

## **THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC**

### **NAME OF THE INSTITUTION:**

**P.E.S's COLLEGE OF ARTS AND SCIENCE FARMAGUDI-GOA**

### **2015– 2016**

#### **History**

PES college was established in the year 1986 by the combined efforts of many prominent educationists and social workers of Ponda city . They observed that the students of Ponda taluka and surrounding areas had to travel long distances for higher studies after completing their H.S.S.C.as there were no educational facilities available in Ponda.Besides ,education was beyond the reach of the poor section of the society As a result ,the poor and deserving students who could not afford to travel long distances or stay outside were deprived of higher education.At this juncture a wise step was initiated by Ponda Education Society to establish an institution which would help the majority of people in Ponda taluka. The Ponda Education Society approached the then Chief Minister, Shri. Pratap Singh Rane and Government of Goa leased the present premises the building along with 35,000 square meters of land at Farmagudi which is owned by the Tourism Department, to Ponda Education Society for 5 years. The College was inaugurated on 20th June 1986. In 1992, Government of Goa extended the lease from 5 years to 99 years for the betterment of the educational institution. Since then 14 batches of students appeared for Third Year Examination conducted by the Goa University. Most of the passed out students are employed and some are holding good positions in various Govt. and NGOs.

#### **ACTIVITIES REFLECTING THE GOALS OF THE COLLEGE**

##### **Vision**

Is to be a centre of higher education that prepares youth for becoming capable, useful and upright citizens, able to face the challenges faced by the country and global village.

### **Mission**

We aim to achieve our vision...

By ensuring that our faculty is highly qualified and committed to the transference of high levels of knowledge and values to the students.

By promoting activities that inculcate student community interaction for meeting the local needs.

By evolving programmes that will enable the students to find practical applications of the knowledge gained.

By providing an atmosphere where an all around development of personality is possible.

### **College Coat of Arms**

The true strength of any society lies in the presence of number of enlightened minds and souls. It is the knowledge and wisdom that illuminates the individual. The aim of an educational institution should be to enlighten and empower the students to be the creators and transformers of tomorrow.

The banyan tree is an ancient symbol of enlightenment. It also represents our commitment to growth and continuous renewal. The book and the equipment represent the attitude of enquiry and learning that we inculcate. The light rays reflect our conviction that there is a higher source of Knowledge and Wisdom and we are a channel to pour this light into all who enter our portals.

**Section A:** Plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement (attach separate sheet if required).

- **Something on NAAC team suggestion**
- To apply for 6 unit course in History.
- To cater to the needs of slow learners through remedial classes.
- To increase the programme options available to students in terms of Diplomas and Certificates courses.
- To promote collaborative research through Memorandum of Understanding (MoU) with academic bodies / industries.
- To arrange faculty development programmes, like seminars, workshops etc.
- To conduct the annual exhibition by incorporating hobby collections and projects of students.
- Commencement of PG program and certificate courses.

**Section B:** Details in respect of the following

**1. Activities reflecting the goals and objectives of the college.**

Our institution hold various academic activities under the different subject associations such as Botany Colloquium ; Microtech Cell; Zoology Study Forum; PIANO – Chemistry Association; Arts and Science Forum; P.E.S. Archives- History Association; The Psychology Cell; Economic Association; Manthan – Philosophy Association etc. Apart from these we have Survival Nature Club; Women's Cell; Counseling Cell; Vangmaya Mandal; Art and Culture Club; NSS; Alumni Association; Red Ribbon Club etc. Through these associations and Clubs we organize different activities reflecting goals and objectives of the college.

- Department of Psychology organized a Gatekeeper Workshop on “Reaching out, Saving Lives” on Suicide Prevention on 29<sup>th</sup> August 2015. They also organized a workshop on “Emotional Intelligence” on 1<sup>st</sup> February 2016.
- Department of Microbiology organized on day state level seminar on “ Archaea : Microbes of the third domain” in collaboration with DST&E Saligao on 28<sup>th</sup> September 2015.
- Members of Zoology Study Forum were encouraged to participate at the multidisciplinary competition “SYMBIOSIS” organized by Parvatibai Chowgule College, Margao. They won the overall championship trophy.
- The Economics Association of the College organized a workshop on Financial Planning and Investment on 12<sup>th</sup> and 13<sup>th</sup> February 2016.
- Konkani Department organized state level Students Film Festival on 16<sup>th</sup> January 2016.
- Student Council organized an intercollegiate singing competition - Shraavan Dhara based on monsoon songs.

**2. New academic programs initiated (UG and PG)**

PG program in Chemistry.

**3. Innovations in curricular design and transaction**

Many Faculty of Arts and science are members of Board of Studies or Co-opted members of Board of Studies. They are involved in innovations in curricular design and transactions.

**4. Inter-disciplinary programmes started**

Nil

**5. Examination reforms implemented.**

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There is a separate examination committee headed by a chairman and also a Separate Examination Section is created with adequate space with necessary equipments like computers with examination software, scanners, Xerox copiers printers etc . A Store room, to keep stationary and answer books of previous examinations. One UDC one LDC and one peon works under Examination committee handling college and university examinations. The seating arrangement for university and college examination is done in different buildings. Time table is displayed on college notice board one month prior to examination.. Time table of semester examinations in planned in such a way that there is at least one day gap between two papers. Individual mark sheets are distributed to students in presence of their parents/guardians by the mentors (teachers) as per teacher student guide scheme.

Results are prepared using software specially designed for semester pattern. Remuneration is paid to examiners and others involved in examination work regularly as per university ordinance.

Evaluators have to submit the assessed answer books within a week after the examination of said subject paper and are moderated by the members of examination committee for zero errors of assessment.

### **6. Candidates qualified: NET/SLET/GATE etc:**

09

### **7. Initiative towards faculty development programme.**

- Teachers are encouraged to attend orientation, refresher and short term courses.
- Teachers are given duty leave to attend these courses.
- Teachers are encouraged to avail study leave to pursue Ph.D. under UGC FIP or State Government study leave.
- College also organizes faculty development programs for teachers and non teaching staff.

### **8. Total number of seminars/workshops conducted.**

- International: Nil
- National: Nil
- State: 02
- College: 01

### **9. Research projects**

- Ongoing: Nil

- Completed: 01

**10. Patents generated, if any**

NIL

**11. New collaborative research programmes**

NIL

**12. Research grants received from various agencies**

NIL

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Total of the Year:

NIL

**13. Details of research scholars**

- Ms. Neha Prabhu

**14. Citation index of faculty members and impact factor**

ISSN -12, ISBN – 11

1) International J. waste management and research 34(4) 307-315 IF- 1.14

2) International J. “Advanced engineering Technology and its applications”

( Dr Keluskar, Ms. Mandakini )

**15. Honours/Awards to the faculty: National and International**

Ph.D awarded to

- Mr. Bhushan Bhave (Konkani)
- 2) Mr. Meghanath Prabhu (Microbiology)

**16. Internal resources generated**

NIL

**17. Details of departments getting assistance/recognition under SAP,COSIST**

(ASSIST)/DST, FIST and other programmes.

NIL

## 18. Community services

The students participated in the following activities which are related to the community services.

- For the year 2015-2016, the total number students who enrolled as NSS. volunteers were 707 (Boys -139, Girls – 568).

- **Tree Plantation**

N.S.S volunteers carried out tree plantation in the college campus in association with Nature Club of Departments of Botany and Zoology.

N.S.S volunteers cleaned the college campus, class rooms, laboratories etc. as a part of Swaccha Bharat Mission in the month of January, 2016.

- **Plastic Collection Drive**

Plastic Recycling Programme - Every N. S. S. volunteer was asked to submit two hundred empty plastic milk packets of any brand properly washed, cleaned and dried under the Plastic Recycling Programme. It is a matter of great happiness to state that N. S. S. unit of our college collected more than one lakh twenty thousand empty plastic milk packets weighing more than two hundred Kilogram in each Semester of this academic year and sent to Plastic Recycling Plant in Madkai Industrial Estate, Madkai- Ponda. Plastic Recycling Plant purchased this plastic at the rate of Rs. 10 per Kg.

- **Making of the documentary Film**

The N.S.S. unit of the college has decided to make the documentary film on the plastic recycling i.e. how the discarded plastic is recycled back and show it to the students to encourage them to segregate the plastic waste for plastic recycling. The cost of this documentary film is Rs. 13000.00 and all the expenses will be met by money obtained by selling the empty plastic milk packets to the recycling unit. Work on this documentary film has already started and it is expected to be complete by May, 2016.

## 19. Teachers and officers newly recruited

Teachers	Officers
01	02

**20. Teaching-Non-teaching staff ratio**

Teaching Staff	Non - Teaching Staff	Teaching, Non-teaching staff ration
55	42	1.30

**21. Improvements in the library services**

The library has a large reading hall. Reference books/ journals /magazines/Textbooks /Encyclopedia/ Volumes are stored in the library. e database is being generated.

Most of the departments have their own departmental library. Book Exhibitions are often held by publishers/stalls such as Verma Book Stall – Pune, Ideal Book Service – Belgaum , Book Mate – Ponda.

Bar-coding of books is initiated and is in progress.

**22. New books/journals subscribed and their value**

Books Subscribed		Journals Subscribed	
No.	Value	No.	Value
351	241227.00	37	53905.00

**23. Courses in which student assessment of teachers is introduced and the action taken on student feedback**

Student's assessment of teachers is one of the best practices adopted by our college. It is done at the end of every year for all the courses taught in the college. The teachers analyse the assessment done by the students and submit a brief report of the same to the Principal.

**24. Feedback from stakeholders**

The college obtains feedback from the parents, industry and society regarding the courses taught and other activities it conducts. Science department send their syllabi to the industries in the state so as to examine their utility, relevance etc. The feedback so obtained is incorporated at the level of Boards of Studies of the university. The Parents Teachers Association (PTA) of the college is another forum through which feedback is obtained regarding the general functioning of the college.

**25. Unit cost of education**

Rs. 122846.00

**26. Computerization of administration and the process of admissions and examination results, issue of certificates**

- Administration and Departments are fully computerized
- Student admissions processes is manual
- Admissions are given on the merit basis and interview by following reservation policy.
- There is a separate examination section. Examination records, results ,mark sheets and issue of various certificates is computerized

**27. Increase in the infrastructural facilities**

- Photo copier
- Computer centre
- Fax machine
- Generator
- Music instruments
- Internet and email
- Audio video aid
- Medical centre for girls
- Gymkhna Building
- Play ground
- Separate Library
- Four computers for office and examination work
- Sulabh shouchalaya
- Computer centre
- Pes Coop Society
- Canteen
- Separate laboratory blocks



### 28. Technology Upgradation

Biometrics installed , TALLY accounts system Library up gradation ( computersied index)

### 29. Computer and internet access and training to teachers, non teaching staff and students

A full fledged Computer centre for students, teachers and non teaching staff with access to internet. Administration office has access of internet to all the computers. A separate computer is also maintained for teaching and nonteaching staff in office with internet access. A compulsory course for first year arts and science students with practical components on computer application is conducted by the college. Teaching and non teaching staff encouraged to learn/train for use of computers and various other tools.

### 30. Financial aid to students

Rs 2000/- per month for 30 months till completion of course.

Rs5000/-year/per subject to production of fee receipt.

from Dept of education ,arts and culture, scheme for promotion of science education for students securing 75% and above

Dayanand Bhandarkar scheme for higher education for orphan

DP Tiwari scholarship of Rs500/- from Prayas for student securing highest marks at XII th std

Rs1000/- year from DCT for students pursuing higher education

Scholarship awarded by govt of goa

Govt India sports talents search scholarship.

### 31. Activities and support from the Alumni Association

The Alumni Association, organized a talk by Shri Milind Desai, member of RTA (Regional Transport Authority ) and ex student of the college on 25th July 2015 at 11.00a.m in Swami Vivekananda Sabhagraha. Shri Milind Desai addressed the staff and students of the college on "Road Safety". The talk was very informative and educative where he highlighted the need for road safety by following traffic rules and traffic signs especially at zebra crossings meant for pedestrians. He cautioned the motor cyclists and motorists to be careful and not to over speed. He emphasized

that everybody should follow traffic rules and save precious lives. He offered his services to anyone who has difficulty in approaching the authorities. The programme was compered by Shri Bipin Shinkre, alumni of the college. Ms. Deepa Fernandes, Convenor of the Alumni Association proposed the vote of thanks.

### **32. Activities and support from the Parent-Teacher Association**

Parent-Teacher Association organizes meetings of parents and teachers to discuss in detail to find out the requirements of students. The Principal interacts with every parent/ guardian of the students in order to understand better their backgrounds and their expectations from the institutions. Parents are encouraged to interact with the staff and visit the college as often as possible.

### **33. Health services**

The college has a medical center that caters to the health related issues of the students and organizes blood donation camps, visits by doctors are arranged for regular checkups of students and staffs.

### **34. Performance in sports activities**

- Miss Naik Shivangi G. from F.Y.B.A. participated in the 4th Junior of Cadet National Kurash Championship held at Noida College of Physical Educaton, Dadri , U.P and won Bronze Medal.
- Mr. Gaonkar Paresh from S.Y.B.Sc. Won gold and silver medal in SPARING &KATA DIVISION in 22nd JAPAN KARATE SHOTOKAI-INDIA organized by P. J. Joseph Compact Sports Association at COCHI Bowli, Indoor Stadium, Hyderabad.
- Mr. Tek Bahadur Gurkha won gold medal in Long Jump at inter-collegiate organised by Goa University.
- Mr. Gaude Shubham S.Y.B.A. won gold medal in Javelin throw orgaised by Goa University and also won silver medal in 110 metre. Hurdle.
- Our Kho-Kho (men) team reach semi-final in Inter-collegiate tournament organized by Goa University

### **35. Incentives to outstanding sportspersons**

The outstanding sportspersons are felicitated at the hands of chief guest and other guests at annual social gathering

### **36. Student achievements and awards**

- Mr. Akshay Anvekar secured 1st place at State level Inter-Collegiate Dance Competition.
- Ms. Sampada Dessai secured 1st place at State level Inter-Collegiate Abhang Gayan Spardha.
- A team of our students participated in the Cultural Festival 'URBA' and secured 3<sup>rd</sup> place.
- Mr. Pritesh Kabrekar secured 3rd place at the State level poster painting competition.
- Ms. Khizra Shaikh secured 2nd place at the State Level Poetry Competition.
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- Mr. Gaonkar Paresh from S.Y.B.Sc. Won gold and silver medal in SPARING & KATA DIVISION in 22nd JAPAN KARATE SHOTOKAI-INDIA organized by P. J. Joseph Compact Sports Association at COCHI Bowli, Indoor Stadium, Hyderabad.
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### **37. Activities of the guidance and counseling unit**

- Guidance and counseling cell carries out career counseling for B. A/B. Sc Students.
- College counselor handles cases related to academic and personal problems.
- Students performing poorly in semester exams are identified and motivated to perform better.
- Students are equipped with psychological skills of being resilient to stress and effective time

management.

- Counseling services are free of cost and are beneficial for students at large.
- Counseling cell organized session for faculty improvement for assessing students under the mentorship program.
- Arranged mock session for enhancing communication skills, group discussion techniques and written tests.

### **38. Placement services provided to students**

- College has full fledged placement committee for final placement of students through campus interviews.
- Placement cell organized a talk on counseling students to answer competitive exams and answer job interviews.
- Improvement in reading skills by mock test was undertaken.
- On campus interviews are held by different industries and students procure jobs at pharmaceuticals, beverages, food and other industries.
- Various departments organize industrial training and industry linked project work for students.
- Grooming and training of the candidates for the placements increase the chances of selection.
- Interaction of academicians with industries are undertaken to bridge the gap of the requirement suggesting change of syllabus to BOS.
- Companies considered our students for final placements.

### **39. Development programs for non-teaching staff**

- Workshops and seminars organized towards basic computer technologies for smooth functioning of activities of the college.
- Encouragement provided to pursue higher studies.

### **40. Good practices of the institution**

- Principals award
- Teacher guide scheme.
- Environment friendly policy of the college.
- Subject fora

- Extension activities
- College handbook and magazine.
- Continuous evaluation of students.
- Promotion of research.
- Improving teaching and learning process.
- Health and wellness.
- Nature club
- Tree plantation programme.
- Industrial visits, lectures by industry experts .

#### **41. Linkages developed with National/International, academic research bodies**

- MOU with NIO and Industrial organizations
- Department of Microbiologist in association with Microbiologists society organized Academicians – Industrialists meet on 7<sup>th</sup> August 2016.

#### **42. Action Taken Report on the AQAR of the previous year**

- All Departments of the college were requested to initiate steps towards NAAC suggestions.
- Directorate of Higher Education Government of Goa and Goa University has given permission to start Post graduate programme in chemistry from June 2015. The College started MSc in Organic Chemistry on self finance basis with intake of 20 students.
- Also Directorate of Higher Education Government of Goa and Goa University has given permission to start Economics and Konkani with 6 units at TYBA and college has started these courses from this academic year.
- Remedial classes were conducted to cater to the needs of slow learners.
- The departments were asked to organize seminars, workshops and symposia as part of the academic and research activities in order to enhance and upgrade the knowledge of the teaching community in various subjects.
- The faculty members from various departments were encouraged to attend refresher/orientations courses organized by Academic Staff Colleges of Goa and other Universities.

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- The faculty members of Departments were requested to obtain students feedback/assessment in order to improve the teaching programme. They were also asked to prepare the detail report based on the feedback and submit to the Principal.
- The departments were also asked to upgrade the existing facilities and introduce new technologies like use of multimedia projectors, OHPs, internet access in the lecture and laboratory programmes.

Application for starting PG program in Chemistry was submitted to Goa University and DHE and affiliation obtained for commencement of the program.

### **43. Any other relevant information the institution wishes to add.**

- We have an employee's Co-operative society which is always ready to help support staff with loans in case of emergencies and also with a monthly saving scheme.

### **Strengths:**

- Caters to the education of rural students especially.
- Quality education: Highly qualified and dedicated faculty and well equipped library.

### **Weakness:**

- Unable to start PG programs and certificate courses.
- Unable to start research center for PhD.

### **Opportunity:**

- Active management committed for development of innovative program as per the need of the society.
- Scope for development program which will encourage self employment opportunity.
- Research and innovation

### **Challenges:**

- Efforts to educate the socially and economically backward students.

### **Section C: outcomes achieved by the end of the year**

- Commencement of PG program in Chemistry

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- Commencement Economics and Konkani with 6 units at TYBA.

**Section D:** Plans of the college for the next year