Y.B.A. ALLIED AND T.Y.B.A. Students learned Devnagri Typing in Uni – Code
- T.Y.B.A. Hindi Students Typed their Project in Uni – Code ( Hindi )

## **CONSUMER WELFARE CELL:**

- a. Road safety action on 26th August 2015 and 13th January 2016.
- b. Training on 'Road safety patrol on 29th February 2016.
- c. Students of CWC enacted role play on Consumer awareness and redressed on 15th March 2016 on world consumer rights day.

## **WOMEN'S CELL:**

- a. Inter – class competition was organized on the topic Safety of women
- b. Organized a canteen to generate funds.
- c. Poster competition was held.

## **ENVIRONMENT PROTECTION CLUB:**

- a. A talk was delivered by Dr. Jose Romeno Faleiro to the students on the topic Red Palm Weevil.

## **NSS**

### **1- 19th August 2015 – The International Youth Day**

The NSS unit organized a Poster Competition on the Topic 'Youth and Democracy', 30 students participated

A- A slogan writing competition organized to bringing out a message by the youth to the society on some issues affecting the society.

B- A face painting competition that brought out the message of need of the hour to protect these last few members of the endangered species

C- Competition on Wealth out of waste

2- 24th September - The N.S.S volunteers organized a Canteen which had the sole aim of bringing out the Importance 'Health and Hygiene' for the YOUTH It had 12 stalls that had eats with little or no oil and mostly cooked in the campus- it had sprouted moongbhaji cooked just to retain its nutrients ,idlis with Chutney, patoleo and polle(rice products) Methi and aloo ka parata (fenugreek and potato chapattis) , kheer , chana chaat, Poha with nuts etc, vegetable and fruit canopies, milkshakes, Mojito ( Lemon Drink), vegetable sandwiches .All this was priced low ,so that every student would be able taste and carry the right message of nutritive value of food back home.

3- 26th Jan 2016 - Celebrated Republic Day –To promote "Swachh Bharat Abhiyaan " project Plastic Collection Drive was held on KTC Bus stand

4- 9th Feb 2016 - Deworming Awareness Rally in the village of Nuvem

5- 19th Feb 2016 - Swachha Bharat –Street Play at the KTC Bus stand

## **PROJECTS FROM NOVEMBER TO MARCH 2015**

6- Helped senior Citizens applying for identity cards issued by the government

7- Swachha Bharat Abhiyaan - the NSS volunteers helped collection of recyclable materials like pet bottles (81kgs), used milk bags (114kgs) ,pens and refills(17 kgs) and highly polluting used batteries

8- N.S.S students visited 17 different old age homes and orphanages.

### **7.3 Give two best practices of the department (or Cell)**

(Format – 1.Title of the Practice; 2. Goal; 3. The Context; 4. The Practice; 5. Evidence of Success; 6. Problems Encountered and Resources Required; 7. Notes)



## **DEPARTMENT OF ENGLISH**

**Title: Blogging**

**Goal: To expose students to varieties of writing.**

**Context:** Multimedia exposure to usages of English

**The Practice:** Short articles on a specific theme

**Evidence of Success:** More than 40,000 hits

**Problems encountered:** Some students shy of IT, Network problems

**Resources Required:** Dedicated systems for blogging and creative writing.

**Notes:** Diverse applicability. Skill sets can be used in multiple media platforms.

## **NCC**

**Title: Celebration** of International Day of Yoga

**Goal: To** teach the students basic techniques of Yoga.

**Context:** Holistic growth of students

**The Practice:** Various asanas taught by a certified yoga instructor.

**Evidence of Success:** Enthusiastic response from the students who eagerly participated in the session.

**Problems encountered:** Space and time was not sufficient.

**Resources Required:** More space, Yoga mats and sufficient time.

**Notes:** Could be done more regularly; advance planning required

## **NSS:**

### **1- Title of the Practice**

A- Neighbourhood Assistance

B- NOT ME BUT YOU – Social Responsibility

### **2- Goal**

To reach out to the neighbourhood villages of Nuvem , Verna , Nagoa , Majorda and help senior citizens and farmers in documentation of Senior Citizen Card and Krishi Card and also correction of election card errors

### **3- The Practice and Evidence**

1- Senior Citizen Card and Krishi Card

2. - The NSS volunteers organized a **Canteen** which had the sole aim of bringing out the Importance 'Health and Hygiene' for the YOUTH

- 3 –to promote “Swachha Bharat Abhiyaan” project plastic collection drive was held at KTC Bus stand
4. Deworming Awareness Rally in the village of Nuvem
5. Regular Visit to old age homes and orphanages, Anganwadis

## **Dept of Zoology**

### **Best Practice: 1**

- 1. Title of the Practice:** ‘In turn’ tutor scheme
- 2. Goal:** To uplift the academic performance of slow learners
- 3. The Context:** Academic Performance
- 4. The Practice:** Senior students are assigned to mentor juniors. Brighter students within the class are assigned to mentor slow learners. The entire scheme is monitored by faculty.
- 5. Evidence of Success:** Cent percent success in the Semester V Zoology examination.
- 6. Problems encountered and Resources required:**
  1. Time factor
  2. Additional books to be procured
  3. No budget sanctioned by the Management for the scheme
  4. Discreet space for mentoring the programme
  5. Incentives - in turn tutors could be rewarded

### **Best Practice: 2**

- 1. Title of the Practice:** Training and hands on experience
  - 2. Goal:** Holistic development of students
  - 3. The Context:** To enhance research skills, soft skills, management skills, so that students gets better employment opportunities and team spirit.
  - 4. The Practice:** Students are encouraged to undergo training and hands on experience in National Laboratories like NIO, NCAOR, ICAR, NIMR, CEE and Directorate of fisheries.
  - 5. Evidence of Success:** Semester V students are University toppers.
  - 6. Problems encountered and Resources required:**
    1. Official formalities to be undertaken through proper channel including signing M.O.U.
- Limitation of time

## **Hindi**

### **1- Titles**

- 1 - Using E- Resources
- 2 Giving Encouragement to write poems and articles to develop the writing skill .

### **2- Goals**

To teach students to use modern technology. Training is important to get job in the various fields of Advertising Agencies, Journalism, Hindi Web - Page Designing, Making Banners ,Hoardings, Invitation cards in Hindi.

### 3- The Practice

T.Y.B.A. Project was typed by the students

Research Paper written by the T.Y.B.A. Students is published in Kruti – Volume II

**अनारोउपन्यासकाविवेचनात्मकअध्ययन- हिनाशेख,बिबियानाफर्नांडिस,अमितादेसाई**

Good Assignments written by the students are published in the annual Carmel College Magazine

1- **क्यों पहुँच जाता है एक आम आदमी ” मैं तुम्हें मार दूंगा “ कहने की स्थिति में? – रुशदा सुभानी**

2- **”चंदाका देस “ परदाग क्यों लग गया? – रेशमा मुल्ला**

3- **तत – समउपन्यासकामूल्यांकन – आशरीन शेख, रोमाडिसूझा, हबिबा शेख (T.Y.B.A. Project )**

## 7.4 Contribution to Environment Awareness/Protection.

### Economics:

- Environment Trek to Kuskem waterfalls.
- Environment study trip to Shantidam– A farm house at Zalor, carmona.

### History:

- Filed trip for the TYBA students was organized on 22<sup>nd</sup> August 2015 to Kuskem waterfalls and to the Palolem beach.
- Field trip was organized to Neturlem on 12<sup>th</sup> February 2016 for the second year BA students.

### Psychology:

- Field trip to Goa Chitra – Ethnographic Museum was organized.
- Students were given lecture on water Harvesting and organic farming.

### Konkani:

- Visit to the Jog Waterfall.

### Chemistry:

- Segregation of paper, Plastic and glass.
- Segregation of acidic and basic wastes.
- Neutralization of waste before burying it in the soil.
- Green Chemistry principles applied in the laboratory contribute to environmental protection.

### Environment Protection Club:

- Tree plantation was held in collaboration with Lions Club International.

## MA

The second year students of MA conducted an Environment Awareness Programme for undergraduate students and Post graduate students. “**Go Green**” was the theme for the environment day. Different inter-class competitions were held at the college as part of ‘Envi Fest, 2015’. The competitions were focussed on enlightening undergraduate students on different ways of protecting our environment and promoting pro-environmental behaviour.

Inter class competitions were held on promoting Pro-environmental behaviour-

1. Talk of the Town- A group discussion on current Environmental issues. Each group was given a topic of environmental concern. A time limit of 30 minutes was allotted to each group and at the end of it the group leader had to present the discussion on stage.
2. Envicap – Soft copies of visuals depicting pro-environmental behaviour had to be submitted. The best pictures were awarded the prize.
3. Do-Re-Me - A pro-environmental message had to be brought out by a group of three by singing the lyrics.
4. Slogan raising Competition- a group had to scream the slogan on saving the environment.
5. Fashion Freak – Each group had to dress one participant stylishly with waste materials found on campus. The student had to model the outfit, while the presenter had to describe all the material that was used.

## NSS

- 1- **Swachha Bharat Abhiyaan** - NSS volunteers helped in collection of recyclable materials like pet bottles (81kgs), used milk bags (114kgs), pens and refills (17 kgs) and highly polluting used batteries
- 2- **26<sup>th</sup> Jan 2016 - Celebrated Republic Day** –To promote “Swachh Bharat Abhiyaan” project Plastic Collection Drive was held on KTC Bus stand
- 3- **19<sup>th</sup> Feb 2016** - –Street Play on **Swachha Bharat** at the KTC Bus stand, Margao

### 4- Talk and Demonstration

- A- Demonstrations on mushroom cultivation at home by Miss Rochelle Fernandes and coconut shell handicrafts by a National Awardee, Mr. Vijaydatta Lotlikar.
- B- Kitchen Gardening by well known landscapist Mr. Ashok Dandewhere ugly garbage could add beauty to our gardens.

## Zoology

1. Faculty organised field visits for students across streams to create environmental awareness and protection.

The Department of Zoology singularly handles the subject of Environmental Studies for all streams of B.Sc., B.Com and B.A.

3. Use of digital aids to minimize sacrificing animal models for experimentation.
4. Disposal of infectious material while carrying out experiments following proper protocols of disposal like Autoclaving or steam sterilization.

## Hindi

F.Y.B.A. Students participated in Hindi Street Play on Swacha Bharat at Panaji – Campal and KTC, Margao

**7.5 Whether environmental audit was conducted?** No

**7.6 Any other relevant information the department/cell wished to add.**

### Chemistry:

- a. Project done at TY w.r.t green Chemistry principles.
- b. Extra remedial coaching for weaker students.
- c. Coaching for entrance exams for TY students seeking admission for PG courses
- d. Faculty members involved in mentoring students.

### CWC

- a. National Deworming Day

### EPC:

- a. A logo for EPC was designed for the college which was unveiled during the EPC Inaugural.

### NSS

#### **1- 15<sup>th</sup> August –Independence Day**

Patriotic song singing, campus cleaning and Rangoli competition was organized that had a theme message to my country.

#### **2- 2<sup>nd</sup> October –Gandhi Jayanti**

students had campus cleaning along with a short prayer reflecting on the words of Gandhi the Father of the Nation.

- 3- **19<sup>th</sup> November 2015** - Dr Jorson Fernandes gave talk on Adolescence and healthy sexuality

- 4- **19<sup>th</sup> December 2015** - Celebrated **Goa Liberation Day**

- 5- **6<sup>th</sup> January 2016** -NSS Students Volunteered in ‘**Nakshatra**’ for interschool Competitions

- 6- NSS Students Volunteered in the **International Conference on ‘Positive psychology’**

- 7- **1<sup>st</sup> Feb 2016** - Blood Donation Camp was held at Carmel College

### Zoology

1. Dr Manoj R. Borkar was the recipient of the first ‘**State Best Teacher Award in Higher Education**’ instituted by the state government of Goa for the academic year 2015-16.

2. NAAC Peer Review has put on record in their report that Department of Zoology has won accolades and recognition nationally and internationally and has done well for itself.

### Commerce

Giving special coaching to ex-student to help them clear their examination.

Teamwork – All staff work in a collaborative, cooperative manner. Healthy discussions are held and most work is done after consensus.

## Hindi

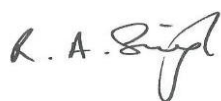
## Academic Visits

-1 All India Radio 2- Goa University - 3 Krishnadas Shama Library–Panaji -4 Kala Academy 5- MURUDESHWAR ( Virasat- विरासत)

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

- To introduce BSc. B.Ed from academic year 2016
- To introduce a degree in Fashion Technology
- To introduce Diploma / degree in Food Technology
- Admission procedure to be completely automated.
- Writing History of the college since its inception
- Road show to sister institutions with higher secondary schools outside the state to admit students needing hostel facilities in Goa
- To bring out the college prospectus by January of the calendar year for the convenience of out station students desirous of admission to the college
- To revamp the football ground with stands for spectators and changing rooms
- Large scale infrastructure Upgradation and modernisation according to the institutional Development plan submitted under RUSA scheme of the Central Government
- On line payment of fees
- To increase divisions for First Year Science and Commerce

Name: Ms. Roxana Singh



Name: Dr. Sr. M. Aradhana. A. C.



Signature of the Coordinator, IQAC      Signature of the Chairperson, IQAC

\*\*\*\*\*

## **Annexure I**

### **Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence

GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

\*\*\*\*\*