YEARLY STATUS REPORT - 2022-2023

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	Nuvem
• 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. **0822790714**

- 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/2023/01/aqar2021_22.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/AQAR_2022_23/institu_detail/academic_calendar_2022.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   `2`

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   `Yes`

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

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

- If yes, mention the amount

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

`The master plan vision 2026 - templates prepared for easy processing and documentation`

`Took initiative to make arrangement for Buses to ply from Margao and Vasco to the campus`

`E-waste collection drive to be second best practice of college`

`College policy manual revised and policy against sexual harassment of women at work place and policy for differently-abled included`

`Made presentations in various Higher Secondary Schools of South Goa to promote the courses and facilities offered by the college`

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
Initiative to make arrangement for Buses	Two buses from Margao are plying everyday to college
E-waste collection drive	Drive held and awareness created through poster
College policy manual revised	policy against sexual harassment of women at work place and policy for differently-abled included
Certificate Courses	8
Papers Published	10
Seminar and Workshops organised	8
Technology Upgradation	Automation of recording usage of facilities (IN / OUT) for Auditorium, Two LED (Light Emitting Diodes) TV screens, 3 Intelligent Interactive Panels (IIP), Internet bandwidth increased from 20 Mbps to 50 Mbps

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Carmel College Management	16/10/2023

14.Whether institutional data submitted to AISHE

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14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	19/04/2023

15.Multidisciplinary / interdisciplinary

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 in keeping with the mandate of NEP 2020, to increase employability skills, highlight the importance of Indian traditional knowledge, culture and folklore 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 two initiatives. A compulsory sports lecture and a mandatory 15-day period of work experience to be completed by students at least once during their three 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 no 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 participate 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):

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) Carmel college of Arts, Science & Commerce for Women is not registered under ABC.

c) Credit transfer process is not yet established.

d) Faculty has a free hand in the mode of delivery of internal assessments and encourage students to undertake field-based assignments, creative writing, surveys related to the subjects

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 college during academic year 2022. Departments organise skilling add-on courses in soft skills, heritage management, Tally and other accounting/e-commerce processes; hobby courses that can be monetised like gardening, aquariums, mushroom cultivation, food preservation etc whenever expertise is available.

Faculty attended the Masterclasses and FDPs in Banking (2 Asst. professors); Mathematics (2), Experiential Education, Creative Thinking, and Hands-on Pedagogy in the Physical Sciences (6) organised by the Directorate of Higher Education and Goa State Higher Education Council (GSHEC) in order to be prepared for the NEP syllabus requirements.

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 is 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.

d) Enlist the institution's efforts to:

i. Designing a credit structure so that students take at least one vocational course before graduating has not been realised in the Goa University affiliated colleges' curriculum. However concrete steps are being initiated in this direction under the college cluster system that will come into effect from academic year 2023-24.

ii. Whenever available departments invite industry experts to speak, mentor and guide students, especially 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 for faculty and students to interact with 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.

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.

The College invited the Director of HIGHER Education Shri Prasad Lolyekar to present the NEP 2020 roadmap on 11th October 2022.

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

Teaching in regional languages is not undertaken for regular classes at the moment.

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 (wreath) making, Caju (cashew) Fest, Rangoli, star making competitions 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 as the medium of instruction right now is English. 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. Independence and Republic Day sees

enthusiastic participation with dances, songs and skits staged on patriotic themes. Mandala Art, Mehendi, making eco-friendly costume jewelery is practiced by our talented students. Students are provided a platform not only to practice these but also present business plans and monetise their art and craft skills.

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. Students, ex-students and their families sometimes have a sale of homemade traditional Goan sweets, desserts and snacks.

e) Teaching Indian Language, culture is not undertaken in any formally articulated process. In view of NEP this is being considered. Three senior faculty members attended the online seminar conducted by DHE towards this effort, in keeping with the NEP mandate to ensure an Indic approach to the syllabus.

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:

Distance education/online education is not permitted to be conducted by colleges affiliated to Goa University. However, some faculty maintain Google classrooms and chat rooms for filing in and delivering e-content, assignments on digital story-telling and blogs. Blended Learning initiatives aid in posting 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.

a) 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. Possibilities of offering vocational courses through ODL mode in the institution are being explored.

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 three different places and important notices, announcements and information is delivered through them. The college is now equipped with three smart boards/interactive panels. Annual infrastructure upgrades are undertaken to keep the campus technologically updated, relevant, safe and aesthetically pleasing. The college maintains an Instagram account and a YouTube channel called Carmel Live.

Extended Profile

1.Programme

1.1   **464**

Number of courses offered by the institution across all programs

during the year

File Description	Documents
Data Template	View File

2.Student

2.1   **1206**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2   **303**

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

File Description	Documents
Data Template	View File

2.3   **417**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **86**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **87**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**464**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**1206**

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	**303**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**417**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**86**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	87

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)	90.6803
4.3 Total number of computers on campus for academic purposes	169

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 has been the precursor in 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 e-content in their respective subjects (i.e., DISHTAVO – a dedicated YouTube channel of DHE), wherein the faculty prepared e-content for their curriculum and presented it via video lectures. Since Konkani is the vernacular language of Goa, the same modules were re-recorded in Konkani by the respective faculty members.

In preparation for the National Education Policy 2020 (NEP,

2020), all the faculty members were actively involved in drawing up the road map and discussing the implementation of the policy. The Board of Studies (BOS) was also instrumental in conducting workshops and meetings with the stakeholders to draft the syllabi of their respective subjects.

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/AQAR_2022_23/1/1.1.1/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 college chooses best suitable dates for the ISA (Inter Semester Assessment). The academic calendar is published at the beginning of year, all stakeholders are aware of the exam dates as per the schedule provided by Goa University.College conducts two Intra Semester Assessments per subject. The dates for the submission of the assessments are informed to the students in advance. For the first ISA, students are given practical, field based assignments, group presentations, preparation of business plan, cost sheet, role plays, monologues, open book tests,quizzes, documentary making, creative writing, videos, book reviews, the given assignments may require them to develop questionnaires, conduct surveys and experiments and an analysis of their results. The second ISA is an objective ISA where students are given MCQ's and objective questions . The college examination committee publishes an ISA timetable for the second ISA and the same is displayed to the students. To ensure no errors, question papers are checked by the HOD. Internal marks are conveyed to

the students within a week. A third ISA is conducted for those
students who for genuine reasons miss out on an ISA. At the end
of each semester an SEE (Semester End Examination) is conducted
for the first and second year students, as per the guidelines
laid down by the concerned BOS of each subject. The third year
students answer the university question paper.Continuous
evaluation and assessments are also done for project work and
internal Viva.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/1/1.1.2/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 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

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

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)

8

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

196

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

Professional Ethics:College through its various departments orients students to scan business environment, influence of socio-cultural, economic and political factors on international levels; with deeper understanding of Constitution of India-Preamble, Features, Fundamental Rights, Directive Principles and Union - StateReations, Critical elements of political

environment; Government and business and other crucial professional arenas are covered.

Gender:Matters concerning adolescent girls are of grave concern and priority to the institution.Activities organised include movie screenings and watching women-oriented films addressing themes like patriarchy, feminism, gender disparity, social, legal and cultural approaches towards marriage, domestic abuse.

Human Values: College has a weekly value education lecture, to inculcate universal human values. Some of the topics included under its ambit are focus on core human values; understanding the personality and emotions of others within a cultural context; understanding oneself in interaction with diverse cultures; development of empathy, genuineness, acceptance, honesty, understanding and silence; respect for people's rights and dignity.

Environment and Sustainability:College ensures awareness of the environment is created among the students through class room teaching along with film, drama, poetry, stories depicting environmental issues; importance of flowers, vegetables, birds and animals in folklore; current issues pertaining to the environment and so on.

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

448

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni   **A. All of the above**

File Description	Documents
URL for stakeholder feedback report	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/1/1.4.1_1.4.2/reports.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/AQAR_2022_23/1/1.4.1_1.4.2/reports.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

1206

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

303

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

The faculty has implemented various strategies to support the progress of advanced learners and help them reach higher levels of achievement. These strategies include:

• Encouraging students to enroll in online courses offered through platforms like Swayam, Coursera, etc.

• Inspiring students to present at seminars, participate in group discussions, and develop effective questioning techniques to build confidence. Additionally, conducting informal assessments and providing challenging opportunities.

• Exposing students to National and International Research Events and fostering regular interaction with academic, industrial, and subject expertise.

• Supporting students in presenting research papers at seminars and conferences, as well as engaging in intercollegiate events such as quiz competitions and debates to enhance critical thinking, problem-solving, and presentation skills.

Slow learners

• Arranging extra instructional sessions for students requiring additional support.

• Providing guidance and support through counseling and mentoring to help students overcome challenges.

• Sharing recorded lectures and supplementary resources via links.

- **Faculty members are willing to use the local language to simplify the content for students who need it.**

- **Assigning more practice problems for better understanding.**

- **Supplying ample reading materials to enhance their knowledge.**

- **Allowing students to meet teachers outside of class hours for clarification of doubts.**

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
1206	87

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

Experiential learning:

- **Students actively participated in internships to gain practical experience in their respective fields.**

- **Eminent experts from industry and academia were invited as guest lecturers to share their knowledge and insights.**

- **Students were encouraged to file Right to Information (RTI) applications with different government departments, providing them with firsthand experience of the RTI process. This activity was incorporated into their curriculum.**

- **Within the framework of the affiliated system, various departments of the college assigned project work to students,**

allowing them to engage in hands-on experiential learning.

• Students were introduced to understanding and solving case studies, enabling them to develop problem-solving skills and draw meaningful conclusions through experiential learning.

Participative learning

• Interactive class seminars are conducted to promote discussion and deeper understanding of the subject matter.

• Group discussions are organized to encourage collaborative learning and exchange of ideas among students.

• Students are appointed as members of various committees, providing them with responsibilities that foster organizational skills and abilities.

• Students are encouraged to participate in mock parliament sessions to enhance their socio-political awareness.

• The college's environment protection club promotes ecological awareness among students, emphasizing the importance of environmental conservation.

Problem solving methodologies via:

  • Taking up TY Projects to help develop research skills.
  • Environment Studies evaluation through case studies, local area/state level environmental problems.
  • Community Outreach Programmes
  • 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

Our teachers are highly efficient in using the modern teaching aids, technological equipment along with traditional lecture method. Quiz, tests, group discussion, class-room seminars,

audio-visual aids are efficiently used to make teaching effective. These innovative techniques have helped us to make the learning experience of students effective, enjoyable, attentive, interactive, and communicative through these difficult times of COVID-19 pandemic.

ICT tools and resources used:

- Computers, LCDs, Wi-Fi enabled classrooms
- Use of Google classroom-a platform for online teaching & learning process,
- Use of google meet for online classroom teaching
- Use of writing tab for convenient writing of chemical equations, long derivations, chemical reaction-mechanism, drawing diagrams (relevant to the topic).
- Software such as SPSS, AMOS are also 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.
- Students are encouraged to access digital library, online courses and DISHTAVO (an initiative of DHE, Government of Goa).
- Lectures are supplemented with presentations using Microsoft PowerPoint software.
- Students were encouraged to refer to e-books, research papers for self-learning.
- Students were also encouraged to give short presentations using smart board.

ISAs were conducted by making use of Google forms, and assignments were uploaded in the classroom.

File Description	Documents
Upload any additional information	[View File](#)
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

66

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

87

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

21

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

812

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.

There are two Intra Semester Assessments per course persemester. Each ISA carries 10 marks. The first ISA is an assignment and second ISA is an objective paper.

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

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 for the same.

The Examination committee decides the dates for the conduct of internal examinations with due consultation of all HODs and the Principal and the time table is prepared. The HOD take stock of syllabus covered in different papers and accordingly question papers/assignments are finalised by different departments, in a confidential manner. The internal examinations are managed by the department themselves.

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

Question papers for Internal Examinations and semester end examinations, are kept confidentially.Examinations are conducted in a fair manner which does not give any scope to any kind of grievance. 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	carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/2/2.5.1/exam_policy.pdf

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 making an application 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 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, as well as end semester examinations, are kept confidentially. The timetable for internal examinations is prepared by Examination committee and the same for end semester examinations. 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 visitthe examination halls when students are answering.

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	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/2/2.5.2/rel_inf.pdf

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 heterogenity 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.

For academic assessments the college follows both formative and summative approaches as prescribed by the University.

File Description	Documents
Upload any additional information	View File
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 progresswith parents.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/2/2.6.2/POs_eval.pdf

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

307

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/AQAR_2022_23/2/2.6.3/pass_per.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/AQAR_2022_23/2/2.7.1/SSS_2022_23.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)

0

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	NIL

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 eco system.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/AQAR_2022_23/3/3.2.1/research_policy.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

2

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

10

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - 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

9

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 programs of the college reflect the institution's commitment to fostering community engagement, promoting social responsibility beyond the boundaries of the campus. Various departments, cells and committees conduct activities that help students to become aware of community issues, to reflect on them and to serve the community in sincerity, humility and integrity.

Various disciplines such as Economics, Commerce, Psychology, Konkani, Botany, Chemistry, History and Zoology integrate societal, environmental, human and ethical values in their course curriculum and extend them to research on the local issues and to reach out to communities through extra-curricular and extension activities. Cells and Clubs such as the NSS, Environmental Protection Club, Women's Cell, Consumer Welfare Cell, NCC, Value Education Cell, and Institution Innovation Cell aim to sensitize students on societal needs and to foster servant leadership and charitable attitude.

The target beneficiaries are local households, local communities

and local ecology. Recent activities have focused on environmental sensitization and conservation, mental health and overall well-being, vocational skill development, preventive health care, blood and organ donation, ethical conduct and outreach to the poor and needy.

Days of National and International importance are commemorated with activities to create awareness, to instil a sense of responsibility and national pride.

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

22

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

1781

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

4

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

6

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:

The College has 24 classrooms in the under-graduate block and 7 classrooms in the Postgraduate block. All the classrooms are well-ventilated, spacious and well lit.. All the classrooms are 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. At the undergraduate level, there are three computer laboratories.

The Post Graduate Block has 3 Computer Laboratories, one for each of the Masters Programmes (M.Sc., M.Com, and M.A.), and 4 for MSc Food Technology. Technology/Microbiology/Instrumentation Laboratories required for the conduct of practicals in M.Sc. Food Technology.

Library:

The college library has a collection of 39,539 books, 25

magazines and 16 journals. It subscribes to the Inflibnet database with access to 25,000 journals.Wi- Fi and internet services are also provided.

Others:

The college has a media room managed by the English department. The Botany Department maintains a shade house used for the propagation of Orchids and Anthuriums cultivation. The Botanical garden provides live plant specimens for practicals. The Zoology and Botany departments maintain 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/AQAR_2022_23/4/4.1.1/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 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 which has weights, a treadmill, a training cycle, yoga mats, a bench press. 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. The college has a football ground with flood light for day / night matches and a walking track around the football ground. It also has a tennikoit court.

The college has an air-conditioned auditorium with various musical instruments (folk and modern), costumes and a professional public address system. The auditorium is also the preferred venue for events like seminars, inter-collegiate activities, Teachers' Day, Farewell Day, Friendship Day. The auditorium is used for department-related activities, singing competition by Carmelex, an annual inter-religious programme for

staff and the students. A general assembly is held in the auditorium 4-5 times each semester. The auditorium is also used for community gatherings like a health talk or community health camp.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/4/4.1.2/add_inf.pdf](#)

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

33

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)

31.1763

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 new Web-based Library Management System 'LIBSYS 10' provides a greatly enhanced user experience through value-added features and services. LIBSYS 10 is built on international standards and open technologies, i.e. JAVA. It covers Acquisition, Cataloguing, Circulation, Serials, Articles indexing, E-Books, Dean and Vendor Portals along with an Enriched OPAC. It has a powerful and user-friendly WEB-OPAC along with Windows-based Page 35/66 09-08-2023 10:00:29 Annual Quality Assurance Report of CARMEL COLLEGE OF ARTS, SCIENCE AND COMMERCE FOR WOMEN 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)

6.11

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

134

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

The institution has two internet leased lines, one for undergraduate and postgraduate of 50Mbps (upgraded from 20Mbps) and 5Mbps respectively. Internet connectivity is monitored by Sophos Next-Gen XGS Hardware Appliance 2100HW firewall, which has been upgraded to support 200 to 300 concurrent users. Dual-

band Access Point (AP) with 802.11ac Wave2 technology has been installed in the college auditorium which is powered by a POE network switch. Endpoint clients are managed and updated with Seqrite Endpoint Security Business Edition antivirus. CCTV NVR has been upgraded from 32 Channel to 64 channel to accommodate more cameras. Footfalls facility has been set up to monitor the usage of the college auditorium by the student and the faculty members. The record of entry and exit of users in the auditorium is electronically captured by QR/Barcode reader. An inhouse portal has been developed to access the footfalls data and generate reports for the same. Two LED panels are installed to display informative notices, posters.

A total of two Interactive Intelligent Panels (IIP) have been installed in the classrooms. A total of 22 MS Office LTSC Standard 2021 licenses were purchased for computers installed in the laboratory. Legacy network cables were also upgraded to CAT6 standard.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/4/4.3.1/it_upgrade.pdf

4.3.2 - Number of Computers

169

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

90.6803

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 Classroom is 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/AQAR_2022_23/4/4.4.2/policy_upload.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

101

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

115

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/5/5.1.3/5.1.3_add_inf.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

414

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

414

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

13

File Description	Documents
Self-attested list of students placed	*View File*
Upload any additional information	*View File*
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

122

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.

24

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 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 co curricular 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 sports arena, students not only organize inter-class tournaments but also actively participate 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/AQAR_2022_23/5/5.3.2/student_council_activities.pdf
Upload any additional information	View File

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

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

26

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 association hosts the much awaited Voice of Carmel on the 14th of February every year. Besides this fundraisers are organized for the assocaition.

File Description	Documents
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/5/5.4.1/5.4.1_upload.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

Governance is democratic, cooperative and collaborative. Management is open to suggestions and participation from faculty, administrative staff, multi-tasking staff and other stakeholders especially alumni and parent teacher association members in decision making.Thus in keeping with the policies and plans, the Manager of the College along with the Officiating Principal who is the member of the management, 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.

PARTICIPATION OF TEACHERS:

Principal forms various committees and assigns responsibilities. Regular meetings are held of various committees which comprise of faculty members, non-teaching staff where necessary and student representation.Annual plan of action is drawn by the departments.Academic Calendar is prepared at the beginning of the year by incorporating and later adding of the activities. PTA, Alumni, and other stakeholders also play an important role in the decision making of the institution. Master Plan was designed keeping in mind the NAAC Grade and CGPA score along with the criteria for NIRF.

File Description	Documents
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/6/6.1.1/apo_policy.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.

Beginning of the every academic year, prayer service is conducted. The Officiating Principal in her inaugural address reminds the employees of the vision, mission and the values to be lived and practiced. 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 and creative 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. Digitalization of notices and proposals is also initiated during this academic year. On the whole, decentralization and participation is the norm in which the institution usually functions.

Activities are conducted by the institution keeping in mind the 5 year Master Plan.

Committees

The Principal in consultation with the administrative staff forms various committees .The coordinators of each committee are given responsible freedom to conduct academic, co-curricular and extra-curricular activities for the holistic development of the students after obtaining the approval of the Principal.

File Description	Documents
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/2023/08/MASTER-PLAN-VISION-2026.docx.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

According to the Institutional Strategic Plan, the following is effectively deployed

- Automation of recording usage of facilities (IN / OUT) for Auditorium
- Increase in brightness of corridors by installing new led lights
- In order to facilitate better communication and upgrade ICT facility, quite a few additions of electrical devices and gadgets is done. Two LED (Light Emitting Diodes) TV

screens are installed, one in UG block and one in PG block. To improvise teaching learning three Intelligent Interactive Panels (IIP) are fixed, two in UG block and one in PG block.

- A new washroom for men behind the cooperative store.
- Provision of surveillance monitoring with the security at the gate.
- The college has increased the internet bandwidth from 20 Mbps to 50 Mbps so that internet connectivity is improved and Wi-fi facility is strengthened.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/6/6.2.1/add_inf.pdf
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 Faulty 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 Postgraduationsection- MA, MCom,M.Sc. Librariran 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	https://carmelcollegegoa.org/wp-content/uploads/2023/07/carmel_college_policies.pdf
Link to Organogram of the institution webpage	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/6/6.2.2/organization_chart.pdf
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

FINANCIAL HELP GIVEN TO THE STAFF AND STUDENTS OF CARMEL COLLEGE OF ARTS, SCIENCE AND COMMERCE FOR WOMEN

Sr. No.

Particulars

Amount

1.

Mr. Dignesh D. Gaude -

27346

2.

Ms. Sakshi Shukla

14000

3.

Mr. Saish S. Toraskar

56832

4.

Ms. Afrin Hawaldar

5020

5.

Ms. Aliya Khaleel

4520

6.

Ms. Pooja Kumari Mahto

2500

7.

Ms. Sibal Rego

2500

TOTAL

112718

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

18

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

15

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	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/6/6.3.5/add_inf.pdf
Upload any additional information	No File Uploaded

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

1) Financial Audit by M/s N. T. Mathew & Co.

Every year the internal financial audit is conducted during the month of April or May where the Auditors scrutinize the accounts in detail and any enquiries if arise are clarified by the accountants of the college. Once the accounts are approved by the auditors, the financial statement is submitted to the Principal. The Principal then places the audited statement before the Carmel Society of the management for scrutiny and appraisal. It is then filed in the college.

2) Financial audit is also conducted by the Provincial Bursar; the books are scrutinized minutely and approved. The accountants are also guided by her as per the requirement of the management

and congregation.

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)

1.04

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
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 - minimum**
- **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 along with theQuotations of the companies to the Principal.Comparative Study of the quotations is done by the Principal, HoD andAccountant. AfterScrutiny the order is placed and payment made.**

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

a) Initiative to make arrangements for buses to ply from Margoa and Vasco to the College.

Based on the suggestions by the NAAC Peer team and students feedback, the IQAC took the initiative to make arrangements for buses to ply from Margao and Vasco to the campus.

Two bus owners who ply from Margao were contacted and they agreed to bring our students to the campus every morning. Regular announcements giving the information of the bus names and their timings were made on the intercom and also displayed on the LED screen for a week.

An initiative was taken to arrange a bus from Vasco. A letter requesting for the same was sent to the transport minister.

b) Visit to Higher Secondary schools

The faculty of various departments of the college were requested to visit the higher secondary schools in South Goa to promote the courses, facilities offered by our college. Through power point presentations the faculty explained the scope of their subjects and the advantages of taking admissions in our college.

The faculty visited the following schools: Carmel Higher Secondary, Nuvem, Fr Agnel Multipurpose Higher Secondary school,Verna, St Mary's School, Varca, and Guardian Angel Higher Secondary school, Savordem

File Description	Documents
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/6/6.5.1/bus.pdf
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 Master plan 'VISION 2026' was drafted keeping in mind the NAAC, NEP and NIRF ranking. Templates were prepared and made available for easy processing and documentation for the following - Activity form, Mentor form, Template for Attendance for guest lectures and workshops/seminars and E-certificates for any programmes or events organized.

All the activities conducted by the departments have to get approved by the principal by sending a activity/proposal form which contains the nature of activity, its objectives and the beneficiaries. Through this, IQAC reviews the activities of the departments keeping in mind the 5 year master plan.

Faculty are encouraged to promote research in their fields during staff meetings. A a research and innovative cell has been formed for the same. Each department is expected to publish at least two papers every year.

Mentoring forms have been created to keep track of the background of students, their academic records and so on.

All departments are encouraged to organise seminars/workshops, conduct certificate courses and create linkages with industries and associations for practical exposure.

File Description	Documents
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/2023/08/MASTER-PLAN-VISION-2026.docx.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/6/6.5.3/add_inf_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 a college exclusively for women at the UG level in the state of Goa. The primary focus of the college has always been the safety, and welfare and development 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. Only lady faculty members are appointed as mentors. Students may approach the mentor for issues related to academics, administrative procedures (online fees etc) or various personal issues. If the issue is beyond the purview of the mentor, the mentor recommends the student either with or without a parent to approach the counsellor.

Washroom facilities in the PG block are segregated for ladies and gents. The washrooms are equipped with sanitary pad incinerators, washbasins, soap and are cleaned at least twice a day. There is a separate gents washroom for the UG staff and visitors. In the PG block, the male students and staff have a dedicated washroom as well.

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, packaged snacks 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/pgalleryqps.php?path=AQAR_2022_23_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 waste is given for scrap. The wet waste is composted in pits and bins on the campus. 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. A manifest is prepared for the same. Faculty and students bring in e-waste from home and it is sold/given to a professional recycling firm. Hazardous chemical wastes are neutralized using different chemical methods and then disposed off. The college does not generate radioactive waste.

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:

B. Any 3 of the above

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

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

A. Any 4 or all of the above

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	[View File](#)
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 accepts admissions from all, with no bar on caste, creed or financial background. Students are encouraged to coexist in a safe and harmonious environment respecting each other's beliefs. Even when there are issues elsewhere which cause student unrest, our management and staff exercise vigilance to see that the college atmosphere is not vitiated. Inter-faith exercises are held on campus to deepen one's understanding of the diversity of India. Independence day and Republic day are observed with great pride to inculcate a spirit of loyalty to the country. Students make digital stories of their regional festivals and share them with the class and elsewhere. Holidays to celebrate the Indian festivals provide the opportunity for the students to mingle and partake in the joy of their friends. Students travel for field trips within the state and outside it to broaden their mind and sample the culture of another state or country. During times of crises volunteers reach out to the needy and try to help them.

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 college's faculty and staff uphold the word and spirit of the Indian Constitution. The significant days of national significance are observed. The lives of notable national leaders are lauded in order to motivate faculty and students. When a crisis strikes, NSS and NCC volunteer. A thorough chart summarizing the themes for the semesters is used in value education classes. All campus activities are carried out in accordance with our own code of ethics and national development objectives. In honoring important national holidays, the history and political science departments take the lead. Days of prayer and responsibility for the Sisters of the Apostolic Carmel Congregation include Independence Day, Republic Day, Goa Liberation Day, and Goa Statehood. In order to educate and empower the teaching and non-teaching personnel in uplifting the institution and fostering growth and development toward the welfare of every individual, activities and sessions are held for both groups.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/7/7.1.9/report.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

A. All 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	[View File](#)
Any other relevant information	[View File](#)

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

The college observed State, National and International days. Some of these were Goan Opinion Day, Constitutional Day, Peace Day, National Mathematics Day, National Science Day, National Mental Health week, National Wildlife Week, International Animal Day, Tiger Day, World Wildlife Day,Inclusion of Konkani in the 8th schedule of the constitution, World Poetry Day, World Konkani Day. Activities like Quiz, Talks, Cultural Programs, article writing, poetry writing, face painting, movie screening, doodle art competitions, inter-collegiate competitions, Mangrove walk, Flash Mobs, book exhibitions, poster making, video making, street play and model making.

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.

Title of the Practice

E-Waste collection.

Objectives of the Practice

To sensitize the students towards this issue as technology will be a part of their lives always.

The Context

Separate bins and a space for E-waste and an organization/group to lift the collected waste from the college premises.

The Practice

E-waste collection and disposal at Carmel College has been taken up by the Environment Protection Club(EPC) and The NSS.

Evidence of Success

Collaboration with Global e-waste management System for e-waste disposal.150.2 kgs of e-waste collected from the campus during the year.

Problems Encountered and Resources Required

Constant announcements, notices and messages on the digital boards and via posters had to made.

Title of the Practice: Work experience/ Internship.

Goal:,To give students a practical knowledge from a realistic view of the work world and also help them in making proper career decisions.

The Context: The institution hands out a letter to the employer stating the authenticity of the students request .

The Practice: The young women students gain an understanding of the demands of real work world.

Evidence of Success: References from their employers have helped students with their interviews at jobs and even at post graduate entry.

File Description	Documents
Best practices in the Institutional website	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/7/7.2.1/best_practices_website_2022_23.pdf
Any other relevant information	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/7/7.2.1/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

The priority of Carmel College is to uplift, empower and educate any young woman who seeks an education here. In the year 2022-23, a large no of students' families were facing serious financial crises. Some due to loss of income in the after math of the Covid period, others because they hail from financially weaker sections of society. For those of our students who show sincerity towards their studies, the college management and faculty joined hands in commitment to prevent any drop outs due to inability to pay fees. This is done irrespective of gender, religion or community. Further, the management, has also provided finance for the families of some students to buy provisions and necessities so they may be able to afford basic nutrition, hygiene and health. In addition to this, faculty members have paid term and examination fees for many students. This is not recorded as faculty generally prefer to give/sponsor anonymously. This initiative in keeping with the vision and mission of Carmel College we feel, is also wholly in the spirit of the management mandate to uplift local communities through higher education.Finally, this initiative is in synergy with the national development goals of our country.

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 has been the precursor in 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 e-content in their respective subjects (i.e., DISHTAVO – a dedicated YouTube channel of DHE), wherein the faculty prepared e-content for their curriculum and presented it via video lectures. Since Konkani is the vernacular language of Goa, the same modules were re-recorded in Konkani by the respective faculty members.

In preparation for the National Education Policy 2020 (NEP, 2020), all the faculty members were actively involved in drawing up the road map and discussing the implementation of the policy. The Board of Studies (BOS) was also instrumental in conducting workshops and meetings with the stakeholders to draft the syllabi of their respective subjects.

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/AQAR_2022_23/1/1.1.1/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 college chooses best suitable dates for the ISA (Inter Semester Assessment). The academic calendar is published at the beginning of year, all stakeholders are aware of the exam dates as per the schedule provided by Goa University.College conducts two Intra Semester Assessments per subject. The dates for the submission of the assessments are informed to the students in advance. For the first ISA, students are given practical, field based assignments, group presentations, preparation of business plan, cost sheet, role plays, monologues, open book tests,quizzes, documentary making, creative writing, videos, book reviews, the given assignments may require them to develop questionnaires, conduct surveys and experiments and an analysis of their results. The second ISA is an objective ISA where students are given MCQ's and objective questions . The college examination committee publishes an ISA timetable for the second ISA and the same is displayed to the students. To ensure no errors, question papers are checked by the HOD. Internal marks are conveyed to the students within a week. A third ISA is conducted for those students who for genuine reasons miss out on an ISA. At the end of each semester an SEE (Semester End Examination) is conducted for the first and second year students, as per the guidelines laid down by the concerned BOS of each subject. The third year students answer the university question paper.Continuous evaluation and assessments are also done for project work and internal Viva.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/1/1.1.2/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 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	**B. Any 3 of the above**

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

1.2 - Academic Flexibility

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

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

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)

8

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

196

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

Professional Ethics:College through its various departments orients students to scan business environment, influence of socio-cultural, economic and political factors on international levels; with deeper understanding of Constitution of India-Preamble, Features, Fundamental Rights,

Directive Principles and Union - StateReations, Critical elements of political environment; Government and business and other crucial professional arenas are covered.

Gender:Matters concerning adolescent girls are of grave concern and priority to the institution.Activities organised include movie screenings and watching women-oriented films addressing themes like patriarchy, feminism, gender disparity, social, legal and cultural approaches towards marriage, domestic abuse.

Human Values: College has a weekly value education lecture, to inculcate universal human values. Some of the topics included under its ambit are focus on core human values; understanding the personality and emotions of others within a cultural context; understanding oneself in interaction with diverse cultures; development of empathy, genuineness, acceptance, honesty, understanding and silence; respect for people's rights and dignity.

Environment and Sustainability:College ensures awareness of the environment is created among the students through class room teaching along with film, drama, poetry, stories depicting environmental issues; importance of flowers, vegetables, birds and animals in folklore; current issues pertaining to the environment and so on.

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

448

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/1/1.4.1_1.4.2/reports.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/AQAR_2022_23/1/1.4.1_1.4.2/reports.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

1206

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
303

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

The faculty has implemented various strategies to support the progress of advanced learners and help them reach higher levels of achievement. These strategies include:

• Encouraging students to enroll in online courses offered through platforms like Swayam, Coursera, etc.

• Inspiring students to present at seminars, participate in group discussions, and develop effective questioning techniques to build confidence. Additionally, conducting informal assessments and providing challenging opportunities.

• Exposing students to National and International Research Events and fostering regular interaction with academic, industrial, and subject expertise.

• Supporting students in presenting research papers at seminars and conferences, as well as engaging in intercollegiate events such as quiz competitions and debates to enhance critical thinking, problem-solving, and presentation skills.

Slow learners

• Arranging extra instructional sessions for students requiring additional support.

• Providing guidance and support through counseling and mentoring to help students overcome challenges.

- **Sharing recorded lectures and supplementary resources via links.**

- **Faculty members are willing to use the local language to simplify the content for students who need it.**

- **Assigning more practice problems for better understanding.**

- **Supplying ample reading materials to enhance their knowledge.**

- **Allowing students to meet teachers outside of class hours for clarification of doubts.**

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
1206	**87**

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

Experiential learning:

- **Students actively participated in internships to gain practical experience in their respective fields.**

- **Eminent experts from industry and academia were invited as guest lecturers to share their knowledge and insights.**

- **Students were encouraged to file Right to Information (RTI) applications with different government departments, providing them with firsthand experience of the RTI process. This**

activity was incorporated into their curriculum.

• Within the framework of the affiliated system, various departments of the college assigned project work to students, allowing them to engage in hands-on experiential learning.

• Students were introduced to understanding and solving case studies, enabling them to develop problem-solving skills and draw meaningful conclusions through experiential learning.

Participative learning

• Interactive class seminars are conducted to promote discussion and deeper understanding of the subject matter.

• Group discussions are organized to encourage collaborative learning and exchange of ideas among students.

• Students are appointed as members of various committees, providing them with responsibilities that foster organizational skills and abilities.

• Students are encouraged to participate in mock parliament sessions to enhance their socio-political awareness.

• The college's environment protection club promotes ecological awareness among students, emphasizing the importance of environmental conservation.

Problem solving methodologies via:

- Taking up TY Projects to help develop research skills.
- Environment Studies evaluation through case studies, local area/state level environmental problems.
- Community Outreach Programmes
- 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

Our teachers are highly efficient in using the modern teaching aids, technological equipment along with traditional lecture method. Quiz, tests, group discussion, class-room seminars, audio-visual aids are efficiently used to make teaching effective. These innovative techniques have helped us to make the learning experience of students effective, enjoyable, attentive, interactive, and communicative through these difficult times of COVID-19 pandemic.

ICT tools and resources used:

- Computers, LCDs, Wi-Fi enabled classrooms
- Use of Google classroom-a platform for online teaching & learning process,
- Use of google meet for online classroom teaching
- Use of writing tab for convenient writing of chemical equations, long derivations, chemical reaction-mechanism, drawing diagrams (relevant to the topic).
- Software such as SPSS, AMOS are also 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.
- Students are encouraged to access digital library, online courses and DISHTAVO (an initiative of DHE, Government of Goa).
- Lectures are supplemented with presentations using Microsoft PowerPoint software.
- Students were encouraged to refer to e-books, research papers for self-learning.
- Students were also encouraged to give short presentations using smart board.

ISAs were conducted by making use of Google forms, and assignments were uploaded in the classroom.

File Description	Documents
Upload any additional information	View File
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

66

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

87

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

21

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

812

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.

There are two Intra Semester Assessments per course persemester. Each ISA carries 10 marks. The first ISA is an assignment and second ISA is an objective paper.

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

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 for the same.

The Examination committee decides the dates for the conduct of internal examinations with due consultation of all HODs and the Principal and the time table is prepared. The HOD take stock of syllabus covered in different papers and accordingly question papers/assignments are finalised by

different departments, in a confidential manner. The internal examinations are managed by the department themselves.

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

Question papers for Internal Examinations and semester end examinations, are kept confidentially.Examinations are conducted in a fair manner which does not give any scope to any kind of grievance. 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	[carmelcollegegoa.org/wp-content/uploads /AQAR_2022_23/2/2.5.1/exam_policy.pdf](#)

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 making an application 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 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, as well as end semester examinations, are kept confidentially. The timetable for internal examinations is prepared by Examination committee and the same for end semester examinations. 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 visitthe examination halls when students are answering.

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	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/2/2.5.2/rel_inf.pdf

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 heterogenity 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.

For academic assessments the college follows both formative and summative approaches as prescribed by the University.

File Description	Documents
Upload any additional information	[View File]
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 progresswith parents.

File Description	Documents
Upload any additional information	[View File]
Paste link for Additional information	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/2/2.6.2/POs_eval.pdf

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

307

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/AQAR_2022_23/2/2.6.3/pass_per.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/AQAR_2022_23/2/2.7.1/SSS_2022_23.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)

0

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	NIL

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 eco system.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/AQAR_2022_23/3/3.2.1/research_policy.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

2

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	<u>NIL</u>
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

10

File Description	Documents
Any additional information	<u>View File</u>
List of research papers by title, author, department, name and year of publication (Data Template)	<u>View File</u>

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

9

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 programs of the college reflect the institution's commitment to fostering community engagement, promoting social responsibility beyond the boundaries of the campus. Various departments, cells and committees conduct activities that help students to become aware of community issues, to reflect on them and to serve the community in sincerity, humility and integrity.

Various disciplines such as Economics, Commerce, Psychology, Konkani, Botany, Chemistry, History and Zoology integrate societal, environmental, human and ethical values in their course curriculum and extend them to research on the local issues and to reach out to communities through extra-curricular and extension activities. Cells and Clubs such as the NSS, Environmental Protection Club, Women's Cell, Consumer Welfare Cell, NCC, Value Education Cell, and Institution Innovation Cell aim to sensitize students on societal needs and to foster servant leadership and charitable attitude.

The target beneficiaries are local households, local communities and local ecology. Recent activities have focused on environmental sensitization and conservation, mental health and overall well-being, vocational skill development, preventive health care, blood and organ donation, ethical conduct and outreach to the poor and needy.

Days of National and International importance are commemorated with activities to create awareness, to instil a sense of responsibility and national pride.

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

22

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

1781

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

4

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

6

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:

The College has 24 classrooms in the under-graduate block and 7 classrooms in the Postgraduate block. All the classrooms are well-ventilated, spacious and well lit.. All the classrooms are 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. At the undergraduate level, there are three computer laboratories.

The Post Graduate Block has 3 Computer Laboratories, one for each of the Masters Programmes (M.Sc., M.Com, and M.A.), and 4 for MSc Food Technology. Technology/Microbiology/Instrumentation Laboratories required for the conduct of practicals in M.Sc. Food Technology.

Library:

The college library has a collection of 39,539 books, 25 magazines and 16 journals. It subscribes to the Inflibnet database with access to 25,000 journals.Wi- Fi and internet services are also provided.

Others:

The college has a media room managed by the English department. The Botany Department maintains a shade house used for the propagation of Orchids and Anthuriums cultivation. The Botanical garden provides live plant specimens for practicals. The Zoology and Botany departments maintain 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/AQAR_2022_23/4/4.1.1/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 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 which has weights, a treadmill, a training cycle, yoga mats, a bench press. 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. The college has a football ground with flood light for day / night matches and a walking track around the football ground. It also has a tennikoit court.

The college has an air-conditioned auditorium with various musical instruments (folk and modern), costumes and a professional public address system. The auditorium is also the preferred venue for events like seminars, inter-collegiate activities, Teachers' Day, Farewell Day, Friendship Day. The auditorium is used for department-related activities, singing competition by Carmelex, an annual inter-religious programme for staff and the students. A general assembly is held in the auditorium 4-5 times each semester. The auditorium is also used for community gatherings like a

health talk or community health camp.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/4/4.1.2/add_inf.pdf](#)

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

33

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)

31.1763

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 new Web-based Library Management System 'LIBSYS 10' provides a greatly enhanced user experience through value-added features and services. LIBSYS 10 is built on international standards and open technologies, i.e. JAVA. It covers Acquisition, Cataloguing, Circulation, Serials, Articles indexing, E-Books, Dean and Vendor Portals along with an Enriched OPAC. It has a powerful and user-friendly WEB-OPAC along with Windows-based Page 35/66 09-08-2023 10:00:29 Annual Quality Assurance Report of CARMEL COLLEGE OF ARTS, SCIENCE AND COMMERCE FOR WOMEN 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)

6.11

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

134

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

The institution has two internet leased lines, one for undergraduate and postgraduate of 50Mbps (upgraded from 20Mbps) and 5Mbps respectively. Internet connectivity is

monitored by Sophos Next-Gen XGS Hardware Appliance 2100HW firewall, which has been upgraded to support 200 to 300 concurrent users. Dual-band Access Point (AP) with 802.11ac Wave2 technology has been installed in the college auditorium which is powered by a POE network switch. Endpoint clients are managed and updated with Seqrite Endpoint Security Business Edition antivirus. CCTV NVR has been upgraded from 32 Channel to 64 channel to accommodate more cameras. Footfalls facility has been set up to monitor the usage of the college auditorium by the student and the faculty members. The record of entry and exit of users in the auditorium is electronically captured by QR/Barcode reader. An inhouse portal has been developed to access the footfalls data and generate reports for the same. Two LED panels are installed to display informative notices, posters.

A total of two Interactive Intelligent Panels (IIP) have been installed in the classrooms. A total of 22 MS Office LTSC Standard 2021 licenses were purchased for computers installed in the laboratory. Legacy network cables were also upgraded to CAT6 standard.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/4/4.3.1/it_upgrade.pdf

4.3.2 - Number of Computers

169

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

90.6803

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 Classroom is 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/AQAR_2022_23/4/4.4.2/policy_upload.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

101

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

115

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

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

File Description	Documents
Link to Institutional website	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/5/5.1.3/5.1.3_add_inf.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

414

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

414

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

13

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
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

122

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.

24

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 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 co curricular 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 sports arena, students not only organize inter-class tournaments but also actively participate 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/AQAR_2022_23/5/5.3.2/student_council_activities.pdf
Upload any additional information	View File

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

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

26

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 association hosts the much awaited Voice of Carmel on the 14th of February every year. Besides this fundraisers are organized for the assocaition.

File Description	Documents
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/5/5.4.1/5.4.1_upload.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

Governance is democratic, cooperative and collaborative. Management is open to suggestions and participation from faculty, administrative staff, multi-tasking staff and other stakeholders especially alumni and parent teacher association members in decision making.Thus in keeping with the policies and plans, the Manager of the College along with the Officiating Principal who is the member of the management, 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.

PARTICIPATION OF TEACHERS:

Principal forms various committees and assigns responsibilities. Regular meetings are held of various committees which comprise of faculty members, non-teaching staff where necessary and student representation.Annual plan of action is drawn by the departments.Academic Calendar is prepared at the beginning of the year by incorporating and later adding of the activities. PTA, Alumni, and other stakeholders also play an important role in the decision making of the institution. Master Plan was designed keeping in mind the NAAC Grade and CGPA score along with the criteria for NIRF.

File Description	Documents
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/6/6.1.1/apo_policy.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.

Beginning of the every academic year, prayer service is conducted. The Officiating Principal in her inaugural address reminds the employees of the vision, mission and the values

to be lived and practiced. 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 and creative 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. Digitalization of notices and proposals is also initiated during this academic year. On the whole, decentralization and participation is the norm in which the institution usually functions.

Activities are conducted by the institution keeping in mind the 5 year Master Plan.

Committees

The Principal in consultation with the administrative staff forms various committees .The coordinators of each committee are given responsible freedom to conduct academic, co-curricular and extra-curricular activities for the holistic development of the students after obtaining the approval of the Principal.

File Description	Documents
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/2023/08/MASTER-PLAN-VISION-2026.docx.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

According to the Institutional Strategic Plan, the following is effectively deployed

- Automation of recording usage of facilities (IN / OUT) for Auditorium
- Increase in brightness of corridors by installing new led lights

- **In order to facilitate better communication and upgrade ICT facility, quite a few additions of electrical devices and gadgets is done. Two LED (Light Emitting Diodes) TV screens are installed, one in UG block and one in PG block. To improvise teaching learning three Intelligent Interactive Panels (IIP) are fixed, two in UG block and one in PG block.**
- **A new washroom for men behind the cooperative store.**
- **Provision of surveillance monitoring with the security at the gate.**
- **The college has increased the internet bandwidth from 20 Mbps to 50 Mbps so that internet connectivity is improved and Wi-fi facility is strengthened.**

File Description	Documents
Strategic Plan and deployment documents on the website	[View File]()
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/6/6.2.1/add_inf.pdf
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 Faulty 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 Postgraduationsection- MA, MCom,M.Sc. Librariran 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	https://carmelcollegegoa.org/wp-content/uploads/2023/07/carmel_college_policies.pdf
Link to Organogram of the institution webpage	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/6/6.2.2/organization_chart.pdf
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

FINANCIAL HELP GIVEN TO THE STAFF AND STUDENTS OF CARMEL COLLEGE OF ARTS, SCIENCE AND COMMERCE FOR WOMEN

Sr. No.

Particulars

Amount

1.

Mr. Dignesh D. Gaude -

27346

2.

Ms. Sakshi Shukla

14000

3.

Mr. Saish S. Toraskar

56832

4.

Ms. Afrin Hawaldar

5020

5.

Ms. Aliya Khaleel

4520

6.

Ms. Pooja Kumari Mahto

2500

7.

Ms. Sibal Rego

2500

TOTAL

112718

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

18

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

15

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	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/6/6.3.5/add_inf.pdf
Upload any additional information	No File Uploaded

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

1) Financial Audit by M/s N. T. Mathew & Co.

Every year the internal financial audit is conducted during the month of April or May where the Auditors scrutinize the accounts in detail and any enquiries if arise are clarified by the accountants of the college. Once the accounts are approved by the auditors, the financial statement is submitted to the Principal. The Principal then places the audited statement before the Carmel Society of the management for scrutiny and appraisal. It is then filed in the college.

2) Financial audit is also conducted by the Provincial

Bursar; the books are scrutinized minutely and approved. The accountants are also guided by her as per the requirement of the management and congregation.

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)

1.04

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
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 – minimum**
- **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 along with theQuotations of the companies to the Principal.Comparative Study of the quotations is done by the Principal, HoD andAccountant. AfterScrutiny the order is placed and payment made.

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

a) Initiative to make arrangements for buses to ply from Margoa and Vasco to the College.

Based on the suggestions by the NAAC Peer team and students feedback, the IQAC took the initiative to make arrangements for buses to ply from Margao and Vasco to the campus.

Two bus owners who ply from Margao were contacted and they agreed to bring our students to the campus every morning. Regular announcements giving the information of the bus names and their timings were made on the intercom and also displayed on the LED screen for a week.

An initiative was taken to arrange a bus from Vasco. A letter requesting for the same was sent to the transport minister.

b) Visit to Higher Secondary schools

The faculty of various departments of the college were requested to visit the higher secondary schools in South Goa to promote the courses, facilities offered by our college. Through power point presentations the faculty explained the scope of their subjects and the advantages of taking admissions in our college.

The faculty visited the following schools: Carmel Higher Secondary, Nuvem, Fr Agnel Multipurpose Higher Secondary school,Verna, St Mary's School, Varca, and Guardian Angel

Higher Secondary school, Savordem

File Description	Documents
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/6/6.5.1/bus.pdf
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 Master plan 'VISION 2026' was drafted keeping in mind the NAAC, NEP and NIRF ranking. Templates were prepared and made available for easy processing and documentation for the following - Activity form, Mentor form, Template for Attendance for guest lectures and workshops/seminars and E-certificates for any programmes or events organized.

All the activities conducted by the departments have to get approved by the principal by sending a activity/proposal form which contains the nature of activity, its objectives and the beneficiaries. Through this, IQAC reviews the activities of the departments keeping in mind the 5 year master plan.

Faculty are encouraged to promote research in their fields during staff meetings. A a research and innovative cell has been formed for the same. Each department is expected to publish at least two papers every year.

Mentoring forms have been created to keep track of the background of students, their academic records and so on.

All departments are encouraged to organise seminars/workshops, conduct certificate courses and create linkages with industries and associations for practical exposure.

File Description	Documents
Paste link for additional information	https://carmelcollegegoa.org/wp-content/uploads/2023/08/MASTER-PLAN-VISION-2026.docx.pdf
Upload any additional information	View File

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

File Description	Documents
Paste web link of Annual reports of Institution	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/6/6.5.3/add_inf_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 a college exclusively for women at the UG level in the state of Goa. The primary focus of the college has always been the safety, and welfare and development 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. Only lady faculty members are appointed as mentors. Students may approach the mentor for issues related to academics, administrative procedures (online fees etc) or various personal issues. If the issue is beyond the purview of the mentor, the mentor recommends the student either with or without a parent to approach the counsellor.

Washroom facilities in the PG block are segregated for ladies and gents. The washrooms are equipped with sanitary pad incinerators, washbasins, soap and are cleaned at least twice a day. There is a separate gents washroom for the UG staff and visitors. In the PG block, the male students and staff have a dedicated washroom as well.

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, packaged snacks 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_2022_23_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	<u>View File</u>
Any other relevant information	<u>View File</u>

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 waste is given for scrap. The wet waste is composted in pits and bins on the campus. 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. A manifest is prepared for the same. Faculty and students bring in e-waste from home and it is sold/given to a professional recycling firm. Hazardous chemical wastes are neutralized using different chemical methods and then disposed off. The college does not generate radioactive waste.

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

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	<u>View File</u>
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 following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above

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	<u>View File</u>
Policy documents and information brochures on the support to be provided	<u>View File</u>
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	<u>View File</u>

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 accepts admissions from all, with no bar on caste, creed or financial background. Students are encouraged to coexist in a safe and harmonious environment respecting each other's beliefs. Even when there are issues elsewhere which cause student unrest, our management and staff exercise vigilance to see that the college atmosphere is not vitiated. Inter-faith exercises are held on campus to deepen one's understanding of the diversity of India. Independence day and Republic day are observed with great pride to inculcate a spirit of loyalty to the country. Students make digital stories of their regional festivals and share them with the class and elsewhere. Holidays to celebrate the Indian festivals provide the opportunity for the students to mingle and partake in the joy of their friends. Students travel for

field trips within the state and outside it to broaden their mind and sample the culture of another state or country. During times of crises volunteers reach out to the needy and try to help them.

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 college's faculty and staff uphold the word and spirit of the Indian Constitution. The significant days of national significance are observed. The lives of notable national leaders are lauded in order to motivate faculty and students. When a crisis strikes, NSS and NCC volunteer. A thorough chart summarizing the themes for the semesters is used in value education classes. All campus activities are carried out in accordance with our own code of ethics and national development objectives. In honoring important national holidays, the history and political science departments take the lead. Days of prayer and responsibility for the Sisters of the Apostolic Carmel Congregation include Independence Day, Republic Day, Goa Liberation Day, and Goa Statehood. In order to educate and empower the teaching and non-teaching personnel in uplifting the institution and fostering growth and development toward the welfare of every individual, activities and sessions are held for both groups.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/7/7.1.9/report.pdf
Any other relevant information	NIL

7.1.10 - The Institution has a prescribed code of conduct for students, teachers,	**A. All of the above**

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

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

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

The college observed State, National and International days. Some of these were Goan Opinion Day, Constitutional Day, Peace Day, National Mathematics Day, National Science Day, National Mental Health week, National Wildlife Week, International Animal Day, Tiger Day, World Wildlife Day,Inclusion of Konkani in the 8th schedule of the constitution, World Poetry Day, World Konkani Day. Activities like Quiz, Talks, Cultural Programs, article writing, poetry writing, face painting, movie screening, doodle art competitions, inter-collegiate competitions, Mangrove walk, Flash Mobs, book exhibitions, poster making, video making, street play and model making.

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.

Title of the Practice

E-Waste collection.

Objectives of the Practice

To sensitize the students towards this issue as technology will be a part of their lives always.

The Context

Separate bins and a space for E-waste and an organization/group to lift the collected waste from the college premises.

The Practice

E-waste collection and disposal at Carmel College has been taken up by the Environment Protection Club(EPC) and The NSS.

Evidence of Success

Collaboration with Global e-waste management System for e-waste disposal.150.2 kgs of e-waste collected from the campus during the year.

Problems Encountered and Resources Required

Constant announcements, notices and messages on the digital boards and via posters had to made.

Title of the Practice: Work experience/ Internship.

Goal:,To give students a practical knowledge from a realistic view of the work world and also help them in making proper career decisions.

The Context: The institution hands out a letter to the employer stating the authenticity of the students request .

The Practice:The young women students gain an understanding of the demands of real work world.

Evidence of Success: References from their employers have helped students with their interviews at jobs and even at post graduate entry.

File Description	Documents
Best practices in the Institutional website	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/7/7.2.1/best_practices_website_2022_23.pdf
Any other relevant information	https://carmelcollegegoa.org/wp-content/uploads/AQAR_2022_23/7/7.2.1/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

The priority of Carmel College is to uplift, empower and educate any young woman who seeks an education here. In the year 2022-23, a large no of students' families were facing serious financial crises. Some due to loss of income in the after math of the Covid period, others because they hail from financially weaker sections of society. For those of our students who show sincerity towards their studies, the college management and faculty joined hands in commitment to prevent any drop outs due to inability to pay fees. This is done irrespective of gender, religion or community. Further, the management, has also provided finance for the families of some students to buy provisions and necessities so they may

be able to afford basic nutrition, hygiene and health. In addition to this, faculty members have paid term and examination fees for many students. This is not recorded as faculty generally prefer to give/sponsor anonymously. This initiative in keeping with the vision and mission of Carmel College we feel, is also wholly in the spirit of the management mandate to uplift local communities through higher education.Finally, this initiative is in synergy with the national development goals of our country.

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. Airport type chair sitting arrangements in the Lobby (below admin block) and near cooperative store.
3. Installation of TV in lobby near cooperative store and PG block.
4. Improvement and expansion of sitting area for canteen.
5. Modernizing all the computer laboratories.
6. A new look auditorium.
7. Professional Recording Facilities.
8. Building of Ramps in the following manner and college policy for differently abled to achieve 80% coverage of disable friendly campus
9. The Add-on/Certificate Course envisaged to provide opportunity for hands-on training.
10. Up gradation of classrooms by installation of smart boards wherever required