

The Annual Quality Assurance Report (AQAR) of the IQAC (For Affiliated/Constituent (UG) Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, June 1, 2017 to May 31, 2018)*

(with effect from academic year 2020-21)

Part – A

Data of the Institution

(Data may be captured from IIQA)

1. Name of the Institution: SARASWAT VIDYALAYA'S SRIDORA CACULO COLLEGE OF COMMERCE AND MANAGEMENT STUDIES

- Name of the Head of the institution: **PROF. SANTOSH B PATKAR**
- Designation: **PRINCIPAL**
- Does the institution function from own campus: **YES**
- Phone no./Alternate phone no.: **0832 2250042 (Principal); 0832 2254478 (Office)**
- Mobile no.: **9421157379**
- Registered e-mail: **caculocollege@gmail.com**
- Alternate e-mail: **patkar_santosh@rediffmail.com**
- Address : **Telang Nagar, Khorlim, Mapusa Bardez, Goa.**
- City/Town : **Mapusa**
- State/UT : **Goa**
- Pin Code : **403507**

2. Institutional status:

- Affiliated /Constituent: **Affiliated**
- Type of Institution: **Co-education**
- Location: **Urban**
- Financial Status: **Grants-in aid/ UGC 2f and 12 (B)/ Self-financing**
- Name of the Affiliating University: **Goa University**

- Name of the IQAC Coordinator: **Ms. Sterol Godinho**
- Phone no: **9881467117**
- Alternate phone no. **0832-2250042**
- Mobile: **9421157379**
- IQAC e-mail address: **caculocollegeiqac@gmail.com**
- Alternate e-mail address: **caculocollege@gmail.com**

3. Website address:

Web-link of the AQAR: (Previous Academic Year): <https://caculocollege.in/iqac>

4. Whether Academic Calendar prepared during the year? **NO**

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B	2.47	2014	from:24/9/14 to: 23/9/19
2 nd	B	2.47	2021	from: 15/02/21 to:14/02/26

6. Date of Establishment of IQAC: **09/11/2013**

7. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ 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

* **Formation of IQAC notification dated 04/11/2016**

9. No. of IQAC meetings held during the year: **01**

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

Web link : <https://caculocollege.in/wp-content/uploads/2022/02/IQAC-minutes-30-1-21.pdf>

10. Whether IQAC received funding from any of the funding agency to support its activities during the year?: **NO**

11. Significant contributions made by IQAC during the current year

Due to covid restriction there was no significant contribution made by IQAC during the current year

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
All round development of students with focus on career guidance, mentoring, internship, industry, exposure / guest lecture	Was delayed due to covid restriction
B.Com placements	Kept on hold on account of covid restrictions
Administrative staff training	conducted

13. Whether the AQAR was placed before statutory body? **NO**

14. Whether institutional data submitted to AISHE: **YES**

Year: **2020-21**

Date of Submission: **15/01/2022**

Extended Profile of the Institution

1. Programme:

1.1 Number of courses offered by the Institution across all programs during the year

Year	2020-2021
Number	03

2. Student:

2.1 Number of students during the year.

Year	2020-2021
Number	999

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

Year	2020-21
Number	443

2.3 Number of outgoing/ final year students during the year

Year	2020-2021
Number	335

3. Academic:

3.1 Number of full-time teachers during the year

Year	2020-21
Number	34

3.2 Number of Sanctioned posts during the year

Year	2020-2021
Number	34

4. Institution:

4.1 Total number of Classrooms and Seminar halls: 21

4.2 Total expenditure excluding salary during the year (INR in lakhs)

Year	2020-2021
Expenditure	3758557.69

4.3 Total number of computers on campus for academic purposes: 162

PART B

Criterion 1 – Curricular Aspects

Key Indicator – 1.1 Curricular Planning and Implementation

Metric No.	
1.1.1.	<i>The Institution ensures effective curriculum delivery through a well-planned and documented process</i>
Q_iM	<p>Response:</p> <p>The Institution ensures effective curriculum delivery through a well-planned process :</p> <ul style="list-style-type: none"> ➤ <u>Session plan:</u> is prepared at the beginning of the semester for effective distribution of syllabus and timely completion of the course. ➤ <u>Academic calendar:</u> is prepared to plan out all academic activities in the beginning of the semester. ➤ <u>Teaching – Learning techniques:</u> Multimedia based PPT's are used in Audio-visual classrooms to implement the curriculum effectively. Moodle is used in teaching & learning, feedback evaluation and assignment. ➤ <u>Course Files:</u> Course files are maintained which documents course session plan, answer books, assignments, attendance record, feedback of the students. ➤ <u>Continuous Evaluation:</u> is maintained by conducting written ISA tests, group assignments, case studies. ➤ <u>Transparency:</u> In- Semester exam answer sheets are shown to the students. Internal assessment marks and monthly students' attendance is displayed on notice board. ➤ <u>Industry Exposure:</u> Guest lectures and short-term certificate courses by industry experts and industrial visits are arranged. MOUs are signed to bridge Industry – Institution gap. ➤ <u>Internship;</u> is offered to the students to provide industry exposure and gain hands on job training.

<p>1.1.2. Q_nM</p>	<p>The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)</p> <p>Response: The Academic Calendar contains information regarding the following:</p> <p>Working Days: The Academic Calendar indicates the annual working days, teaching days, admission schedule, examination and evaluation as per Goa University guideline.</p> <p>Course/Lecture Plan: It also covers the entire teaching and learning process with the teaching plan, transacting the prescribed curriculum effectively.</p> <p>Curricular Activities: The dates of ISA Exams/University SEE Exams are mentioned in the academic calendar in advance. In case of labs and projects, internal viva and practical exams are conducted by respective departments before/after the pre university examinations. In addition to the tests, assignments and quizzes are also the part of Continuous Internal Evaluation. Assignments are provided to students on the scheduled dates mentioned in the academic calendar.</p> <p>Co-curricular Activities: Industry Visits/Field studies/Internships, Workshops/ Seminars are conducted by the respective faculties which are included in the calendar. In case of unseen conditions, academic calendar is modified and revised as per the instructions of the Principal.</p>
<p>1.1.3. Q_nM</p>	<p>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</p> <ol style="list-style-type: none"> 1. Academic council/BoS of Affiliating University 2. Setting of question papers for UG/PG programs 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses 4. Assessment /evaluation process of the affiliating University <p>Options</p> <ol style="list-style-type: none"> 1. All of the above 2. Any 3 of the above 3. Any 2 of the above 4. Any 1 of the above 5. None of the above <p>Response: 4</p>

	<ul style="list-style-type: none"> • Number of teachers participated- 22 • Name of the body in which full time teacher participated-Goa University • Total number of teachers- 42
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Key Indicator- 1.2 Academic Flexibility

Metric No.					
1.2.1. QnM	<p><i>Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</i></p> <table border="1"> <tr> <td>Year</td><td>2020-2021 (CBCS)</td></tr> <tr> <td>Number</td><td>03 (BCom, BBA, BCA)</td></tr> </table>	Year	2020-2021 (CBCS)	Number	03 (BCom, BBA, BCA)
Year	2020-2021 (CBCS)				
Number	03 (BCom, BBA, BCA)				
1.2.2. QnM	<p><i>Number of Add on /Certificate programs offered during the year</i> <i>1.2.2.1 : How many Add on /Certificate programs are added during the year</i></p> <p><i>The template is combined with 1.2.3</i></p> <table border="1"> <tr> <td>Year</td><td>2020-2021</td></tr> <tr> <td>Number</td><td>03</td></tr> </table>	Year	2020-2021	Number	03
Year	2020-2021				
Number	03				

<p>1.2.3</p> <p>Q_nM</p>	<p><i>Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year</i></p> <p>1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs during the year</p> <table border="1" data-bbox="323 360 738 445"> <tr> <td>Year</td><td>2020-21</td></tr> <tr> <td>Number</td><td>12</td></tr> </table>	Year	2020-21	Number	12
Year	2020-21				
Number	12				

Key Indicator- 1.3 Curriculum Enrichment

Metric No.					
1.3.1.	<p><i>Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum</i></p>				
Q _M	<p>Response: The institution has many cells/committees comprising teachers and students to take care of the above issues:</p> <p>➤ <u>Gender Issues:</u></p> <p>College provides equal opportunities to all in terms of admissions, employment, training programmes, sports activities etc. Girls and boys participate in various co-curricular activities and other programmes. The Students Council associated with academic, co-curricular and extracurricular activities has a Ladies representative post and cultural secretary post kept reserved for girl students.</p> <p>➤ <u>Environment And Sustainability:</u></p> <p>The university includes Environment Studies a compulsory paper to make the citizens of tomorrow realize their duties. This is done by giving them a complete understanding of our ecosystems, natural resources, bio diversity, biotic resources, pollution due to various factors and its management.</p> <p>➤ <u>Human Values and Professional Ethics</u></p> <p>Business/Environmental Ethics, is taught to students to understand and find an ethical solution for the workplace and society issues This also enables the students to create an awareness on business ethics and human values which also instills moral and social values. This course is introduced to the students with a vision to ensure the essential complementarity between their educational skills taught by the syllabus and the necessary human values imparted by the institution.</p>				
1.3.2.	<p><i>Number of courses that include experiential learning through project work/field work/internship during the year</i></p>				
Q _{nM}	<p>1.3.2.1 : Number of courses that include experiential learning through project work/field work/internship during the year</p> <table border="1"> <tr> <td>Year</td><td>2020-21</td></tr> <tr> <td>Number</td><td>01 Project Work (BCom, BCA) Internship (BCA)</td></tr> </table>	Year	2020-21	Number	01 Project Work (BCom, BCA) Internship (BCA)
Year	2020-21				
Number	01 Project Work (BCom, BCA) Internship (BCA)				

<p>1.3.3. Q_nM</p>	<p><i>Number of students undertaking project work/field work/ internships</i> 1.3.3.1. Number of students undertaking project work/field work/</p> <table border="1" data-bbox="368 394 928 539"> <tr> <td>Year</td><td>2020-21</td></tr> <tr> <td>Number</td><td>310 Project (274+36) (9 Internship)</td></tr> </table>	Year	2020-21	Number	310 Project (274+36) (9 Internship)
Year	2020-21				
Number	310 Project (274+36) (9 Internship)				

Key Indicator- 1.4 Feedback System

Metric No.			
<p>1.4.1. Q_nM</p>	<p><i>Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders</i> <i>1) Students 2)Teachers 3)Employers 4)Alumni</i></p> <p>Options:</p> <table border="0" data-bbox="387 987 999 1227"> <tr> <td> <p>A. All of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above</p> </td><td> <p>} Choose any one</p> </td></tr> </table> <p>Response: D</p>	<p>A. All of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above</p>	<p>} Choose any one</p>
<p>A. All of the above B. Any 3 of the above C. Any 2 of the above D. Any 1 of the above E. None of the above</p>	<p>} Choose any one</p>		
<p>1.4.2 Q_nM</p>	<p><i>Feedback process of the Institution may be classified as follows:</i> Options:</p> <p>A. Feedback collected, analyzed and action taken and feedback available on website B. Feedback collected, analyzed and action has been taken C. Feedback collected and analyzed D. Feedback collected E. Feedback not collected</p> <p>Response: D</p>		

Criterion 2- Teaching- Learning and Evaluation

<p>2.1.1.</p> <p>QnM</p>	<p>Enrolment Number</p> <p>Number of students admitted during the year</p> <table border="1" data-bbox="347 398 761 477"> <tr> <td>Year</td><td>2020-21</td></tr> <tr> <td>Number</td><td>326</td></tr> </table> <p>2.1.1.1. Number of sanctioned seats during the year</p> <table border="1" data-bbox="347 551 761 629"> <tr> <td>Year</td><td>2020-21</td></tr> <tr> <td>Number</td><td>363</td></tr> </table>	Year	2020-21	Number	326	Year	2020-21	Number	363
Year	2020-21								
Number	326								
Year	2020-21								
Number	363								
<p>2.1.2.</p> <p>QnM</p>	<p><i>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)</i></p> <p>2.1.2.1. Number of actual students admitted from the reserved categories during the year</p> <table border="1" data-bbox="347 857 761 936"> <tr> <td>Year</td><td>2020-21</td></tr> <tr> <td>Number</td><td>323</td></tr> </table>	Year	2020-21	Number	323				
Year	2020-21								
Number	323								

Key Indicator- 2.2. Catering to Student Diversity

<p>Metric No.</p>	
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<p>2.2.1.</p> <p>Q₁M</p>	<p><i>The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners</i></p> <p>Institution during the admission process conducts counselling and personal interview with the students to assess their learning levels and finds out their academic performance so as to identify the slow and advanced learners.</p> <p>A list of failure subject wise is given to the individual subject teacher so that they can interact with the students individually and try to find out problems and difficulties</p> <p>To prepare students for the examination purpose previous years question papers are solved</p> <p>For slow learner institution use some methods like:</p> <ul style="list-style-type: none"> • Extra class and laboratory sessions for students for solving difficulties beyond the class lectures especially for students missing the classes due to sports and other activities. • Remedial Class • Personal attention with one-to-one explanation in the subject which the student finds it difficult, so that they can make up to the level of other students <p>For Advanced learners' institution makes efforts in encouraging and motivating students in enhancing their capabilities. Institution provides:</p> <ul style="list-style-type: none"> • Book bank facility for additional referencing • Encourages student to participate in state & national level Seminars, webinars & workshops • Encourages to take internship • Arranges for guest lecture for various professional courses like CA, CS and bank exams, so that students are motivated to answer competitive exams. 						
<p>2.2.2.</p> <p>Q_nM</p>	<p><i>Student- Full-time teacher ratio (Data for the latest completed academic year)</i></p> <table border="1" data-bbox="347 1496 823 1621"> <tr> <td>Year</td><td>2020-21</td></tr> <tr> <td>Number of Students</td><td>999</td></tr> <tr> <td>Number of teachers</td><td>34</td></tr> </table> <p>Formula: Students: teachers 29:1</p>	Year	2020-21	Number of Students	999	Number of teachers	34
Year	2020-21						
Number of Students	999						
Number of teachers	34						

Key Indicator- 2.3. Teaching- Learning Process

Metric No.	
2.3.1. QM	<p><i>Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences</i></p> <p>In the institution an effort is made by the individual subject teachers to supplement the theoretical knowledge with practical experiences and hands on training. Teachers play the role of facilitator</p> <p>Experiential learning</p> <ul style="list-style-type: none"> • In subjects like accounting, students are encouraged to download financial statements of companies for analysis. • Peer learning wherein the student's study from each other in groups. • Field trips and industrial visits • Field based projects <p>Participative learning</p> <ul style="list-style-type: none"> • Participative learning is practiced in the institution through methods like question-answer and discussion in the online class, seminars/ presentations, quiz and group discussions. • Such methods help to break the monotony of one-way teaching and encourage students to participate by providing their viewpoints, suggestions and contribution. • Every student makes more than one presentation per semester. This helps to improve the students' writing, articulation and public speaking skills. It also helps in building confidence among the students. • Digital story telling (DST) helps students to be more creative and improves the thinking. <p>Problem-solving</p> <p>Students are provided with an opportunity to apply their minds to problem-solving in various areas like:</p> <ul style="list-style-type: none"> • Preparation of business plans in entrepreneurship development. • In the case of IT-based papers, laboratory problems involve programming. • Contributing to solving of real-life and social problems like Plastic menace through making and distribution of paper bags. <p>Real-life case studies of companies and business units and role-plays in the management papers</p>

<p>2.3.2. Q₁M</p>	<p><i>Teachers use ICT enabled tools for effective teaching-learning process.</i> The institution is equipped with ICT infrastructure which helps the faculties to make best use of it during the teaching learning process. ICT facilities includes:</p> <ul style="list-style-type: none"> • Every classroom has LCD and audio facility. • Laptops for faculties • Wifi connectivity in all classrooms. • Online library resource is available for teachers and students <p>Apart from the above faculties are also made available google G- suite which is used for:</p> <ul style="list-style-type: none"> • Conducting the online lecture on google meet • Providing study materials to students through google classroom • Uploading e-contents created by the teachers • Conducting google quiz as a part of evaluation through online mode • Google classroom and Moodle LMS is used for the purpose submitting course assignment by the students <p>All the above-mentioned ICT enabled facilities provided by the institution are being used by the teachers for the smooth and effective conduct of their lectures.</p> <ul style="list-style-type: none"> • https://caculocollege.in/course-content-repository/ 				
<p>2.3.3. Q_nM</p>	<p><i>Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)</i></p> <p>2.3.3.1. Number of mentors Number of students assigned to each Mentor</p> <table border="1" data-bbox="347 1211 746 1328"> <tr> <td>Year</td><td>2020-21</td></tr> <tr> <td>Number of mentors</td><td>NIL</td></tr> </table> <p>Formula: Mentor : Mentee</p> <p>(Due to covid restriction students were not allowed in the college)</p>	Year	2020-21	Number of mentors	NIL
Year	2020-21				
Number of mentors	NIL				

Key Indicator- 2.4 Teacher Profile and Quality

Metric No.					
2.4.1. Q _n M	<p><i>Number of full time teachers against sanctioned posts during the year</i></p> <table> <tr> <td>Year</td><td>2020-21</td></tr> <tr> <td>Number</td><td>34</td></tr> </table>	Year	2020-21	Number	34
Year	2020-21				
Number	34				
2.4.2. Q _n M	<p><i>Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Super speciality / D.Sc. / D.Litt. during the year(consider only highest degree for count)</i></p> <p><i>D.N.B</i> 2.4.2.1. Number of full time teachers with <i>Ph. D. / D.M. / M.Ch. / D.N.C Super speciality / D.Sc. / D.Litt.</i> during the year</p> <table> <tr> <td>Year</td><td>2020-21</td></tr> <tr> <td>Number</td><td>10</td></tr> </table>	Year	2020-21	Number	10
Year	2020-21				
Number	10				
2.4.3. Q _n M	<p><i>Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)</i></p> <p>2.4.3.1 : Total experience of full-time teachers</p> <table> <tr> <td>Year</td><td>2020-21</td></tr> <tr> <td>Number</td><td>556.3</td></tr> </table>	Year	2020-21	Number	556.3
Year	2020-21				
Number	556.3				

Key Indicator- 2.5. Evaluation Process and Reforms

Metric No.	
2.5.1. Q _i M	<p><i>Mechanism of internal assessment is transparent and robust in terms of frequency and mode</i></p> <p>Continuous Internal Evaluation is called Intra Semester Assessment (ISA) in the case of BCom. As In Sem Evaluation in case of BCA and Internal Evaluation in case of BBA. ISA Monitoring Committee is responsible for the conduct and monitoring of Continuous Internal Evaluation in the case of BCom. Frequency: The evaluation is thus spread out over the semester and takes place continuously since different teachers are allowed the discretion to schedule their Continuous Internal evaluation component since each teacher conducting more than one component also increases the frequency. In case the students miss a component due to some unavoidable reason, the student is given a chance to appear for the missed component after explaining the reason for missing the same</p> <p>Transparency The Process of Continuous Internal evaluation is fully transparent. Tentative dates for centralized components are displayed in the Academic Planner, based on which the committee prepares the timetable for the centralized ISA component. The centralized timetable for the centralized component of ISA in the case of BCom and In Sem tests for BCA is displayed on the notice board. In the case of BBA, the teachers announce the dates in the class. To ensure transparency, the assessed answer sheets are shown to the students and marks are displayed on the class notice boards within the time specified</p>

2.5.2. Q₁M	<p><i>Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient</i></p> <p>The institution follows the following procedure through which transparency and efficiency are achieved in a time-bound manner. The college is affiliated with Goa University. UG courses have semester-end examinations. Evaluation for each Semester consists of Continuous Internal Evaluation, which takes place throughout the semester and Semester End Examinations. As per the Ordinance, the students from the First to Sixth Semester can only apply for Verification and those from Semester fifth and sixth can apply for Revaluation directly. The college on behalf of the University wherein, timetable preparation, paper setting and assessment is done at the college level itself conducts the Semester End Examinations for First to Sixth Semesters. Whereas for the Third Year, i.e., the fifth and sixth semester examinations are conducted under the directions and schedule provided by the university. The grievance committee looks into the case and submits a report to the principal for further action. Based on the recommendations of the committee the answer sheet is then sent for revaluation to an external examiner if the case warrants/demands. In this way, transparency is ensured in the handling of grievances. This process is normally completed within 15 days of the application for verification. In the case of Semester Fifth and Sixth, the last date notified by the University for applying for revaluation is communicated to the student</p>

Key Indicator- 2.6 Student Performance and Learning Outcome

Metric No.	
2.6.1. Q₁M	<p><i>Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.</i></p> <p>The institution is affiliated to Goa university and offers three programmes BCom, BBA and BCA of which BBA and BCA are self –financed.</p> <p>The course outcomes are decided by the university and given to the colleges when the syllabi of each course are communicated to the colleges. The copies of course syllabi are available in the college library for ready reference by the students. In case of BBA, the faculty designs syllabi of some of the courses and the course outcomes are specified. The respective course teacher makes the student aware of the course outcomes. The course outcomes are deliberated on when the subject teacher discusses the syllabus at the start of the semester.</p> <p>The course outcomes and programme outcomes are also uploaded on the institution's website. The institution itself designs the Programme outcomes and the programmes specific outcomes. The Programme and Programme specific outcomes are uploaded on the website of the institution and are also communicated through the prospectus and the course syllabi copies kept in the library.</p> <p>The syllabus copy of each course has the course outcomes specified on it. The subject teachers ensure that each student is having the syllabus for the respective course either by giving in the class or is obtained from the library. Each student having the syllabus ensures effective communication about the course outcomes</p>

<p>2.6.2.</p> <p>Q₁M</p>	<p><i>Attainment of Programme outcomes and course outcomes are evaluated by the institution.</i></p> <p>The attainment of the programme outcomes is measured in terms of the performance of the students, which is reflected by way of “Class”, “CGPI” (Cumulative Grade Percentile Index), and “CPI” (Cumulative Performance Index) across the programmes offered by the institution. The passing percentage for the students appearing for the Goa University Examination has been ranging between 75 to 92 per cent across the programmes offered. The institution has also been attaining 100% results in some of the courses thus indicating 100% attainment of course outcomes for these courses. The institution also reviews the attainment of course and programme outcomes for corrective action to improve the level of attainment of these outcomes. To take stock of the achievement of these outcomes, course wise results statistics are displayed for teacher’s reference upon the declaration of the results. The teachers requested to take corrective action wherever needed. For the evaluation of the attainment, of course, programme and programme specific outcomes besides results, informally the placement of alumni also gives an indication wherein the alumni have been placed as accountants, teachers, managers, computer-related jobs, clerical position and self-employed, The activities of cell and departments are aligned in such a way to contribute to the attainment of programme outcomes and programme specific outcomes. The evaluation of the activities and performance of all these cells and departments also contributes to the process of evaluation of the attainment of course outcomes, programme outcomes and programme specific outcomes</p>						
<p>2.6.3.</p> <p>Q_nM</p>	<p><i>Pass percentage of Students during the year</i></p> <p>2.6.3.1. Total number of final year students who passed the university examination during the year</p> <table border="1" data-bbox="322 1070 1184 1111"> <tr> <td>Number of students passed</td><td>337</td></tr> </table> <p>2.6.3.2. Total number of final year students who appeared for the university examination during the year</p> <table border="1" data-bbox="322 1240 1184 1321"> <tr> <td colspan="2">Previous completed academic year</td></tr> <tr> <td>Number of students appeared</td><td>360</td></tr> </table>	Number of students passed	337	Previous completed academic year		Number of students appeared	360
Number of students passed	337						
Previous completed academic year							
Number of students appeared	360						

Key Indicator- 2.7 Student Satisfaction Survey

Metric No.	
<p>2.7.1</p> <p>Q_nM</p>	<p><i>Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)</i></p> <p>Due to covid restrictions and online classes, no survey was conducted</p>

Criteria 3

Metric No.					
3.1.1. Q _n M	<p>Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)</p> <p>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)</p> <table> <tr> <td>Year</td><td>2020-2021</td></tr> <tr> <td>(INR in Lakhs):</td><td>NIL</td></tr> </table>	Year	2020-2021	(INR in Lakhs):	NIL
Year	2020-2021				
(INR in Lakhs):	NIL				
3.1.2 Q _n M	<p>Number of departments having Research projects funded by government and non government agencies during the year</p> <p>3.1.2.1: Number of departments having Research projects funded by government and non-government agencies during the year</p> <table> <tr> <td>Year</td><td>2020-2021</td></tr> <tr> <td>(INR inLakhs):</td><td>NIL</td></tr> </table>	Year	2020-2021	(INR inLakhs):	NIL
Year	2020-2021				
(INR inLakhs):	NIL				
3.1.3 Q _n M	<p>Number of Seminars/conferences/workshops conducted by the institution during the year</p> <p>3.1.3.1: Total number of Seminars/conferences/workshops conducted by the institution during the year</p> <table> <tr> <td>Year</td><td>2020-2021</td></tr> <tr> <td>Number of teachers</td><td>04</td></tr> </table>	Year	2020-2021	Number of teachers	04
Year	2020-2021				
Number of teachers	04				

Key Indicator 3.2- Research Publication and Awards

Metric No.					
3.2.1. QnM	<p><i>Number of papers published per teacher in the Journals notified on UGC website during the year</i></p> <p>3.2.1.1. Number of research papers in the Journals notified on UGC website during the year</p> <table border="1"> <tr> <td>Year</td><td>2020-2021</td></tr> <tr> <td>Number</td><td>4</td></tr> </table>	Year	2020-2021	Number	4
Year	2020-2021				
Number	4				
3.2.2. QnM	<p><i>Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year</i></p> <p>3.2.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year</p> <table border="1"> <tr> <td>Year</td><td>2020-2021</td></tr> <tr> <td>Number</td><td>NIL</td></tr> </table>	Year	2020-2021	Number	NIL
Year	2020-2021				
Number	NIL				

Key Indicator 3.3- Extension Activities

Metric No.	
3.3.1. Q _i M	<p><i>Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year</i></p> <p>Describe the impact of extension activities in sensitizing students to social issues and holistic development within a maximum of 200 words.</p> <p>Due to covid restrictions and online classes, no extension activities were undertaken.</p>

<p>3.3.2. QnM</p>	<p><i>Number of awards and recognitions received for extension activities from government / government recognized bodies during the year</i></p> <p>3.3.2.1. Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year.</p> <table border="1"> <tr> <td>Year</td><td>2020-2021</td></tr> <tr> <td>Number</td><td>NIL</td></tr> </table>	Year	2020-2021	Number	NIL
Year	2020-2021				
Number	NIL				
<p>3.3.3. QnM</p>	<p><i>Number of extension and outreach programs conducted by the institution through NSS/NCC/Government and Government recognized bodies during the year</i></p> <p>3.3.3.1. Total Number of extension and outreach programs conducted by the institution through NSS/NCC/Government and Government recognized bodies during the year</p> <table border="1"> <tr> <td>Year</td><td>2020-2021</td></tr> <tr> <td>Number</td><td>NIL</td></tr> </table>	Year	2020-2021	Number	NIL
Year	2020-2021				
Number	NIL				
<p>3.3.4. QnM</p>	<p><i>Number of students participating in extension activities at 3.3.3. above during the year</i></p> <p>3.4.4.1. Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year</p> <table border="1"> <tr> <td>Year</td><td>2020-2021</td></tr> <tr> <td>Number</td><td>NIL</td></tr> </table>	Year	2020-2021	Number	NIL
Year	2020-2021				
Number	NIL				

Key Indicators 3.4 – Collaboration (20)

Metric No.					
3.4.1. QnM	<p>The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year</p> <table border="1"> <tr> <td>Year</td><td>2020-2021</td></tr> <tr> <td>Number</td><td>39</td></tr> </table> <p>LINK: https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/internship/certificates.pdf</p>	Year	2020-2021	Number	39
Year	2020-2021				
Number	39				
3.4.2. QnM	<p><i>Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year</i></p> <p>3.4.2.1. Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year</p> <table border="1"> <tr> <td>Year</td><td>2020-2021</td></tr> <tr> <td>Number</td><td>01</td></tr> </table> <p>Data requirement for year: (As per Data Template)</p> <p>Web link: https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/mou/spark.pdf</p>	Year	2020-2021	Number	01
Year	2020-2021				
Number	01				

Criterion 4 - Infrastructure and Learning Resources

Key Indicator – 4.1 Physical Facilities

Criterion 4 - Infrastructure and Learning Resources

Key Indicator – 4.1 Physical Facilities

Metric No.	
<p>4.1.1.</p> <p>Q₁M</p>	<p><i>The Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment etc.</i></p> <p>Response: Total Campus area within which institutions run by Saraswat Education society are located is 44000 SQ.MTS. of which 3286 Sq. Mts is the constructed area of the college.</p> <p>Classrooms with LCD – 18</p> <p>Classroom with LCD and sound system – 14</p> <p>Air-conditioned classrooms with LDC, sound system, green and white boards -7</p> <p>Computer Laboratories: 3 labs- 122 computers</p> <p>Office: 8 computers</p> <p>Cyclostyle cum Scanner cum photocopier machine – 3</p> <p>Printers – 8</p> <p>BBA office 02 computers</p> <p>Printers/ Photocopier – 3</p> <p>Principal ‘s cabin;</p> <p>laptop with printer - 1</p> <p>T.V -1 no</p> <p>HALLS:</p> <p>Fully equipped AC Auditorium with seating capacity of 300 persons</p> <p>Conference Room, Seminar Hall with 120 seats, Discussion room (in the library)</p> <p>Meeting Room (in the BBA wing)</p> <p>LIBRARY;</p> <p>-Total area of library is 200 sq.mts with separate stack area, reading area, e-library, discussion room and staff reading room. 9 computers with internet connectivity, database subscription. E-content</p> <p>OTHER FACILITIES;</p> <p>-Canteen, Girls common room, Boys common room, Counseling room and N.S.S room</p> <ul style="list-style-type: none"> • Link: https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/NAAC%20-%20PROJECTOR%20SPEAKER%20LOCATION/criteriatem.htm

<p>4.1.2. QIM</p>	<p><i>The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.</i></p> <p>SPORTS: Sports hall of 200 sq.mts inclusive of air conditioners and fitness centre separate timings for boys and girls, a user register maintained. The sports hall has hot and cold-water filter, 48-inch T.V with Tata Sky Connection.</p> <p>Equipment :</p> <ol style="list-style-type: none"> 1. treadmill, 2. leg extension machine, 3. Chest press machine, 4. Cycling. 5. Olympic bar with plates. 6. Weighing machine and height scale, 7. 2 Table tennis; tables, 8. 20 rackets, 9. Carom boards, 10. 20 chess boards, 11. Judo 20 mats. <p>Outdoor Facilities for the following games are available: football, volleyball, hockey, throw ball, handball, athletics, tennikoit, badminton 10 rackets. Cricket academy an initiative of the Saraswat Education Society with Goa cricket Association functions with one cricket coach and two grounds men, cricket net practice and fitness programs. Besides coaches from Sports Authority of Goa are available for the following games, Judo, football, athletics, badminton and chess. The college has an MOU with Goa State Chess association under which coaching camps are organized for college.</p> <p>Cultural; The college has a well-equipped auditorium called Anand Keni Hall.</p>				
<p>4.1.3. QnM</p>	<p><i>Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.</i></p> <p>Response; 100%</p> <p>4.1.3.1 : Number of classrooms and seminar halls with ICT facilities</p> <table border="1" data-bbox="327 1585 973 1666"> <tr> <td>Year</td><td>2020-21</td></tr> <tr> <td>Number of Classrooms</td><td>20</td></tr> </table> <ul style="list-style-type: none"> • Link : https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/NAAC%20-%20PROJECTOR%20SPEAKER%20LOCATION/criteriatem.htm 	Year	2020-21	Number of Classrooms	20
Year	2020-21				
Number of Classrooms	20				

4.1.4. Q _n M	<p>Expenditure, excluding salary for infrastructure augmentation during the year(INR in Lakhs)</p> <p>4.1.4.1.Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)</p> <table border="1" data-bbox="347 338 917 524"> <tr> <td>Year</td><td>2020-21</td></tr> <tr> <td>(INR in Lakhs)</td><td> <table> <tr> <td>B.Com</td> <td>422290</td> </tr> <tr> <td>BCA</td> <td>120450</td> </tr> <tr> <td></td> <td>542740</td> </tr> </table> </td></tr> </table> <p>https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/library/4.2.3.pdf</p>	Year	2020-21	(INR in Lakhs)	<table> <tr> <td>B.Com</td> <td>422290</td> </tr> <tr> <td>BCA</td> <td>120450</td> </tr> <tr> <td></td> <td>542740</td> </tr> </table>	B.Com	422290	BCA	120450		542740
Year	2020-21										
(INR in Lakhs)	<table> <tr> <td>B.Com</td> <td>422290</td> </tr> <tr> <td>BCA</td> <td>120450</td> </tr> <tr> <td></td> <td>542740</td> </tr> </table>	B.Com	422290	BCA	120450		542740				
B.Com	422290										
BCA	120450										
	542740										

Key Indicator – 4.2 Library as a learning Resource

Metric No.	
4.2.1. Q ₁ M	<p>Library is automated using Integrated Library Management System Response;</p> <p>The library is considered to be an integral part of any educational institution . Our institution started with a collection of 398 books in 1991 . Presently we cater to the needs academic needs and expectations of the faculty members as well as students. Right from the year of inception of the college , the library enriched its collections of books with addition of around 17458 books in various subjects , 36 journals , 14 magazines,01 databases.</p> <p>The library has collection of books on Goa , books for competitive examinations , year books , government reports such as economic survey of India ,economic survey of Goa, India’s Livelihood report, microfinance India ,Special performance report etc. are available in the library.</p> <ul style="list-style-type: none"> • Name of ILMS software; New Gen Lib • Nature of automation - partially automated • Version ; HELIUM 3.1.2 • Electronic Resources ; N LIST INFLIBNET • Library websites ; Access available on college websites • Bar coding ; initiated • Total number of computers ; 08 • Number of photocopying machine- 01 • Printer -01 • Internet bandwidth – 2 mbps (Ethernet express) • Internet facilities for the students ; 5 computers <p>Link : https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/library/4.2.1.pdf</p>

4.2.2. QnM	<p>The institution has subscription for the following e-resources</p> <ol style="list-style-type: none"> 1. e-journals 2. e-Shodh Sindhu 3. Shodhganga Membership 4. e-books 5. Databases 6. Remote access toe-resources <p>Response: A</p> <p>Link : https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/library/4.2.2.pdf https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/library/4.2.2&4.2.3Library.pdf</p>				
4.2.3 QnM	<p>Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</p> <p>4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</p> <table border="1"> <tr> <td>Year</td><td>2020-21</td></tr> <tr> <td>(INR in Lakhs)</td><td> <p>B.com – Rs.78,143 (Books) Rs.1,49,754 (Journals/Periodicals) B.C.A – Rs. 5,231 (Books) B.B.A- Rs. 86,220 (Books)</p> </td></tr> </table> <ul style="list-style-type: none"> • Link: https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/library/4.2.3.pdf • https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/library/4.2.2&4.2.3Library.pdf 	Year	2020-21	(INR in Lakhs)	<p>B.com – Rs.78,143 (Books) Rs.1,49,754 (Journals/Periodicals) B.C.A – Rs. 5,231 (Books) B.B.A- Rs. 86,220 (Books)</p>
Year	2020-21				
(INR in Lakhs)	<p>B.com – Rs.78,143 (Books) Rs.1,49,754 (Journals/Periodicals) B.C.A – Rs. 5,231 (Books) B.B.A- Rs. 86,220 (Books)</p>				
4.2.4 QnM	<p>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)</p> <p>4.2.4.1 Number of teachers and students using library per day over last one year</p> <p>Average usage of the library by the college = Total no. of teachers & students in each day for all working days / Total no. of working days</p> <p>Answer : 5.42 per day</p> <p>Note: Due to covid restriction only teachers were visiting the institution and library</p> <p>LINK: https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/library/4.2.4.pdf</p>				

Key Indicator- 4.3 IT Infrastructure

Metric No.	
4.3.1. Q ₁ M	<p>Institution frequently updates its IT facilities including Wi-Fi</p> <p>Describe IT facilities including Wi-Fi with date and nature of updating within a maximum of 200 words</p> <p>Due to Covid restrictions IT facilities were not upgraded</p>

4.3.2. QnM	Student – Computer ratio Number of students : Number of Computers Data 4:1
4.3.3. QnM	Bandwidth of internet connection in the Institution Response: B.com – Option E – 2 MBPS B.C.A – Option D – 8 MBPS B.B.A – Option D – 10 MBPS

Key Indicator – 4.4 Maintenance of Campus Infrastructure

Metric No.					
4.4.1 QnM	<p>Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year(INR in Lakhs)</p> <p>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)</p> <table border="1"> <thead> <tr> <th>Year</th><th>2020-21</th></tr> </thead> <tbody> <tr> <td>(INR in Lakhs)</td><td> Physical - Rs.1,12,133(B.com) Rs. 29,784 (B.C.A) Rs. 2,32,578 (B.B.A) Academic – Rs.1,20,229 (B.com) Rs. 21,937 (B.C.A) Rs2,32,578 (BBA) </td></tr> </tbody> </table> <p>Link: https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/library/4.2.3.pdf</p>	Year	2020-21	(INR in Lakhs)	Physical - Rs.1,12,133(B.com) Rs. 29,784 (B.C.A) Rs. 2,32,578 (B.B.A) Academic – Rs.1,20,229 (B.com) Rs. 21,937 (B.C.A) Rs2,32,578 (BBA)
Year	2020-21				
(INR in Lakhs)	Physical - Rs.1,12,133(B.com) Rs. 29,784 (B.C.A) Rs. 2,32,578 (B.B.A) Academic – Rs.1,20,229 (B.com) Rs. 21,937 (B.C.A) Rs2,32,578 (BBA)				
4.4.2. QnM	<p>There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.</p> <p>Utilization and maintenance of Laboratories ; . There are three independent computer laboratories for B.Com , BBA , BCA programs for computer related courses . .the college has AMC in place which takes care of the overhaul of the computer and digital systems in the college every week.</p> <p>CLASSROOMS; The college has allotted duties to the concerned multi task staff to check the maintenance and cleanliness of all the classrooms on daily basis.</p> <p>SPORTS CENTRE; The college has an independent sports centre with table tennis, carom ,and a separate gymnasium .The college has appointed one multi-tasking staff exclusively for sports centre . A separate register is maintained in the sports centre to record the entries of the table tennis bats and carom items .</p> <p>GENERAL MAINTENANCE;</p>				

	<p>Sewage, drainage, cleaning and septic tank cleaning is carried out by professional municipal persons .</p> <p>The cleaning of classrooms, library ,laboratories , sports centre , and seminar hall is done by multi-tasking staff regularly.</p> <p>LIBRARY;</p> <p>The college has appointed two library attendants.</p> <p>AMC</p> <p>The college has ANNUAL MAINTENANCE CONTRACT (AMC) for the below mentioned facilities.</p> <ul style="list-style-type: none">- Computes- Air conditioners- Water coolers- EPABX intercom system in campus- Water purifiers- Photocopy machines- CCTV <p>CANTEEN ;</p> <p>Maintenance and upkeep of the canteen is done by the employees of the contractor every day.</p> <p>Water filter and water cooler are maintained properly through regular maintenance service.</p>
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Criterion 5- Student Support and Progression

Key Indicator- 5.1 Student Support

Metric No.					
5.1.1 QnM	<p><i>Number of students benefited by scholarships and free ships provided by the Government during the year</i></p> <p>5.1.1.1. Number of students benefited by scholarships and free ships provided by the Government during the year</p> <table border="1"> <tr> <td>Year</td><td>2020-21</td></tr> <tr> <td>Number</td><td>NIL</td></tr> </table>	Year	2020-21	Number	NIL
Year	2020-21				
Number	NIL				
5.1.2. QnM	<p><i>Number of students benefitted by scholarships, freeships etc. provided by the institution / non- government bodies, industries, individuals, philanthropists during the year</i></p> <p>5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government bodies, industries, individuals, philanthropists during the year</p> <table border="1"> <tr> <td>Year</td><td>2020-21</td></tr> <tr> <td>Number</td><td>NIL</td></tr> </table>	Year	2020-21	Number	NIL
Year	2020-21				
Number	NIL				
5.1.3. QnM	<p><i>Capacity building and skills enhancement initiatives taken by the institution include the following</i></p> <ol style="list-style-type: none"> 1. Soft skills 2. Language and communication skills 3. Life skills (Yoga, physical fitness, health and hygiene) 4. ICT/computing skills <p>Options:</p> <ol style="list-style-type: none"> A. All of the above B. 3 of the above C. 2 of the above D. 1 of the above E. none of the above <p>Response: D (1 of the above)</p> <p>Link: https://caculoccollege.in/</p>				

5.1.4. QnM	<p><i>Number of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the year</i></p> <p>5.1.4.1. Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</p> <table border="1"> <tr> <td>Year</td><td>2020-21</td></tr> <tr> <td>Number</td><td>NIL</td></tr> </table> <ul style="list-style-type: none"> Due to covid restrictions classes were held online. 	Year	2020-21	Number	NIL
Year	2020-21				
Number	NIL				
5.1.5. QnM	<p><i>The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases</i></p> <p>Response: E</p> <p>Due to covid restrictions classes were held online however monthly reports of anti ragging were duly sent to department</p> <p>Link: https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/ragging/5.1.5.pdf</p>				

Key Indicator- 5.2 Student Progression

Metric No.					
5.2.1 QnM	<p><i>Number of placement of outgoing students during the year</i></p> <p>5.2.1.1: Number of outgoing students placed during the year</p> <table border="1"> <tr> <td>Year</td><td>20-21</td></tr> <tr> <td>Number</td><td>24</td></tr> </table>	Year	20-21	Number	24
Year	20-21				
Number	24				
5.2.2. QnM	<p><i>Number of students progressing to higher education during the year</i></p> <p>5.2.2.1. Number of outgoing student progression to higher education</p> <table border="1"> <tr> <td>Year</td><td>20-21</td></tr> <tr> <td>Number</td><td>50</td></tr> </table>	Year	20-21	Number	50
Year	20-21				
Number	50				

5.2.3. QnM	<p><i>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)</i></p> <p>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</p> <table border="1"> <tr> <td>Year</td><td>20-21</td></tr> <tr> <td>Number</td><td>NIL</td></tr> </table> <p>5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) during the year</p> <table border="1"> <tr> <td>Year</td><td>20-21</td></tr> <tr> <td>Number</td><td>NIL</td></tr> </table>	Year	20-21	Number	NIL	Year	20-21	Number	NIL
Year	20-21								
Number	NIL								
Year	20-21								
Number	NIL								

Key Indicator- 5.3 Student Participation and Activities

Metric No.					
5.3.1 QnM	<p><i>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.</i></p> <p>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) duringthe year.</p> <table border="1"> <tr> <td>Year</td><td>20-21</td></tr> <tr> <td>Number</td><td>NIL</td></tr> </table> <p>- Due to covid restrictions Sports Events were not held.</p>	Year	20-21	Number	NIL
Year	20-21				
Number	NIL				
5.3.2 QIM	<p><i>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)</i></p> <p>- Due to covid restrictions classes were held online, as a result student engagement not done.</p>				

<p>5.3.3. QnM</p>	<p><i>Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)</i></p> <p>5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated during the year</p> <table border="1" data-bbox="347 376 657 452"> <tr> <td>Year</td><td>20-21</td></tr> <tr> <td>Number</td><td>NIL</td></tr> </table> <p>- Due to covid restrictions Sports Events were not held.</p>	Year	20-21	Number	NIL
Year	20-21				
Number	NIL				

Key Indicator- 5.4 Alumni Engagement

Metric No.	
5.4.1 QIM	<p><i>There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services.</i></p> <ul style="list-style-type: none"> The alumni association of the college was established in 2011. Under the leadership of alumnus Abhishek Asnodkar, the Alumni Association has been reconstituted and registered (bearing registration no. 486/GOA/2018, dated 10th Dec 2018). The alumni association has been functional in the overall development of the college. The members of the association are representatives of diverse alumni and are from different streams/programmes. The alumni members meet regularly During these meetings, achievements, progress, and plans are shared, and feedback is taken. <p>Financial support</p> <ul style="list-style-type: none"> The alumni association has collected contribution from the members, teachers and external members in the form of registration, donations, fund-raising activities, sponsorships, etc. A separate bank account is maintained in this regard. It undertakes fund raising activities like the Variety Entertainment Programme, Alumni get-together, marathon, Inter-collegiate cricket tournament, etc. <p>Non- financial support</p> <ul style="list-style-type: none"> Representation on IQAC The alumni contribute in policy making by their representation in the statutory and academic committees such as IQAC, etc. Members of alumni contribute to the development of the college by bringing out innovative practices in learning methods, and providing guidelines to the departments for grooming the current students, to get accustomed with dynamic business environment. However on account of covid restrictions alumni engagement during this period was not conducted.
5.4.2 QnM	<p><i>Alumni contribution during the year (INR in Lakhs)</i></p> <p>NIL</p> <p>Due to covid restrictions alumni engagement was not conducted</p>

Criterion 6- Governance, Leadership and Management

Key Indicator- 6.1 Institutional Vision and Leadership

Metric No.	
6.1.1 QIM	<p><i>The governance of the institution is reflective of and in tune with the vision and mission of the institution</i></p> <p>Response:</p> <p>1. Vision of the College:</p> <p>To be the model institution, providing for a holistic development of individuals with an aim of promoting a healthy and progressive society.</p> <p>2. Mission Statement of the College:</p> <p>To impart value added education to nurture creative abilities of our youth, to develop professional competence with a focus on opportunities for individual excellence and the collective wellbeing of community.</p> <p>3. Nature of Governance: The college is a part of the Saraswat Education Society which has a General Assembly of the; Chairman, Vice-Chairman and Secretary which conducts a general meeting once a year. The Society also has an Executive Committee which is elected every three years by the members of the Saraswat Society.</p> <p>At the level of the overall institution, leadership is provided by the principal. At the departmental level leadership is provided by the various departmental heads and Course Coordinators.</p> <p>Involvement of Teaching Staff in Decision Making</p> <p>The teaching staff are part of at least one committee and these committees are formulated by the principal at the start of every academic year. The decision making at the level of the committees is by the all the teaching staff who are part of this committees.</p> <p>Link: https://caculocollege.in</p>

<p>6.1.2</p> <p>QIM</p>	<p><i>The effective leadership is visible in various institutional practices such as decentralization and participative management.</i></p> <p>Response:</p> <p>The college conducts three programmes; BCom, BBA and BCA. The BBA and BCA programmes are self-financed and are headed by the respective Course Coordinators who are responsible for their functioning. The Course Coordinators are responsible for all decisions pertaining to, admissions, subjects to be conducted from the list of approved subjects by the university, setting of timetables, selection of guest faculties, managing the examinations, purchases, branding & promotions, and all other day to day activities involved in the smooth functioning of their respective programmes. The Course Coordinators report to the principal who conducts meetings with them from time to time to monitor the overall working of the programmes. The Self-Financed programmes of the institution, in fact has always been given the freedom to operate like separate units. The respective course coordinators for these programmes has been given the freedom to chalk out separate strategies to position these programmes differently from the regular aided BCom Programme.</p> <p>The BCom course also has various departmental heads. The departmental heads are responsible for the functioning of their respective departments and report directly to the principal</p> <p>The various committees formulated by the principal help in decentralizing the decision making for academic and administrative functioning.</p> <p>Link: https://caculocollege.in/academics/</p>
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Key Indicator- 6.2 Strategy Development and Deployment

Metric No.	
<p>6.2.1</p> <p>QIM</p>	<p><i>The institutional Strategic/ perspective plan is effectively deployed</i></p> <p>Due to covid restriction strategic / perspective plan could not be framed.</p>
<p>6.2.2</p> <p>QIM</p>	<p><i>The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.</i></p>

	<p>Role of the Executive Management Committee</p> <p>The responsibility of the executive management committee is to oversee overall functioning of various educational institutes which are under the Saraswat Education Society</p> <p>Role of the Principal</p> <p>The Principal is responsible for the overall functioning of the college. For the smooth functioning of all the programmes, he coordinates with the various departmental heads and helps in resolving any issue which need his assistance. The principal upraises the executive management committee about the infrastructural requirements and man power requirement of the institution and discusses ways to implement the same.</p> <p>Recruitment procedure- For the BCom programme the college has to recruit according to the government laid down provisions and also the Goa University statute for recruitment. For the Self-Financed courses, recruitment process is entirely controlled by the college and selection is done based on the university laid down statute for recruitment of teachers.</p> <p>Service rules-Service rules are mentioned in the appointment letter given at the time of recruitment</p> <p>Grievance redressal mechanism- Principal appoints the Employee Grievance Cell, Students Grievance Cell and Examination Grievance Cell at the start of every academic year with a senior faculty who is made the convener of each of these committees.</p> <p>Link: https://caculocollege.in/caculocollege.in/caculo/naac2019/Criterion6/6.2.2%20ORGANOGRAM%20OF%20THE%20COLLEGE/6.2.2%20ORGANOGRAM%20OF%20THE%20COLLEGE.pdf </p>
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6.2.3 Implementation of e-governance in areas of operation

Response: A. All 4 of the above

Link:

https://assessmentonline.naac.gov.in/storage/app/hei/SSR/104121/6.2.3_1570687285_3753.pdf

https://assessmentonline.naac.gov.in/storage/app/hei/SSR/104121/6.2.3_1570687364_3753.pdf

https://assessmentonline.naac.gov.in/storage/app/hei/SSR/104121/6.2.3_1570687364_3753.pdf

Key Indicator- 6.3 Faculty Empowerment Strategies

Metric No.	
<p>6.3.1</p> <p>QIM</p>	<p><i>The institution has effective welfare measures for teaching and non- teaching staff</i></p> <p>Response</p> <ul style="list-style-type: none"> • Staff Co-operative Credit Society for extending credit facilities including festival Advance • Canteen facility in the Campus • Group insurance is provided to the Regular Teachers and Staff • Yearly 1 set of uniform is provided to group 'D' and to daily wage staff • First Aid box with medicines is available in the staff room for all. • Security has been provided with a Cabin. • Uniform and raincoat is provided to group D employees. • Provision of Earned leaves for the staff of the self-financed programmes. • Fitness centre is open for the use of the college staff in their spare time. • Medical camp for staff and free eye checkup. <p>Link: https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/criteria6/6.3.1.jpeg</p>

<p>6.3.2 QnM</p>	<p><i>Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year</i></p> <p>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</p> <table border="1"> <tr> <td>Year</td><td>2020-21</td></tr> <tr> <td>Number</td><td>10</td></tr> </table> <p>Link: https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/criteria6/teachers_attended_seminar.pdf</p>	Year	2020-21	Number	10
Year	2020-21				
Number	10				
<p>6.3.3 QnM</p>	<p><i>Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year</i></p> <p>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</p> <table border="1"> <tr> <td>Year</td><td>2020-21</td></tr> <tr> <td>Number</td><td>NIL</td></tr> </table>	Year	2020-21	Number	NIL
Year	2020-21				
Number	NIL				
<p>6.3.4 QnM</p>	<p><i>Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year</i> <i>(Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)</i></p> <p>6.3.4.1. Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year</p> <table border="1"> <tr> <td>Year</td><td>2020-21</td></tr> <tr> <td>Number</td><td>NIL</td></tr> </table>	Year	2020-21	Number	NIL
Year	2020-21				
Number	NIL				
<p>6.3.5 QIM</p>	<p><i>Institutions Performance Appraisal System for teaching and non- teaching staff</i></p> <p>The institution follows the Performance Appraisal system prescribed by the University which helps in Career Advancement of the Teaching faculty. Every year the faculties have to submit the Performance appraisal form duly filled, consisting of work load, extra remedial classes, Research work, Co- curricular and extension activities carried out throughout the year. The Performance appraisal form is evaluated by the Principal and necessary action is taken with respect to the improvement in teaching, Learning evaluation informally. The same form is scrutinized during the Career advancement of Faculties by the screening committee and accordingly Career Advancement is granted.</p> <p>In Non-teaching staff members, personal appraisal form is required to be submitted every year and Head Clerk/Administrative head will evaluate and due recommendation is made to the Principal. At the time of promotion, the Personal Appraisal form will be assessed by the selection committee comprising of Government representative.</p> <p>Link:</p>				

	https://assessmentonline.naac.gov.in/storage/app/hei/SSR/104121/6.3.5_1570694418_3753.pdf
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Key Indicator- 6.4 Financial Management and Resource Mobilization

Metric No.					
6.4.1 QIM	<p><i>Institution conducts internal and external financial audits regularly</i> 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</p> <p>Response: Due to covid restriction no external or internal Audit were conducted.</p>				
6.4.2 QnM	<p><i>Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)</i> 6.4.2.1: Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)</p> <table border="1"> <tr> <td>Year</td><td>2020-21</td></tr> <tr> <td>INR in Lakhs</td><td>NIL</td></tr> </table>	Year	2020-21	INR in Lakhs	NIL
Year	2020-21				
INR in Lakhs	NIL				
6.4.3 QIM	<p><i>Institutional strategies for mobilization of funds and the optimal utilization of resources</i></p> <p>Response: For Government-Aided program (BCOM)</p> <ul style="list-style-type: none"> Fees collected from students are utilized for recurring expenditure incurred by the college Government grants received by the institute are used in accordance with the terms and conditions laid out by the funding authority <p>For self-financed program (BBA, BCA)</p> <ul style="list-style-type: none"> Self-finance courses manage all the requirements of their course through fees paid by students. Course directors of respective courses prepare an annual budget, which is approved by the Principal and Management executive committee. These funds are also utilized for campus development. PTA fund is used for college-related activities. 				

Key Indicator- 6.5 Internal Quality Assurance System

Metric No.	
6.5.1 QIM	<p><i>Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes</i></p> <p>The IQAC is actively functional in the planning and initiation of the several strategies and processes in the college after the accreditation by the NAAC in 2019. Two best practices initiated by the IQAC for institutionalizing the quality assurance strategies and processes:</p> <ol style="list-style-type: none"> 1. Webinars were conducted on Academic excellence through API for faculties, Capacity Building through Research Publications for research scholars also Gender sensitization programs were conducted. 2. Administrative staff training was conducted for nonteaching staff of the college. <p>Link: http://meet.google.com/gdj-wuik-hhz</p>
6.5.2 QIM	<p><i>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</i></p> <p>IQAC Committee had recommended career guidance workshop to facilitate Industry Internships for students. However it was on hold due to COVID restrictions</p>
6.5.3 QnM	<p>Quality assurance initiatives of the institution include:</p> <p>Ans: Any 3 of the above -option 3</p> <ul style="list-style-type: none"> • The IQAC meets at regular intervals to discuss various issues regarding teaching-learning processes. • The IQAC also visits the departments and participates in the departmental meetings. This setup has evolved into successful review methodology for improvement in teaching and learning process. Through this system of review, the IQAC observed that for continuous development of teaching-learning, there is a necessity for enrichment of ICT infrastructure. therefore it emphasized the increasing the base of ICT infrastructure. • The institute has also signed MOU with various other educational institutions as well as corporates which is facilitated by the IQAC cell. <p>Link: https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/criteria6/NIRF_Ranking.pdf</p>

	<p>Link:https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/criteria6/IQAC20-21.pdf</p> <p>Link: https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/criteria6/annualreport.docx</p>
	<p>Link: https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/mou/spark.pdf</p>

Criterion 7 – Institutional Values and Best Practices

7.1.1 QIM	<p><i>Measures initiated by the Institution for the promotion of gender equity during the year.</i></p> <p>SAFETY AND SECURITY: Due to Covid-19 restrictions, students were not allowed in the college premises. External security of the College is ensured by full-time security guards for constant monitoring of premises and screening of all visitors. The College campus is under surveillance by installing CCTV cameras at all corridors and entrances of the premises. First aid kits and fire extinguishers are placed in accessible areas of the College.</p> <p>COUNSELLING: Women Anti Sexual Harassment Committee has been constituted to address grievances of students and faculty. Two class counsellors are appointed for each class. A professional counsellor is appointed by the college to look into the personal and study-related issues faced by college students.</p> <p>COMMON ROOM: Separate restrooms and washroom facilities for girls are available.</p> <p>OTHER INITIATIVES: Ladies' representatives are appointed at all class levels in all the BCom, BBA, BCA streams. The College has taken all steps to ensure that the campus environment is free from ragging. The College also has an anti-ragging committee as laid down by the UGC regulations.</p> <p>Safety and Security Web Link : https://assessmentonline.naac.gov.in/storage/app/hei/SSR/104121/7.1.2_1570608826_3753.pdf</p> <p>Prevention of Sexual Harassment Link http://caculocollege.in/prevention-of-sexual-harassment/</p> <p>Anti Ragging Cell Link http://caculocollege.in/anti-ragging-cell/</p>
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	Environmental Consciousness and Sustainability
7.1.2 QnM	<p><i>The Institution has facilities for alternate sources of energy and energy conservation measures</i></p> <p>Response: D Link: https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/criteria7/lights.pdf https://assessmentonline.naac.gov.in/storage/app/hei/SSR/104121/7.1.3_1570609039_3753.pdf</p>

<p>7.1.3</p> <p>QIM</p>	<p><i>Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words)</i></p> <p>Response:</p> <p>Solid waste management: Segregation of wet and dry waste has been initiated. Each classroom now has three bins, One for wet waste, one for paper waste and one for plastic waste. There are waste bins outside the classrooms for glass wastes. Composting of physical wet waste has been proposed. NSS volunteers collect plastic bags as part of cleanliness efforts. Multi-tasking staff is appointed and each floor has dedicated staff for maintenance. The collection is being done by municipal staff every day. Composter bins are installed in the garden.</p> <p>Liquid Waste Management: Wastewater recycling for liquid waste management has been proposed. Device for tap control proposed. Maintenance of soak pit for waste disposal.</p> <p>E-Waste Management: The college has a tie-up with an external agency for E-Waste management. BCA Dept. annually conducts E-Waste collection activity.</p> <p>Due to covid restriction students were not allowed in college therefore E-waste drive could not be conducted.</p> <p>Link: https://assessmentonline.naac.gov.in/storage/app/hei/SSR/104121/7.1.5_1570609552_3753.pdf</p>
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<p>7.1.4</p> <p>Q_nM</p>	<p><i>Water conservation facilities available in the Institution:</i></p> <p>Response: D</p> <p>Given the surplus rainfall received during specific months of the monsoon season and the remaining months of the year is dry, Measures were undertaken to control water consumption: Reducing water wastage by identifying and repairing any leakages. Installing tap aerators to control the flow of water through taps. Rainwater is utilized for gardening by storing it in tanks and reusing it once the monsoon season is over. The staff and students are also sensitized about conservation of water to have active participation in preserving this depleting resource.</p>
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7.1.5	<i>Green campus initiatives include</i>
QnM	<p>Response: C</p> <p>Plastic free campus To ensure a plastic free campus, the college has taken the following steps: To minimize the use of plastic containers, plates and glasses. Encourages the use of steel, ceramic cups, glasses and eco-friendly plates. Replaced the use of vinyl banners with electronic boards. Promotes the use of paper and cloth bags and discouraging use of plastic bags. Potted plants are presented to guests instead of plastic wrapped bouquets.</p> <p>Paperless office Communication to teachers and students is through electronic mode like email, WhatsApp messages, college website. Admission to various programmes is through the electronic mode. Students submit assignments through email.</p> <p>Green landscaping with trees and plants The campus has trees, plants and a garden maintained by the college gardener and students. The college conducts activities focusing on green practices.</p>

7.1.6	<i>Quality audits on environment and energy are regularly undertaken by the institution</i>
QnM	<p>Response: E (Due to covid restriction audits could not be held)</p>

7.1.7	<i>The Institution has Divyangjan-friendly, barrier free environment</i>
QnM	<p>Response: B Link: https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/infrastructure/lift.pdf https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/infrastructure/ramp.pdf</p>
	Inclusion and Situatedness
7.1.8	<i>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).</i>
QIM	<p>Response: Due to the Covid-19 pandemic, activities could not be conducted.</p>

	Human Values and Professional Ethics
7.1.9 QIM	<i>Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens</i>
	Response: Due to the Covid-19 pandemic, activities could not be conducted.
7.1.10 Q_nM	<i>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</i> Response: D http://caculocollege.in/code-of-conduct/ http://caculocollege.in/code-of-conduct-for-teachers/ https://www.unigoa.ac.in/uploads/content/GUOrdinance.pdf
7.1.11 QIM	<i>Institution celebrates / organizes national and international commemorative days, events and festivals</i> Describe the efforts of the Institution in celebrating /organizing national and international commemorative days, events and festivals during the year within 200 words Due to the Covid-19 pandemic no celebrations/commemorations could be conducted.

Key Indicator - 7.2 Best Practices

Metric No.	
7.2.1 Q_iM	Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual. Link: https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/criteria7/best_practice.pdf

Key Indicator - 7.3 Institutional Distinctiveness

Metric No.	
<p>7.3.1</p> <p>Q1M</p>	<p><i>Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words</i></p> <p>Provide web link to:</p> <p>Link: https://caculocollege.in/caculocollege.in/caculo/AQAR20-21/criteria7/7.3.1.pdf</p>
	<p>FUTURE PLAN OF ACTION FOR THE ACADEMIC YEAR 21-22</p> <p>The college plans to:</p> <ol style="list-style-type: none"> 1) organize certificate courses in computer science, commerce, accountancy, and other related subjects 2) organize campus placement drive or campus recruitment by inviting various companies o in the campus. In order to enhance the industry-academic linkages. 3) sign more MOUs with the industry 4) encourage the internship for the students. 5) The extension activities will be enhanced by setting up an additional committee besides the NSS unit. 6) to increase the freeship and scholarships with the help of the management, NGO, and Government organizations. 7) to improve the infrastructure by creating additional room for IQAC, examination, language lab, and commerce lab. 8) Student events such as Phoenix and IT maestro in physical mode 9) intercollegiate completion in sports by collaborating with the other colleges. 10) organize various activities in collaboration with social organisations or non-government organisations. 11) organize the campus green programme. The IQAC of the college will design some new innovative certificate courses for the students. The classroom will be converted into smart rooms so that innovative teaching techniques will be followed. 12) organizing an exhibition on subject-related themes.

	13) To organize marketing week by inviting successful businessmen. to encourage entrepreneurship skills
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