



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	CARMEL COLLEGE OF ARTS, SCIENCE AND COMMERCE FOR WOMEN FOR WOMEN
• Name of the Head of the institution	DR.SR.MARIA LIZANNE A.C.
• Designation	OFFICIATING PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08322790959
• Mobile no	9881369867
• Registered e-mail	carmelcollege64@gmail.com
• Alternate e-mail	principal@carmelcollegegoa.org
• Address	Nuven
• City/Town	South
• State/UT	Goa
• Pin Code	403713
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Rural

• Financial Status	Grants-in aid				
• Name of the Affiliating University	GOA UNIVERSITY				
• Name of the IQAC Coordinator	MRS. SAJANI D' COSTA				
• Phone No.	08322790714				
• Alternate phone No.	08322790959				
• Mobile	9823723060				
• IQAC e-mail address	naac@carmelcollegegoa.org				
• Alternate Email address	sajanidcosta@carmelcollegegoa.org				
3. Website address (Web link of the AQAR (Previous Academic Year))	https://carmelcollegegoa.org/wp-content/uploads/2022/08/AQAR2020_21.pdf				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://carmelcollegegoa.org/wp-content/uploads/2021_22_agar/institu_detail/academic_calendar.pdf				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 4	A	3.25	2022	29/03/2022	28/03/2027
6. Date of Establishment of IQAC			08/04/2006		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8. Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
1. The IQAC provided support for the NAAC peer team visit in March 2022.		
2. An activity proposal form was developed to organize activities criterion-wise.		
3. Attention to staff progression was given by conduction a seminar on CAS requirements on 5 February 2022.		
4. Close liaison with DHE pertaining to implementation of NEP 2020.		
5. Successful hosting of Carmel Nite on 20 May 2022		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
To provide support for the NAAC peer team visit.	College awarded a score of 3.25
To generate an activity proposal form to streamline activities under Criterion heads.	Staff began to use the form which has now been made available online.
To be attentive to staff progression	CAS workshop organized for staff on 5 February 2022. Several teachers have benefited by submitting their papers.
Close coordination with DHE to understand and implement NEP 2020.	The officiating Principal and the IQAC coordinator attended meetings in offline and online mode organized by DHE and shared the directives with the staff.
To organize the annual student event open to the public.	Carmel Nite was hosted successfully by students on 20 May 2022.
To prepare the AQAR 2020-21	AQAR 2020-21 submitted.

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

Name	Date of meeting(s)
Carmel College Management	11/11/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	21/10/2022

15. Multidisciplinary / interdisciplinary

a) Carmel College of Arts , Science and Commerce for Women has prepared a road map called Vision 2026. This was done as an exercise in long-term planning dedicated to supporting the vision and mission of our institution, while also suggesting strategies and plans that

could take our institution one step closer to achieving national benchmarks of excellence. The thrust areas of this master plan are infrastructure, technology, research and innovation.

b) As an affiliated college, we have limited freedom to have interdisciplinary courses as part of the regular credits that contribute to the CGPA. However, knowing the importance of an interdisciplinary approach to widen the horizon of students and provide a holistic approach to knowledge, faculty members as members of Boards of Studies have prepared Generic Elective and Skill-based courses to be offered in common to students of Arts and Science at the first year degree programme. For eg, First Year science students are welcome to opt for Generic Electives taught by any of the Humanities' departments and vice-versa. A detailed list of these papers are as follows:

English - Culture study through Film: India; Culture Study through film: America; Literature and Cinema

Economics - Entrepreneurship Development I & II

Hindi - Hindi sahitya ka parichay I & II

History - Goan Heritage; Goa since Liberation

Konkani - Vevharantli Konkani Bhas; Sampark Madhyamachi Konkani

Political Science - Contemporary issues in India; Gandhi's Political and Economic thought

Psychology - Child Psychology; Psychology of Adolescence

Botany - Environmental Biotechnology; Coastal and Mangrove Ecology

Mathematics - Probability and Statistics; Numerical Computations

Zoology - Food, Nutrition and Health

Add-on courses are also available to faculty and students across the streams. Eg : financial literacy, stock market investment training.

c) TYBA projects topics are often interdisciplinary. Departments of English, Economics, Political Science and Psychology support student projects on cross-cutting initiatives - i.e. Gender, political, social and environmental issues. However, all credit-based courses that contribute to students' CGPA and the final bachelor's degree is

as per the syllabus defined by the Boards of Study under Goa University. As a good practice Carmel College has tried to implement 2 initiatives. A compulsory sports lecture and a mandatory 15-day period of work experience to be completed by students at least once during their 3 years of study.

d) Flexibility in curriculum as envisaged by the NEP is possible only once there is the setting up of college clusters. This is under process.

e) Serious and rigorous multidisciplinary research endeavour would be possible in the near future as faculty is well qualified, motivated and committed. However financial handholding would be necessary. as neither faculty nor management at present has the ability to allocate the funds required. Also, with a large number of younger faculty on contract basis, a tremendous talent pool lies untapped because they have no access to the FIP benefit.

f) Students from all streams have always been participating in seminars, workshops and co and extra-curricular activities. Departments often collaborate (eg: Psychology & Commerce; English and Commerce) in organising National and International conferences and panel discussions.

16.Academic bank of credits (ABC):

a) The State and Central Government, Goa University and the Directorate of Higher Education have not yet created a system or collaborated to create the countrywide or global delivery and conveyance of credits and their transfer for higher education. We await the rules, regulations and statutes to do this.

b) the institution is not registered under ABC.

c) credit transfer process is not established.

d) Faculty has a free hand in the mode of delivery of internal assessments and encourage students to undertake field-based assignments, surveys and projects. Language departments prepare reading lists and encourage students to read beyond the minimum required by the syllabus.

17.Skill development:

A Skill development Cell has been established in the academic year 2022.

a) Although many initiatives are undertaken to provide soft skills training , the institution has not made a study whether these are benchmarked and aligned with the provisions of the National Skills Framework at the present time. At Semester 3 Arts students can opt for a paper on Soft Skills as a Skill Enhancement course.

b) At present formalised vocational education which is accredited by industry certified providers ia not available on campus.

c) The college has historically had a compulsory value-education lecture for every student once a week. Days of national importance are celebrated by all faculty and students. The NSS, Environment Protection Club, Consumer Welfare Cell, Women's Cell, Faith Cell are a few examples of a holistic teaching-learning experience on campus. During 2021-22 the central Government's Azadi ka Amrut Mahotsava initiative saw enthusiastic participation by faculty, students and departments with a hectic schedule of events, outreach and extension events and activities.

d) Enlist the institution's efforts to:

i. This is not possible yet in an affiliated system.

ii. Whenever available departments invite industry experts to speak, mentor and guide students, specially in the areas of finance, investment, insurance, environmental science, robotics, endangered flora and fauna etc, covering all the domains under each department's purview. Language departments host meet-the-author initiatives. During the Goa Arts and Literature festival, IFFI and other technology and STEM related global events that Goa hosts, opportunities arise to expose faculty and students to writers, poets, painters, scientists, researchers, and performance artists who visit Goa. The college invites celebrities and other experts to the college campus giving a globally benchmarked perspective to professionalism and commitment to career choices.

f Engaging the services of Industry veterans and Master Crafts persons to provide vocational skills and overcome gaps vis-à-vis trained faculty provisions requires us to charge a fee. This is often not very well received by students and parents. Also, these initiatives have to be conducted after regular class hours. There have been a few master classes in the past like a course in Goa's heritage. MSME personnel have conducted short courses.

iii. Vocational education in ODL/blended/on-campus modular modes to Learners is not undertaken on a regular basis at the present time.

iv. An NSDC association/ Cell is not constituted by the institution.

v. Skilling courses are planned to be offered to students through online and/or distance mode. College faculty is available to deliver lectures via MOOC, Swayam etc once the physical infrastructure and logistics are in place. A few organisations have conducted skilling course as per their CSR initiatives. Commerce department has virtual stock market exercises for students, an entrepreneurship fair etc. Some years on graduation or during the summer vacation students of Botany/Zoology are taken on by private medical testing laboratories for on-the-job clinical training to be able to pursue careers as medical technicians and lab assistants. But this is not every year. It is as per industry requirement.

e) Formal Skill development in view of NEP 2020 has not been adopted as yet.

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

The Directorate of Higher Education's Dishtavo initiative is currently in the process of recording syllabus modules in Konkani.

a) Papers on Indian Literature have been incorporated into the syllabus. Movies, both feature as well as documentary that tackle gender, tribal, Dalit issues, effects of climate change on indigenous ways of living are screened.

Traditional Goan cultural traditions are given utmost importance on campus and a host of events like the Koppel making competition, Caju Fest, Rangoli, star making competition are organised according to the seasonal festival calendar. The Botany department showcases the unique traditional and wild fruits and vegetables used to make the Matoli during the Ganesh festival.

b) The institution has no immediate plans to train its faculty to provide classroom delivery in the bilingual mode. However, in the past some departments/faculty have delivered classroom instruction in Hindi for the International students from Afghanistan who had very scanty understanding and knowledge of English.

c) No degree courses are at present taught in Indian languages or

bilingually in the institution.

d) i. Hindi and Konkani Honours and General degree courses are options provided to students. Spoken Konkani and Hindi are also on offer as an AECC for first year students.

ii. Indian ancient traditional knowledge is incorporated into language courses, biological sciences. Yoga workshops have been held. International Yoga Day is celebrated and a trained Yogini leads the annual event in the college auditorium.

iii. Indian Arts are given full encouragement for the co and extra-curricular activities. Mandala Art, Rangoli during the festive season, Independence and Republic Day sees enthusiastic participation. Mandala Art, Mehendi is practiced by our talented students and they are given a platform to practice these.

iv. Indian Culture and traditions are embedded in all our extra-curricular activities, including food and cuisine. Traditional Goan and pan-Indian dances are a great favourite on campus. Traditional week and day is organised by the students' Council.

e) Teaching Indian Language, culture is not undertaken in any formally articulated process. In view of NEP 2020 this is being considered.

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

The institution has clearly defined POs, PSOs and COs. Departments have also mapped these. Once the Directorate of Higher Education, Goa has the software ready the final stage of evaluating the attainment of intended outcomes will be possible. College faculty have developed applications for use in the library and for statistical analyses. Software applications for maintaining the library footfalls, collating and delivery of all notices, activity proposals by faculty and departments and e-certificates for students have all been developed in-house.

i. To transform its curriculum towards Outcome based Education (OBE) the institution has already defined its POs, PSOs and Cos. Faculty follow Blooms Taxonomy while setting question papers and try to ensure a judicious mixture of basic, intermediate, advanced as well as higher order thinking skills are tested.

ii. Capturing the results of an Outcome based education in teaching and learning practices will only be possible once software for the

same is made available by the state higher education authorities.

iii. One good practice of the institution pertaining to the Outcome based education (OBE) in view of NEP 2020 is the setting of semester end question papers according to the features delineated through Bloom's Taxonomy. Another is practical applications of classroom learning for the assignment component of internal assessments (ISA).

20.Distance education/online education:

Talent, expertise, knowledge and skills set as far as faculty is concerned is available for delivery of online add-on courses. Commitment on the part of the management for internet infrastructure and availability after class hours will have to be worked out. Delineate the possibilities of offering vocational courses through ODL mode in the institution.

b) Every classroom is equipped with an LCD screen and power point presentations are screened for students. A few departments have a sound system to be able to show movies and Youtube videos. The institution is in the process of buying recording equipment. Digital notice boards have been installed at 3 different places and important notices, announcements and information is delivered through them. One smart board has been in use for the last 4 years. Order has been placed for at least 3 more. Annually infrastructure upgrades are undertaken to keep the campus technologically updated and relevant. The college maintains an Instagram account and a Youtube channel called Carmel Live.

Blended Learning: faculty form a google classroom for each paper taught by them and post relevant material beginning with the syllabus to multi-media reference material and question banks. This allows some students to work at their own pace and is especially useful for students who are not able to attend due to their own health issues, bereavement due to loss of a parent after a long illness or domestic challenges. Students are encouraged to write out essays/ answers and get them critically evaluated by faculty. Flipped classrooms are well received by advanced learners and are used sometimes to keep such students engaged and motivated.

Extended Profile

1.Programme

1.1

441

Number of courses offered by the institution across all programs during the year		
File Description	Documents	
Data Template	View File	
2.Student		
2.1 Number of students during the year		1232
File Description	Documents	
Institutional Data in Prescribed Format	View File	
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		277
File Description	Documents	
Data Template	View File	
2.3 Number of outgoing/ final year students during the year		424
File Description	Documents	
Data Template	View File	
3.Academic		
3.1 Number of full time teachers during the year		79
File Description	Documents	
Data Template	View File	
3.2 Number of sanctioned posts during the year		79

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	33
4.2 Total expenditure excluding salary during the year (INR in lakhs)	66.66
4.3 Total number of computers on campus for academic purposes	161

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Carmel College is the forerunner when it comes to imparting education exclusively to women in Goa. Affiliation to Goa university entails/ necessitates that it follows the syllabus approved by the university at both the undergraduate and postgraduate level. Many faculty members are part of the Board of Studies (BOS) and actively involved in the planning and designing of the curriculum. The faculty members were also actively involved in the preparation of e-content in their respective subjects (i.e., DISHTAVO), wherein the faculty prepared e-content for their curriculum and presented it via video lectures. Besides this, faculty coordinators screened, scrutinized, corrected, edited, and provided feedback to the faculty members involved in the presentations. Carmel College consistently ensures that the prescribed curriculum and syllabus is executed and completed, utilizing a variety of teaching methods and innovative strategies. The institution is mindful of the local/national/regional/global developmental needs while framing learning objectives. Monthly meetings are held to plan, review the syllabus and ensure effective curriculum delivery through various activities for the students. The institute also incorporates discipline specific certificate courses to equip students with the necessary skills in their respective disciplines.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://carmelcollegegoa.org/wp-content/uploads/2021_22_agar/1/1.1.1/add_inf.pdf

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

The Goa University communicates the examination dates, however the ISA (Intra-Semester Assessment), dates carrying a 20% weightage of total marks per subject, is decided by the examination committee appointed by the college. A minimum of two ISA's are conducted for each semester by the respective departments in each paper. The first ISA is usually in the form of an assignment and the second ISA is an objective test with MCQs and whatever other mode of assessment deemed relevant by the respective faculty members and recommended by the BOS. Only students with health complications and medical exemptions are allowed to answer their third ISA. During contact hours, the students are apprised of what to expect with regards to the ISAs and are also given opportunities to express their views and concerns about the subject. Lecturers assess the knowledge and skill of students by having open book tests etc. The results of these tests become the basis of the further teaching process. At the end of each semester an SEE (Semester End Examination) is conducted for the first-year and second-year students, as per the guidelines laid down by the concerned BoS of each subject. The evaluation schemes and the question papers for every paper are approved of the HoD of every department.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://carmelcollegegoa.org/wp-content/uploads/2021_22_agar/1/1.1.2/add_inf.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University

B. Any 3 of the above

Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

25

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

6

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

169

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

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

Carmel College for Women comprises of students from rural and urban Goa, expatriate Goan émigré families, ICCR sponsored international students, students from Nepal, Bhutan, Maldives and Lusofonia countries.

Professional Ethics:

The curriculum focuses on ethical research, psychological testing, counselling and clinical practice; ethical business decision making; and an understanding of the values embodied in the Constitution of India. Emphasis is given to ethical research and the AMFI code of ethics along with guidelines on professional ethics.

Gender: Class room and field learning creates necessary awareness of issues surrounding women's rights and safety. Regular movie screenings of women-oriented films address themes like patriarchy, feminism, gender disparity, marriage, and domestic abuse.

Human Values: A weekly value education lecture helps students inculcate core human values; understand personality and emotions of oneself and others; empathy, genuineness, acceptance, and respect for people's rights and dignity. Organisational Behaviour applies human values while maximizing individual and corporate goals.

Environment and Sustainability: Environmental Awareness is created through class room teaching through film, drama, poetry, folklore, current affairs and stories depicting environmental issues. Courses orient students on environmental laws, the utilization of food waste to design food products and the development of products that will not harm the environment.

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

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

16

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

408

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students

C. Any 2 of the above

Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://carmelcollegegoa.org/wp-content/uploads/2021_22_aqar/1/1.4/url.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://carmelcollegegoa.org/wp-content/uploads/2021_22_aqar/1/1.4/url.pdf

TEACHING-LEARNING AND EVALUATION**2.1 - Student Enrollment and Profile****2.1.1 - Enrolment Number Number of students admitted during the year****2.1.1.1 - Number of students admitted during the year**

1232

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

277

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

2.2 - Catering to Student Diversity

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

Advanced learners

1. Students asked to register for online courses through e-portals such as Swayam, Coursera, etc.
2. Initiating discussions on current affairs and asking views and opinions on the same.
3. Students are given the role of anchors and comperes of programs conducted at the Department.
4. Motivated to read e-books, e-content, relevant documentaries, advanced textbooks, journals and to apply for competitive examinations.
5. Encourage students to present at seminars, have group discussion triggers.
6. Exposing students to National and International Research Events and encouraging them to interact with academic, industrial, and subject experts.
7. Students are encouraged to participate in summer research fellowship programmes.
8. Students encouraged to present research papers at seminars, conferences and participate in intercollegiate events to develop critical thinking, problem-solving and presentation skills.

Slow learners

1. Organizing remedial teaching.
2. Counselling / mentoring for overcoming challenges.
3. Sending them recordings and additional links for lectures.
4. Faculty uses vernacular language to simplify the content to the concerned students.
5. Weak students are encouraged to make their own notes.
6. More practice problems are assigned
7. Give them guideline how to go about an assignment or how to

plan a presentation

8. Give them sufficient reading materials
9. Students permitted to meet the teachers to clear doubts, if any, after class hours.

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

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

Number of Students	Number of Teachers
1232	79

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Faculty is given freedom and autonomy regarding teaching methods. All adopt a judicious mix of lecture method and modern pedagogies that are student centric

Experiential learning:

1. Internships done by the students
2. Students involved in organizing webinars.
3. Guest lectures by eminent experts from industry and academia were organized.
4. The students encouraged to file RTI applications in different government departments to which they got replies to the queries. RTI is a part of their curriculum and they received first-hand experience of the RTI process.
5. Within the curricular limitations of an affiliated system, the various departments of the college prescribe project work. It allows for adequate experienced learning.
6. Understanding and solving case studies and drawing out solutions and conclusions were introduced to induce experiential learning.

Participative learning

1. Class seminars
2. Group discussions
3. Quizzes
4. Students are appointed as members of different committees and given responsibilities so that they develop organisational skills and abilities.
5. Socio-political awareness is created by encouraging students to participate in mock parliament and ecological awareness is provided by the environment protection club

Problem solving methodologies:

1. Taking up TY Projects to help develop research skills
2. Environment Studies evaluation through case studies, local area/state level environmental problems.
3. Community Outreach Programmes
4. Critical reviews of films

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

Teachers use the modern teaching aids, technological equipment along with traditional lecture method. Quiz, tests, group discussion, classroom seminars, audio-visual aids are efficiently used to make teaching effective.

ICT tools and resources used

1. Computers, LCDs, Wi-Fi,
2. Google classroom-a platform for online teaching & learning process,
3. Google meet for online classroom teaching
4. Writing tab for convenient writing of chemical equations, long derivations, chemical reaction-mechanism, drawing diagrams (relevant to the topic).
5. Online Quiz using google form is conducted to evaluate the students

6. Software such as SPSS, AMOS are used by commerce faculty. Chemistry faculty and students use software like ChemSketch, ChemDraw and Data Analysis and Graphing software like Origin. Students of the Mathematics department learn the use of Software like Python and GeoGebra. Physics department uses PhET Interactive Simulations, Graphing Software, EXCEL Graphics, ExpEYES interface.
7. Students are encouraged to access digital library, online courses and DISHTAVO (an initiative of DHE, Government of Goa).
8. Lectures are supplemented with presentations using Microsoft PowerPoint software.
9. Students encouraged to refer to e-books, research papers for self-learning.
10. Paint and Google jam board were used to explain concepts for online mode teaching.
11. Students encouraged to give short presentations using smart board.
12. Google forms used for ISAs and assignments.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

63

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

2.4 - Teacher Profile and Quality

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

79

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

20

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

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

827

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

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode.

Write description within 200 words.

Due to pandemic situation the college had to conduct the internal assessments (ISA) via online mode for odd semester (semester I & III).

There are 2 Intra Semester Assessments per subject conducted each semester. Each ISA carries 10marks. The first ISA is conducted in different forms like PowerPoint Presentation, Audio-Visual Presentations, Field-Based Surveys/Interviews, Case Study and viva-voce.

The timetable of each ISA is intimated to the students at least 3 weeks prior to the conduct of the ISA.

The second ISA is objective based (question paper uploaded on google classroom). Upon evaluation of the students' performance, the marks awarded are notified to them via google classroom/personal interaction.

In case a student is unable to answer the ISA due to unavoidable circumstances; a third ISA is given to them, upon producing a valid proof and obtaining the approval of the Principal.

The Examination committee decides the dates for the conduct of internal examinations in consultation with HOD and Principal. HOD oversees to the pattern of question papers/assignments. Internal examinations are managed by the departments themselves.

Marks for the examinations are submitted to the office in time.

In case of any grievance the unfair means committee attends and solves the grievance.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

Students can request for re-verification of ISA and Semester End Examination (SEE) marks by applying in writing to the principal of the college. Upon receiving the application, the applicant can

verify the same in presence of the principal and concerned faculty. The grievance process is settled within one week of receiving the application.

College has a centralized Grievance cell. Students apply to the principal for personal verification of a paper; due procedure according to Goa University guidelines is followed.

The Principal and Examination committee ensure the smooth and transparent conduct of university examinations. Question papers for Internal Examinations and semester end examinations, are kept confidentially. The timetable for internal and semester end examinations is prepared by Examination committee. Examinations are conducted in a fair manner which does not give any scope to any kind of grievance from the part of the students. Supervisors of examination check the identity card and fee receipt before entering in examination room. Principal and Vice-Principal visit the examination halls to prevent malpractice.

The College has an Examination Committee, Unfair Means Committee and Examination Grievance Committee, which handles various aspects related to exams. These committees conduct regular meetings to ensure effective implementation.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The College has clearly stated its Programme Outcomes, Programme Specific Outcomes, Course Outcomes and learning Outcomes which are displayed on the college website. These Outcomes have been set by taking into consideration the different programmes and the heterogeneity of rural and urban students.

As an affiliated college, the programme specific outcomes and the course outcomes are in accordance to the Goa University syllabus. Additionally, faculty formulates subject outcomes which are relevant to the course. Faculty prepare monthly lesson plans for each course, called the 'Subject Proforma' specifying the syllabus covered, the

details of topics assigned for group discussions, quizzes, assignments, class presentations, as well as field surveys and excursions if applicable.

The programme specific outcomes are designed to relate to the content of the syllabus as per the subject. However, there are some universal learning outcomes which are inherent in every syllabus like communication skills, language proficiency, soft skills development, entrepreneurial skills, sensitisation of students to race, religion, diversity/inclusivity, gender equality, empowerment, environmental issues etc.

Most of the activities are planned and conducted by departments in accordance with the programme specific and course outcomes. Active and enthusiastic participation in a variety of these co-curricular and extra-curricular activities helps to judge the programme and course outcomes. For academic assessments the college follows both formative and summative approaches as prescribed by the University. The Vision and mission statements are displayed on the college website as well as in the college campus.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The College provides high-quality education, as evidenced by their programme and course outcomes. The administration focuses on the quality of students and instructors to attain the POs and COs. Various tools/methods are used to assess the achievement of Course objectives. Various departments use direct methods to assess our students' knowledge and skills based on their performance in class tests, internal assessment tests, assignments, semester end examinations, seminars, laboratory assignments, laboratory skills evaluation by conducting Practical exams at the end of each semester, and projects, among other things. Teachers might use these strategies to gain insight into their students' aptitude for the subject.

Mentoring and counselling process are crucial in identifying and

addressing gaps in learning outcomes, as well as attempting to establish a humanistic and holistic attitude to life. Each faculty is assigned a group of 20 to 25 students who will monitor the students' progress, provide counselling, if necessary, calculate attendance, and communicate their progress with parents.

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

2.6.3 - Pass percentage of Students during the year

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

349

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://carmelcollegegoa.org/wp-content/uploads/2021_22_agar/2/2.6.3/pass_percentage.pdf

2.7 - Student Satisfaction Survey

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

https://carmelcollegegoa.org/wp-content/uploads/2021_22_agar/2/2.6.4/SSS_2021_22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

2.5

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	http://dstegoa.gov.in/

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Innovation and creativity require an encouraging and supportive ecosystem. The Institution has organised various workshops and seminars in collaboration with innovation and incubation centres such as GSIC (Goa State Innovation Council) and CIBA (Centre For Innovation And Business Acceleration) .

To boost entrepreneurial mind-set an annual entrepreneurship fair that encourages forging a relationship between start up, industry and the institution is organized. Industry - Institution relationships work in terms of industrial visits for students and faculties, field and site visits by students.

The faculty members regularly interact with industry to understand functional challenges through student's projects. Projects of students are used as case study in few industries.

In addition, expert lectures are given by industry personnel for students.

Amenities such as Wi-Fi enabled campus and auditorium with seating capacity of over 500 students is available to conduct seminars/workshops and so on.

The overall thrust of the Institution is to ensure that a suitable ecosystem would encourage those who have the attitude and aptitude to take up entrepreneurship in areas of their interests. Efforts are also directed to eliminate or minimise the limiting factors of gender, family upbringing and the socio-economic conditions of the student to take up entrepreneurship.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/naac/policies/policies_for_promotion_of_research.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

1

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

4

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

4

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The extension activities of Carmel College aim to instill in our young women the mind and spirit to serve the community for the betterment of society. These activities aim to sensitize students on various social issues like pollution, health, sex trafficking as well as various issues pertaining to downtrodden in the society. These activities also enable our students to contribute to the society in different ways. Holistic development of the student community as well as their positive contribution to the society and environment is achieved through these activities. Extension activities make the students understand the real situation around them and encourages them to try to make a positive contribution with their participation. The importance of well being and coexistence of humans and nature is emphasized along with societal action which leads to the holistic development of the students.

The various extension activities are conducted under the banners of NCC, NSS, EPC, CWC etc. The different departments also organize extension activities. Some of these activities are organized through associations and collaborations with external agencies. The various socio-economic, demographic, cultural and environmental issues are addressed through these activities and students also spread the awareness to their families and communities.

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

27

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

1533

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

6

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Classrooms:

College has 24 classrooms in the under-graduate block and 7 classrooms in the Postgraduate block. The areas of the classrooms vary between 23 sq. mts and 97 sq. mts. All the classrooms are well-ventilated, spacious and well lit and equipped with ICT facility and Wi-Fi facility. Some classrooms have a desktop, printer, LAN facility and multi -media speakers.

Laboratories:

The physics, chemistry, botany and zoology and psychology departments have their own laboratories with required instruments/equipment. There are three computer laboratories each at undergraduate and postgraduate level and 4 labs to conduct practicals in M.Sc. Food Technology.

Each Department has computers. The IQAC room has an interactive intelligent panel.

Library:

The college library has a collection of 39,539 books, 25 magazines and 16 journals. It subscribes to the Inflight database with access to 25,000 journals. Students and faculty to use the computers with Wi- Fi and internet services .

Others:

College has a media room ,shade house which provides live plant specimens for plant related experiments and supports the propagation of Orchids and Anthuriums. There is a botanical garden which nurtures endemic plants of the Western Ghats and a museum with a collection of various species of flora and fauna.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/2021_22_agar/4/4.1.1/ROOM_NUMBERS.pdf

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

The college has adequate facilities for sports and games, both indoor and outdoor. We have an indoor stadium with a badminton court of international standard, a pool table, table tennis table, carrom board and chess board. The stadium also has a modern state-of-the-art gymnasium. There are changing rooms for home teams and other teams along with hot and cold water facilities.

The facilities for outdoor games include a multipurpose court used for basketball, volleyball and handball matches and a tennis court. The college has a football ground with turf with flood light for day / night matches and a walking track.

College has an air-conditioned auditorium with various musical instruments (folk and modern), costumes and a professional public address system where events like seminars, and cultural activities are conducted.

Open areas under the administrative section, the space outside the cooperative store and the space under the library are also used by students to practice or host canteens.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/2021_22_agar/4/4.1.2/usage_of_gymkhana.pdf

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

32

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

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

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

34.18

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

4.2 - Library as a Learning Resource

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

LibSysis an integrated multiuser library management software, that caters to the needs of an advanced library and information professionals. The present times demand Library Management System to deliver much more than operational efficiency. It provides a delightful library experience and gives appreciable staff satisfaction. LibSys is committed to delivering value to the libraries through its products. In-depth understanding of Library operations implicit needs of the patrons.

The Web-based Library Management System LibSys provides a greatly enhanced user experience through value added features and services. LibSys is built on international standards and open technologies. It covers Acquisition, Cataloguing, Circulation along enriched OPAC. It has a powerful and user-friendly WEB-OPAC along with Windows-based

OPAC. Its seamless work-flow enables library staff to manage library operations efficiently and covers all the needs of the library automation. It is a perfect solution for the automation of small libraries and resource centres with basic needs. It configures the entire library workflow easily with the latest software technology. A powerful yet simple solution for the automation of Libraries and Resource Centres having a small set up.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://ccwlib.lsease.in/

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

A. Any 4 or more of the above

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

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

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

5.25

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for

online access) (Data for the latest completed academic year)

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

126

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Institution has two internet leased lines of 20Mbps and 5Mbps respectively. Internet connectivity is monitored by Sophos Next-Gen firewall. Free internet services is provided to students and faculty through Jio Digital Campus.

39 desktop computers (OEM) were purchased to replace and upgrade computer labs. 13 additional desktops (OEM) with 1 KVA UPS (13 Qty) and one LCD Projector were received under the MPLAD scheme. The Biometric Machine with face detection was purchased. Legacy network cables were upgraded to CAT6 standard. Traditional Hard disks (HDD) were upgraded to Solid State Drive (SSD).

Network switches have been upgraded to Gigabit standard (7 Qty), with POE switches powering Access Points (AP) and CCTV. Access Point (AP) with 802.11ac technology with the dual-band has been installed at prominent locations to maximize WIFI coverage.

Endpoint clients managed/updated with Seqrite Endpoint Security Business Edition antivirus which is renewed annually.

CCTV cameras are installed at all prominent places.

College has developed a portal for e-Notices which are displayed on the college LCD Television and system for activity e-proposals cum completion report.

Online UPS have been installed to facilitate learning and teaching in case of blackouts to ensure zero downtime and to protect the IT equipment as well.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/2021_22_agar/4/4.3.1/inf.pdf

4.3.2 - Number of Computers

161

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

31.47

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

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

LABORATORIES

1. Procurements are after notifying at least three vendors for current rates.
2. On receipt of the equipment, it is tested
3. Safety of students is ensured.
4. After the experiments the equipment is put away safely and the lab is cleaned.

LIBRARY

1. Requisition Slip is filled by department for the purchase of new books
2. Books received are entered into Accession Registers and are labelled for stacking
3. Books lost or damaged are replaced.
4. Stock book as prescribed by UGC is maintained and stock taking is done annually.

Sports Complex

1. Register is maintained to avail the sports facility.
2. For purchase of equipment an acquisition slip has to be submitted
3. The equipment and facilities are maintained by the MTS staff
4. External labour may be hired in exceptional cases

Computer Labs

1. A system analyst and technical staff maintain the computer equipment and software.
2. Technical issues faced are communicated to the technical staff

or system administrator via maintenance slip.

3. A requisition slip is submitted for purchase of equipment

Classrooms

1. Maintenance of Classroomis done at the end of the day by the cleaning staff.
2. Repairs and maintenance of the furniture as well as electrical appliances is done brought to the notice via a maintenance slip.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/naac/policies/policies on repairs and maintenance.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

152

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

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

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the

institution / non- government agencies during the year

71

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to Institutional website	https://carmelcollegegoa.org/wp-content/uploads/2021_22_aqar/5/5.1.3/link.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

800

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

800

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

<p>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</p>	<p>A. All of the above</p>
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File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

16

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File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

90

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

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

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

4

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one)

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

20

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

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

The students at Carmel College have a representative body called the Student Council. Members of this body are elected by the students of the college. The student council encompasses positions that of the General Secretary, Cultural Secretary, Discipline Secretary, Class Representatives and the Assistant Class Representatives. Besides all the major committees of the college like the IQAC, NSS, NCC, Women's Cell, Environment Protection Club have their own student representatives who coordinate the activities and the working of these committees. As a part of the IQAC, a student representative is involved in the decision making of various policies to improve the quality of education. Students in addition are in the organizing committees while coordinating various workshops, seminars and conferences at the state, national and international level. Students are an integral part in the participation at extension and outreach activities in the college. For inter-college activities the Cultural Secretary takes up the responsibility of forming the team and sees to it that the college is effectively represented. The student council is encouraged to organize various cocurricular activities in the college. This fosters in them leadership, creativity, discipline and improves organizational skills. Student representatives are involved in the managing committee of the cooperative society. In the sport arena, students not only organize inter-class tournaments but also actively participates in them as well as at the state and

national level. The college team represents the college at various inter-collegiate events.

File Description	Documents
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/2021_22_agar/5/5.3.2/activites.pdf
Upload any additional information	No File Uploaded

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

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

38

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

5.4 - Alumni Engagement

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

Carmel College of Arts, Science and Commerce has a registered Alumni Association called the Carmel Ex-Students Association or 'Carmelex'. This association was registered in 2020-2021 under the Societies Registration Act, 1860, with the Sub-Registrar of South Goa on the 15th of October 2020. An Annual General Body Meeting is held once a year, usually in the month of August. The department hosts the much awaited Voice of Carmel on the 14th of February every year. Besides this fundraisers are organized for the association.

File Description	Documents
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/2021_22_aqar/5/5.4.1/add_inf.pdf
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

VISION STATEMENT: Holistic Development of Youth through Education amidst a

Changing, Challenging and Developing Society.

MISSION STATEMENT: To Educate Youth for Altruistic Leadership by Integrating

Academic Excellence and Human Ethics.

NATURE OF GOVERNANCE: Governance is democratic, cooperative and collaborative. Management is open to suggestions and participation of faculty, administrative staff, multi-tasking staff and other stakeholders especially alumni and parent teacher association members in decision making that are beneficial for the overall development of the institution. Thus in keeping with the policies and plans, the Manager of the College along with the Officiating Principal, designs and initiates the Academic, Non-Academic and Administrative programmes to be executed in the institution. The financial expense for the construction and infrastructure / campus maintenance is borne by the management from the salaries of the working sisters of the management and partly from the non-salary grant for the maintenance.

PERSPECTIVE FUTURE PLAN

- Encourage faculty to upload videos of lessons on the internet.
- Conduct short term, certificate courses and add-on courses.
- Start more skill-based / job-oriented courses.
- Encourage faculty to apply for major / minor research projects.
- Provide financial support to economically poor students.
- Encourage faculty to enroll for Ph.D

File Description	Documents
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/naac/policies/carmel_college_policies.pdf
Upload any additional information	View File

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

At the beginning of the academic year, responsibilities are allotted to the faculty, administrative staff, multi-tasking staff and the daily wagers by the Officiating Principal. The employees are encouraged to exercise freedom in their respective departments / workplace through the responsibilities given to them by abiding to the values, principles, rules, regulation, ethics and culture of the institution and the congregation for the benefit of the students. Officiating Principal is informed and briefed about the activities and permission is sought before any activity is undertaken in the campus. On the whole, decentralization and participation is the norm in which the institution usually functions. The Principal mostly consults the Heads of the Departments and Committee Coordinators before any decision is finalized.

The Principal met the Administrative and the Multi-Tasking Staff on the reopening day of the Academic Year and explained to them the Vision and Mission of the College, the Congregation in brief and how each one is important in the functioning of the College.

Committees

The Principal in consultation forms various committees comprising of the faculty members for the smooth functioning of the college. A coordinator is appointed for each committee, mostly a senior faculty

member .

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Signages and boards

The College has a sprawling campus with buildings spread across the natural green landscape. The undergraduate and post-graduate section as well as the Carmel Higher Secondary School with Standard XI and XII in Arts, Science, Commerce and Vocational streams, the Library, the Sports Complex, the Carmel Hostel as well as Carmel Convent, the sisters quarters are all housed in the same campus. Signages and boards are put up outdoors as well as indoors to aid in locating the various facilities within the campus. The various buildings are named as blocks; with the names and portraits of past Superiors General of the Apostolic Carmel Congregation. Signage for entry, exit, parking and directions to the various facilities are put up at strategic locations to help students as well as visitors. A board with the name of the College and a Location Map are put up at the approach road into the campus.

The committee of 10 members was headed by Ms. Meena Miranda e Verdes. Three quotations were asked for the boards and we chose Atiksha Designing. For the foam boards and vinyl stickers again three quotations were sought and the work was given to Vijaydeep Graphics.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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

At the helm of the Institution is the Manager and directly under her is the Officiating Principal. The Manager and the Officiating Principal belong to the same Congregation. The employees of the Institution are categorized as 1) Academic Staff, 2) Administrative Staff, 3) Library Staff, 4) Multi-tasking Staff and 5) Daily Wagers. Academic Staff comprises of the Faculty of Arts, Science and Commerce Streams and Director and Instructor for Physical Education. They are assisted by the Laboratory Assistants, Laboratory Technician, Store Keeper, Field and Plant samples collector and the Multi-tasking staff. The Administrative Staff comprises of the Head Clerk, Accountant, UDC, Junior Stenographer, LDC, System Administrator and Multi-tasking staff. In the Arts Stream there are seven departments - English, Hindi and Konkani, History, Political Science, Economics and Psychology. In the Science Stream there are five departments - Zoology, Physics, Chemistry, Botany and Mathematics and Commerce Stream - Accounts and Management. Each department comprises of the Head of the Department and the faculty members. There are three departments in Postgraduation section- MA, MCom, M.Sc. Librarian and one LDC, Laboratory Assistant & Multi tasking staff.. In the examination section, there is one LDC and one multi-tasking staff member.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://carmelcollegegoa.org/management/
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The institution has been generous in providing welfare measures to the teaching and non teaching staff whenever required. Some of the welfare measures include.

- Reimbursement of medical and educational expenses (of the children) like shoes, books, uniforms, laundry etc. for Teaching and Non-teaching staff.
- Spiritual upliftment through retreats and recollection once or twice a year or as and when possible.
- Child Care Leave is granted without any hesitation and delay to the faculty as well as non-teaching staff as soon as it is granted by the Department of Higher Education.
- Educational fees of the children of some of the non-teaching staff are either waived off or paid by the management.
- Employees helped financially to pay loans, during their marriage, to buy bicycle etc.

Sr. No.

Particulars

Amount

1.

Ms. Sakshi Shukla, FYBA student, payment of admission fees

7,161/-

2.

Ms. Pearl Rose Da Silva student, payment of admission fees and partly conveyance

7,500/-

3.

Mr. Afonsinho Jacob Da costa, paid college (PG) fees of his daughter

54,560/-

4.

Ms. Zinaida Ismaela Parmeira student, payment of college admission fees

6,921/-

5.

Purchase of provision for college staff

19,550/-

6.

College Security, Mr. Minguel Barretto, Charity

2,000/-

7.

Ms. Prachi Sutar, payment of college fees

32,278/-

8.

Mr. Wellington Gracias (MTS), towards medical expenses

40,000/-

9.

Charity to Aldina (Carmel Convent)

1,000/-

10.

Charity to Damiana Moreno

4,350/-

11.

Charity to Simona Fernandes

5,000/-

12.

Charity to Rita Da Silva

3,000/-

TOTAL

183,320/-

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

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

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

9

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

4

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

16

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

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

Annually, the faculty submits a performance appraisal report that gives an account of the leadership role played by them within the institution and outside as members of the Board of Studies, University Bodies such as the Court, Academic Council. Faculty also mentions the various responsibilities handled by them during the year. The Principal scrutinises these reports and takes cognizance of the achievements and shortcomings of the faculty. The report is then discussed with the faculty concerned and remarks are made accordingly and the faculty also is informed. The students evaluate the teachers towards the end of the academic year. The teachers are given these papers and asked to make note of the suggestions given by the students. The positive strokes boost up the confidence of the teacher and the negative ones are accepted and worked on for further improvement. Annually the non-teaching staff members (Head Clerk . Upper Division Clerk / Lower Division Clerk) write their Annual Performance Assessment Report (APAR) which is assessed by the Reporting Officer along with necessary comments followed by comments from the Reviewing Office and countersigned by the Highest Authority of the Institution with remarks. The same protocol is followed for the Multi -Tasking Staff.

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

6.4 - Financial Management and Resource Mobilization

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

Internal Audit : At the end of the financial year the Books of Accounts are audited by the Chartered Accountant - M/s N. T. Mathew & Co. in the month of April or May wherein any queries are settled by the Accountant of the College during the scrutiny of the accounts. Thereafter, the audited statement of accounts duly verified and certified by the Chartered Accountant are submitted to the Principal. The Principal then places the audited statements (Salary & Non Salary Accounts) before the Finance Committee of the College for necessary approval to prepare the Budget for the following financial year. and then along with the budget and Annexure format of the DHe is submitted to Directorate of Higher Education for reimbursement of

Non Salary Grants.

External Audit : The Government conducts audit of the Salary & Non Salary Accounts as per the schedules of the Accounts Officer, Directorate of Higher Education wherein the Salary & Non Salary Accounts are scrutinized by the Government auditors and the audit objections raised at that time are settled by the Principal, Head Clerk and the Accountant and then the report is submitted to the Principal.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0.11

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

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

- Major sources of funds are i) Salary Grant from Government (100%), ii) Non-salary Grant from Government - reimbursement
- Salary of sisters working in the institution utilized for repairs, maintenance and upkeep of the institutions.
- Department finance - respective departments carry out activities either through sponsors or registration or course fees.
- Self-financed courses are sustained by the fees collected from the students.
- Equipment, Instruments, sanitary items etc. are purchased

following a standard protocol, either online or through dealers, tenders. Departments give requisition on a requisition slip - Principal - Office - Quotations of the companies are given by the respective department to the office - Comparative Study of the quotations is done (Principal, HoD, Accountant) -- Scrutiny - Purchase Orders - Payment.

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

6.5 - Internal Quality Assurance System

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

1. In line with the service requirements as laid out by DHE, faculty were advised to place their papers to avail of CAS. A workshop on 'Career Advancement for College Teachers' was held on 5/2/22. It was well attended.
2. Synergy between NIRF and IQAC was strengthened. The two committees collaborated on the ways in which the college ranking in the NIRF could be improved.

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

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

The year marked the gradual and tentative resumption of regular offline classes which reached well into the end of the first semester. IQAC was concerned with assessing learning loss in students owing to the pandemic. The informative videos on synchronous and asynchronous learning prepared on the e-learning platform of Carmel Live were shared on YouTube. The progress of students was supervised as they transited through the pandemic and the protocols were lifted.

Proformas were created and filled by faculty to map out the content coverage of the syllabus. Learning was sought to be measured in 3 categories, viz. experiential, participative, and problem solving. A workshop on outcome-based education was held on 20th April 2022 by Prof. Marchon. Bloom's taxonomy was used to set papers and measure learning outcomes in terms of programme outcomes, course outcomes and programme specific outcomes.

An Activity Proposal form was generated to streamline the college activities in line with NAAC criteria. It was decided that a report by the department was deemed necessary to validate the participation of faculty in various activities for submission for CAS. Feedback assimilated through Student Satisfaction Surveys online.

Detailed presentations on methodologies of operations were made by HoDs to the NAAC peer team visiting the college on 22-23 March 2022. Their valuable feedback provided a benchmark for quality initiatives.

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

<p>6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)</p>	<p>B. Any 3 of the above</p>
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File Description	Documents
Paste web link of Annual reports of Institution	https://carmelcollegegoa.org/wp-content/uploads/2021_22_agar/6/6.5.3/reports_upload.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Carmel College of Arts, Science & Commerce is the only college devoted exclusively for women at the UG level in the state of Goa and the primary focus of the college has always been the safety and welfare of women. The campus is covered by closed circuit TV and cameras. There is a watchman at the main gate and the entry and exit of vehicles is regulated.

Two counsellors are available on campus full-time whom students can approach. Every student is assigned a mentor each academic year. Students may approach the mentor for issues related to academics, administrative procedures (online fees etc) or simple personal issues. If the issue is beyond the purview of the mentor, the mentor recommends the student either with or without a parent approach the counsellor. Only lady faculty members are appointed as mentors.

Washroom facilities In the PG block are segregated for ladies and gents. The UG washrooms are for women exclusively. They are equipped with sanitary pad incinerators, washbasins, soap and are cleaned at least twice a day. The college has a common room and a sick room. Medical kits are available at multiple locations on campus. There is a cooperative store on campus for all the immediate needs of the students - stationery, sanitary and hygiene products, a few packaged snacks, chikki and chocolates.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://carmelcollegegoa.org/geotag/pgallerygps.php?path=AQAR_2021_22_7.1.1

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

B. Any 3 of the above

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

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

All waste on campus is segregated into biodegradable/wet waste; paper; plastic; glass; and e-waste. Glass and e-waste are picked up by a private contractor. A manifest is prepared for the same. The wet waste is composted in pits and bins on the campus. Areas are designated for vermicomposting. The dry waste is collected every Thursday by the local panchayat. Waste from sanitary pad incinerators is disposed off appropriately. E-waste is collected and picked from the campus as an NSS initiative. Faculty and students bring in e-waste from home and it is sold/given to a professional recycling firm.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

A. Any 4 or all of the above

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

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

The college provides a serene and peaceful ambience to foster

learning. It strives to be inclusive in terms of educational opportunities, physical access to classes, and fairness in terms of instruction. All faiths are respected and inter-religious programmes mentored by staff are regularly held. Outreach programmes are encouraged towards the weaker sections of society. Feasts and festivals are celebrated with gusto and provide a platform for synergy across the student community. Several international students make up the fabric of the college and the sharing of language, culture and food habits makes for meaningful sharing. Children from several states in India join Carmel and are at home on campus speaking their own language with friends they make in the college. Observance of national days fosters unity. Several activities conducted by departments on campus encourage students to come forward and participate, understand one another and work together.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

The students and staff of the college observe the constitution of India in letter and spirit. The major days of national importance are observed. The lives of significant national leaders are extolled so that staff and students may be inspired. NSS and NCC volunteer in times of crises. Classes in value education are held with a detailed chart outlining the themes for the semesters.

All campus activities are conducted with adherence to our own code of ethics as well as National development goals. Departments of History & Political Science lead the way in commemoration of days of National importance. The Sisters of the congregation of Apostolic Carmel have days of prayer and obligation which include Independence Day, Republic Day , Goa Liberation Day, and Goa statehood Day among others. A weekly value education class for every student addresses issues regarding secularism, responsible social media use, responsible feminism. Students are encouraged to register themselves on the electoral roll and exercise their franchise and the holding a valid Aadhar card is promoted. An annual interreligious meet is organised and so is an annual visit to the state assembly when in

session.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://carmelcollegegoa.org/wp-content/uploads/2021_22_agar/7/7.1.9/details.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

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

The college conducted several activities of national and international importance. Some of these were Goa Liberation day; Constitution day; Republic day; World Wetlands day; World Pulses day; Mother-tongue day; National Author's day; Hindi week; and Women's day. Several activities like webinars; talks; felicitations; competitions; and chart-making are organized on special days. There was also a guest lecture on the women's reservation bill.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. Title of the Practice: Community Service

Objectives:

i) To cultivate a sense of responsibility among staff and students towards the community.

The Context: Community service towards Nuvem and its surrounding villages has been aimed at healthcare and awareness of healthy and sustainable living practices.

The Practice: Cultivation of values so that students may imbibe ethics and morals that can make them well-rounded, responsible citizens of this country.

Evidence of Success: Turnout to many of the camps and activities organised is evidence of success.

Problems Encountered and Resources Required: Activities required collaborations with legitimate organisations and agencies.

2. Title of the Practice : Work Experience/Internship

Objectives:

Minimum 15 days of remunerative or pro bono work mandatory for every student at least once during their 3year undergraduate course.

The Context : Students can choose to work any place of their choice.

The Practice : Gaining understanding of the real world of work;

appreciation of time management, discipline & teamwork; dealing with multicultural work environments.

Evidence of Success : References from employers; students feel less daunted at subsequent job interviews ; boosts self esteem.

Problems Encountered and Resources Required: Some students were unable to get the work experience due to the pandemic.

File Description	Documents
Best practices in the Institutional website	https://carmelcollegegoa.org/best-practices/
Any other relevant information	https://carmelcollegegoa.org/wp-content/uploads/2021_22_agar/7/7.2.1/rel_doc.pdf

7.3 - Institutional Distinctiveness

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

Our priority will always remain to uplift, empower and educate any young woman who seeks an education here. The vocation, prayer and love of the Management, resourceful and caring faculty and the readily available non teaching staff are all factors that contribute towards the creation of a safe space for young women on this campus. Our sole aim is to liberate young women from the shackles of backwardness and ignorance and to help them to live and stand for the truth always in keeping with the College MOTTO, "Satyameva Mukti Danam" . (Truth is the gift and the giver of freedom).

The spacious and verdant campus ambiance complements receptivity for learning in a relaxed and non-threatening manner for first generation learners. The college has a state-of-the-art sports infrastructure; a Natural History Museum, a Physics Museum, free Wi-fi for all on campus.

We inculcate instudents the aspiration 'the Sky is the limit' and the sisters of Apostolic Carmel Society of Nuvem who manage this tertiary institution can say with full confidence and pride that our students have spread the wings, to all corners of the globe supporting their families financially and have earned laurels for themselves and their Alma Mater.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. Establishment of Innovation and Incubation Center.
2. Proposal of automation of recording usage of facilities (IN / OUT) for Auditorium and Sports Complex. Auditorium to have an additional log book for record purpose only by the teacher.
3. Installation of LED TV in lobby near cooperative store and PG block.
4. A new washroom for men behind the cooperative store.
5. Improvement and expansion of sitting area for canteen.
6. Installation of cleanliness awareness boards.
7. Modernizing all the computer laboratories.
8. Professional Recording Facilities.
9. College policy for differently abled (to achieve 80% coverage of disable friendly campus)