



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution	ROSARY COLLEGE OF COMMERCE AND ARTS
Name of the head of the Institution	Rev. Dr. Simao Remedios Diniz
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	918322736864
Mobile no.	9822124121
Registered Email	principal@rosarycollege.org
Alternate Email	rosarycollege.1990@gmail.com
Address	Buticas
City/Town	Navelim
State/UT	Goa
Pincode	403707
2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Ms. Alison Quadros
Phone no/Alternate Phone no.	918322701564
Mobile no.	9922001538
Registered Email	iqac@rosarycollege.org
Alternate Email	rosarycollege.1990@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://rosarycollege.org/wp-content/uploads/2016/01/AQAR2016-17.doc
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://rosarycollege.org/activities-2018-2019/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	79.10	2005	28-Feb-2005	28-Feb-2010
2	A	3.21	2011	16-Sep-2011	16-Sep-2016
3	A	3.29	2017	21-Feb-2017	21-Feb-2022

6. Date of Establishment of IQAC

12-Jul-2007

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/beneficiaries
IQAC Meeting	22-Aug-2017 1	14
National Institutional Ranking Framework	06-Oct-2017 1	30
All India Survey on Higher Education	12-Feb-2018 1	30
India Today Ranking	12-Feb-2018 1	30
Presentation regarding the Institutional Accreditation: the NAAC Manual for Affiliated Colleges (Effective from July, 2017) for the Teaching and Non-Teaching Staff	28-Sep-2017 1	78
One Day National Level Faculty Enrichment Programme on the theme Enhancement and Sustenance of Quality of Students and Teachers	12-Apr-2018 1	78

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8. 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
Institution	RUSA	Central Government	2017 365	10286000

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

1

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

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11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Induction Program for the newly appointed faculty and first year students on the Core Structure and Examinations Pattern

Project Orientation for the Final Year Students

Faculty Development Programs

Orientation Programme on Examination Pattern for the new faculty

Program to develop student's professional ethics

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes
Collaboration with organization	Promoting Entrepreneurship and Innovation among students.
Measures to reduce waste	Scientific methods for vermi composting, khamba, use of incinerators
Organizing IPR	Creating awareness about Intellectual Property Rights in Teaching, Industry etc.
Incentives for	To encourage and undertake various research related

research	activities
OPAC	Providing anytime , anywhere retrieval of information
Up gradation of technology	Enhanced teaching learning process
Formation of different Cells	Carrying out activities for all round development of students.
Updation of College website	Stakeholders aware of all information online
Teaching Time Plans	Students informed of teaching schedules
Academic Calendar	List of all college activities including examination dates

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14. Whether AQAR was placed before statutory body ?	Yes
Name of Statutory Body	Meeting Date
Local Managing Committee	18-Dec-2018
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	12-Feb-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The admission process of the students at Entry level is linked to the MIS. On purchase of the prospectus the students were provided with a onetime code to login into the system to provide the details necessary for the admission process. This facilitated smooth functioning of the Admission Process. The MIS is also used to keep records of the books and journals maintained by the college central library. Further upgradation of the MIS is being undertaken to simplify the procedure of recording the student's marks and declaration of results. Also upgradation of the MIS with regard to the daily attendance of the students is getting ready.

Part B

CRITERION I - CURRICULAR ASPECTS

1.1 - Curriculum Planning and Implementation

1.1.1 - Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institution employs a number of mechanisms for effective delivery of the curriculum and also to make the teaching, learning process more students centric. At the beginning of the academic year, Department meetings are held and the blueprints of the teaching methodologies are discussed with focus on timely completion of the syllabus. Teachers then prepare their teaching plans and deliver their lectures accordingly. The institution also has a rich central library with open access and state of the art facilities for teachers and students. Many departments also have their own departmental libraries for the benefits of their students. In addition to the conventional teaching methods, various other teaching methods like use of ICT, quizzes, debates, role-plays, film screenings, field trips, assignments, audio-video facilities, use of charts, case studies, bridge courses, allied courses are held in order to make the curriculum delivery more effective and innovative. For the benefits of weaker students, remedial lectures are conducted. Well placed external faculty and experts are regularly invited to deliver guest lectures and augment the teaching learning process. Class tests, mid-term examinations, mock viva are regularly conducted to track the progress of the students. Internal Semester Assessment is done transparently with the marks given to the students. The Principal and Administration as a whole, keep an eye on the departmental proceedings, student needs, students performances and in general the different activities related to teaching, learning and its effective implementation for the benefit of the student community.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Digital Marketing Workshop	Nil	26/09/2017	14	Employability and Entrepreneurship	Knowledge of Search Engine Optimization (SEO), Search Engine Marketing (SEM), Pay Per Click (PPC), Social Media Marketing (SMM), Content Marketing Email Marketing.
Wine making	Nil	27/04/2018	1	Entrepreneurship	Critical thinking and planning Skills Expert Knowledge of the fermentation process and skill in the art of blending the best lots together. Ability to adapt to strenuous work hours during harvest time.
Quilling Art	Nil	25/04/2018	4	Entrepreneurship	Knowing the basic quilling shapes Learning basic techniques Gaining ideas of quilling art Arouse creativity and encourages self-expression Develops hand-eye coordination.

					Apply the knowledge gained in this course to create unique masterpieces.
Tally.ERP 9 (with GST) Course	Nil	07/08/2017	23	Employability	calculating monetary terms accountancy related problems taxation GST calculation effective commercial transactions effective and efficient financial handlings

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BTTM	Time management-BBCS007	02/07/2017
BBA	Candle and flower making	20/01/2018
BBA	Written communication-BBCS002	24/01/2018
BBA	Basics of professional photography-BB0N006	24/01/2018
BBA	Oral Communication-BBCS001	10/10/2018
BBA	Time management-BBCS007	06/07/2017
BBA	Creative writing -BB0N008	12/07/2017

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1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	UG	01/06/2017
BCom	UG	01/06/2017
BBA	UG	01/06/2017
BTTM	UG	01/07/2017

1.2.3 - Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	36	Nil

1.3 - Curriculum Enrichment

1.3.1 - Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Web Designing and Digital Marketing.	26/04/2018	10
Internet Applications and Tally	02/05/2018	20
Calligraphy Workshop	12/01/2018	13
Vegetable Carving	01/03/2018	12
Smocking Course	15/03/2018	10

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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	Internship	129
BTTM	Internship	99
MCom	Internship	19

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 - How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

The College obtains feedback from all its stake holders as it is crucial for the smooth functioning of the institution and also facilitates the maintenance of the quality of the institution and its facilities. Feedback is taken manually as well as online. Alumni: The feedback from alumni is obtained during the annual meetings of the formal registered alumni association called Rosary Alumni Family. A special feedback form is designed to obtain feedback from the alumni pertaining to issues such as usefulness and relevance of the on-going courses to the industry, market needs etc. Prominent Alumni, who are invited to judge various competitions, also interact with faculty and discuss areas where changes can be implemented and also how existing programs can be improved upon. Parents: Feedback from parents / guardians is elicited at the time of admissions and also during the open house (held twice a year). Through the mentoring program as well the mentors garner feedback from parents/ guardians with regards to programs offered, syllabi, facilities in institution etc. At the same time feedback is also given to parents and guardians about the performance of their children / wards. Periodic interactions also take place as and when necessary between the Principal and teaching faculty and the parents / guardians. Additionally the college has a specially designed questionnaire to elicit feedback particularly from parents of the final year students covering a range of topics from teaching, learning, syllabi, and extracurricular activities etc. after analysing the feedback the parents / guardians necessary improvements are introduced. Employers / Industry: As students of the college are periodically deputed to various organizations/industries for job training / internships, feedback is also taken from the employers. This feedback is with regard to the performance of the students, discipline, punctuality, scope for improvement etc. On the basis of the feedback necessary corrective measures are taken. Students: Students are encouraged to give their feedbacks either to the faculty members, class teachers, and mentors, Principal or to the professional counsellor who is available twice a week. Issues addressed are varied like canteen facilities, non-functioning of electrical devices, quality of lectures etc. The students are also allowed to communicate their feedback during student council meetings and through a special suggestion box which is opened every week and the issue are addressed by the Principal. Besides feedback of students is also obtained through a specially designed student teacher evaluation form which is an in depth feedback from each student with regards to each subject teacher on wide ranging issues like clarity speed of teaching, audibility, punctuality, quality of lecture delivery etc. each teacher goes through the feedback and provides a summary along with their comments in special format to the Principal. The Principal then goes through the

same and personally addresses issues with the concerned teacher wherever necessary. Students also provide feedback in a specially prepared format with inputs covering college infrastructure Necessary actions/ improvements are undertaken wherever needed. The Student's Grievance Redressal committee also takes care of grievances of students.

CRITERION II - TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Nil	180	291	172
BCom	Nil	300	394	287
BCA	Nil	88	122	84
BBA	Nil	52	110	52
BTTM	Nil	45	90	45
MCom	Nil	40	31	24

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2.2 - Catering to Student Diversity

2.2.1 - Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	1712	61	63	4	Nil

2.3 - Teaching - Learning Process

2.3.1 - Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
82	82	374	40	2	11

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 - Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes, the Institution does have a student mentoring system. This system is called the mentor-mentee system. Every teacher acts as a mentor to a group of students (Not more than 30 students). Every student in the college has a mentor to look after his/her academic and psychological, well-being. The mentors also monitor the performance of the mentees and keep tabs on the attendance as well. The mentoring system is implemented at the start of the academic year. The names of the mentors are displayed class-wise along with the names of the mentees. Specially formed committee monitors the smooth functioning of this system. Special forms are designed which record the details of each mentee. These details are with regard to attendance, academic progress, home address and details of parents or guardians. Mentors track the progress of the students and interact with parents at the bi-annual open house meetings or whenever the need arises. Detailed records of the meetings are also maintained with specifics like date, time, and purpose of visit of parents / guardians being recorded. Besides this formal mentoring system, the mentor also informally interacts with their mentees if they see the need to do so. These informal meetings are done in confidence and cover a variety of personal issues which may not be covered by the

professional counsellor of the institution. The mentors if they are unable to deal with the issues of the mentee effectively, then they refer to them to the professional counsellor in the Institution. This mentor-mentee system is a tremendous step in the direction to boost inclusiveness, gender sensitivity and social responsibility of the students while taking care of related psycho-social-educational challenges forced by them.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1773	67	1:26

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
21	21	Nil	21	7

2.4.2 - Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2017	Dr. Juao Costa	Associate Professor	Best Paper Award at International Seminar organised by SIES College of Management Studies (SIESCOMS)

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2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MCom	Nil	II IV	04/03/2018	09/07/2018
MCom	Nil	I III	21/11/2017	25/01/2018
BCA	Nil	II IV	23/04/2018	18/05/2018
BCA	Nil	I III	31/10/2017	16/12/2017
BCom	Nil	II IV	23/04/2018	12/05/2018
BCom	Nil	I III	31/10/2017	06/12/2017
BA	Nil	II IV	23/04/2018	12/05/2018
BA	Nil	I III	31/10/2017	06/12/2017

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2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution is affiliated to Goa University and therefor follows the guidelines laid down with regard to continuous integral evaluation. The students are evaluated throughout the year through class tests, intra-semester assessment (ISA's), paper presentation, assignments, class quizzes etc. Some departments as a part of their syllabus organize debates, group discussions and even student seminars to help gauge the level of understanding of the student as well as disseminate knowledge to the students. The periodically conducted assessments help to know the performance of the students and accordingly corrective and or remedial measures are undertaken. The institution has the examination committee which manages the examination schedule and regulates the dates in both semesters. Orientation programmes are also conducted by the examination committee to enlighten the students about examination pattern and evaluation process.

2.5.3 - Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

- The First year students are given orientation on exam reforms and also on core structure by the examination committee to make them aware. - The class teachers carefully monitor the regularity of attendance and the performance of the students in ISA's and semester and examinations. - The mechanism to deal with examination-related grievance as per the provisions of Goa University. a) Revaluation of answer books of candidates at Semester V and VI shall be permitted as per the existing provisions of OA-5.15 for revaluation/verification. However, revaluation of Semester I to IV examination is not permitted. Personal/Verification of marks shall be granted to the candidate in the presence of Principal/Vice-Principal and the concerned Examiner, provided he/she has applied for the same along with the payment of prescribed fees, within one week of declaration of the result. b) The procedure for the verification of marks is as follows: i) On a notified day and time, which should be not later than 10 days after the receipt of application from the candidate, the candidate shall be shown the answer book in the chamber of the Principal/Vice-Principal in the presence of the Examiner concerned. ii) If the candidate is not satisfied with the result on personal verification of answer book, he may apply to the College Grievance Committee within a week. iii) The College Grievance Committee shall take appropriate action as per the relevant Ordinance and inform the candidate of the decision taken accordingly.

2.6 - Student Performance and Learning Outcomes

2.6.1 - Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://rosarycollege.org/program-outcomes-2/>

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nil	MCom	Accounting & Marketing	37	32	86.49
Nil	BTTM	General	29	27	93.10
Nil	BBA	General	37	36	97.29
Nil	BCA	General	54	54	100
Nil	BCom	General	278	259	93.17
Nil	BA	General	124	117	94.35

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2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://rosarycollege.org/student-satisfaction-survey-3/>

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	00	NA	0	0
InternationalProjects	00	NA	0	0

Students Research Projects (Other than compulsory by the University)	00	NA	0	0
Projects sponsored by the University	00	NA	0	0
Industry sponsored Projects	00	NA	0	0
Interdisciplinary Projects	00	NA	0	0
Minor Projects	00	NA	0	0
Major Projects	00	NA	0	0

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3.2 - Innovation Ecosystem

3.2.1 - Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Workshop on the theme Intellectual Property Rights (IPR)	Internal Quality Assurance Cell of the College	02/05/2018

3.2.2 - Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	NIL

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3.2.3 - No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil

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3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
NIL	NIL	NIL

3.3.2 - Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Nil	Nil

3.3.3 - Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	nil	Nil	Nil
International	Commerce	14	5.32
International	Mathematics	1	0.4

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3.3.4 - Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Konkani	2
Commerce	2

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3.3.5 - Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Simulation of forced convection in Non-Newtonian fluid through sandstones	Ignatius Fernandes	International Journal for Computational Methods in Engineering Science and Mechanics	2017	Nil	Rosary College of Commerce and Arts	1

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3.3.6 - h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Simulation of forced convection in Non-Newtonian fluid through sandstones	Ignatius Fernandes	International Journal for Computational Methods in Engineering Science and Mechanics	2017	18	1	Rosary College of Commerce and Arts

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3.3.7 - Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	4	11	25	Nil
Presented papers	3	3	1	Nil

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3.4 - Extension Activities

3.4.1 - Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Rally on the theme Need for Population Stabilization on the occasion of World Population Day on 12th July, 2017	NSS Unit in association with the Primary Health Centre, Navelim	7	120
Distribution of Paper Bags to shopkeepers / vendors at Margao	NSS Unit	7	41

Municipal Market on 9th August, 2017			
Plastic Collection Drive in Navelim Village on 9th August, 2017	NSS Unit	7	64
Programme on Cleanliness for Govt. Primary School children, Navelim on 11th August, 2017	NSS Unit	2	3
Cleanliness Drive at Madgaon Railway Station on 12th August, 2017	NSS Unit	7	72
Rally on SwachhGoemNitolNavelim in Navelim Village	NSS Unit	7	207
Cleanliness Drive at Holy Spirit Church, Margao on 7th September, 2017	NSS Unit	7	65
Cleanliness Drive at Our Lady of Rosary Church, Navelim, on 7th September, 2017	NSS Unit	7	54
Cleanliness Drive in Navelim village on 8th September, 2017	NSS Unit	7	84
Cleanliness Drive at Nazareth Old Age Home, Navelim, on 8th September, 2017	NSS Unit	7	60

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3.4.2 - Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Blood Donation Camp	Certificate of Appreciation	Government of Goa, Blood Bank GMC	54
Blood Donation Camp	Certificate of Appreciation	Government of Goa, Blood Bank GMC	59
Street Play on International Women's Day	Certificate of Participation	District Administration, South Goa (PC-PNDT ACT)	13
State Youth Festival -Goa	Certificate of Participation	Government of Goa, Directorate of Sports and Youth Affairs, Goa	10
National Youth Festival at Noida	Certificate of Participation	Nehru Yuva Kendra Sangathan Dept. Of Youth Affairs, Govt. Of India	1

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3.4.3 - Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
World Population Day	NSS Unit in collaboration with PHC, Navelim	Rally on the Theme "Need For Population Stabilization"	7	120
Tree	NSS Unit	Plantation of Sampling	7	500

Plantation Drive				
Peace and Communal Harmony Awareness	NSS Unit	Rally on the theme "Peace and Communal Harmony"	7	470
Swachh Bharat Pakhwada	NSS Unit	Workshop on making paper bags	7	37
Swachh Bharat Pakhwada	NSS Unit	Plastic Collection Drive	7	64
Swachh Bharat Pakhwada	NSS Unit	Distribution of paper bags to shopkeepers and vendors	7	41
Swachh Bharat Pakhwada	NSS Unit	Programme on cleanliness for Govt. Primary School children, Navelim	7	3
Swachh Bharat Pakhwada	NSS Unit	Cleanliness drive at Madgaon railway station	7	72
Swachh Bharat Pakhwada	NSS Unit	Rally on "SwachhGoemNitolNavelim"	7	207
Swachhta Pakhwada	NSS Unit	Rosary College campus cleaning	7	61

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3.5 - Collaborations

3.5.1 - Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	00

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3.5.2 - Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
BCA students get awareness of industry and environment and perform basic tasks. Asses student at the end of the training	On-The-Job Training	DSL Global, Kuwait	11/11/2017	02/12/2017	1
BCA students get awareness of industry and environment and perform basic tasks. Asses student at the end of the training	On-The-Job Training	JTEC, Comba Goa	13/11/2017	15/12/2017	1

BCA students get awareness of industry and environment and perform basic tasks. Asses student at the end of the training	On-The-Job Training	Alcina Packers, Verna Goa	10/11/2017	30/11/2017	1
BCA students get awareness of industry and environment and perform basic tasks. Asses student at the end of the training	On-The-Job Training	A.S. Enterprises, Comba	10/11/2017	30/11/2017	3
BCA students get awareness of industry and environment and perform basic tasks. Asses student at the end of the training	On-The-Job Training	National insurance Company	13/11/2017	30/11/2017	1
BCA students get awareness of industry and environment and perform basic tasks. Asses student at the end of the training	On-The-Job Training	Captured Moments, Navelim, Goa	09/11/2017	29/11/2017	2
BCA students get awareness of industry and environment and perform basic tasks. Asses student at the end of the training	On-The-Job Training	Dlink	17/11/2017	30/11/2017	5
BCA students get awareness of industry and environment and perform basic tasks. Asses student at the end of the training	On-The-Job Training	NUSI Marintime Academy, Chinchinim Goa	03/11/2017	20/12/2017	3
BCA students get awareness of industry and environment and perform basic tasks. Asses student at the end of the training	On-The-Job Training	Digicom	10/11/2017	07/12/2017	3
BCA students get awareness of industry and environment and perform basic tasks. Asses student at the end of the training	On-The-Job Training	Taj Exotica Resort Spa, Benaullim Goa	08/12/2017	03/01/2018	3

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3.5.3 - MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
T.I.M.E	05/09/2017	urpose: Train students towards preparation for various entrance exams conducted by public sector banks Activity: Bank Exam Orientation for Students	108

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CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
8015000	7779534

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Video Centre	Existing
Classrooms with Wi-Fi OR LAN	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing

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4.2 - Library as a Learning Resource

4.2.1 - Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Bookworm	Fully	-	2009

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
e-Books	65	Nil	195	Nil	260	Nil
Journals	60	115865	Nil	Nil	60	115865
e-Journals	9	49210	Nil	Nil	9	49210
Digital Database	2	22225	Nil	Nil	2	22225
Text Books	2060	988422	563	327506	2623	1315928
Reference Books	1260	960118	256	255829	1516	1215947

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4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil

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4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	313	13	8	1	1	14	21	8	136
Added	6	0	12	0	0	0	0	12	9
Total	319	13	20	1	1	14	21	20	145

4.3.2 - Bandwidth available of internet connection in the Institution (Leased line)

20 MBPS/ GBPS

4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
8932800	8672826	618000	614672

4.4.2 - Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Classrooms - The classrooms are regularly cleaned and maintenance is carried out by an efficient staff or janitor specially appointed for the purpose. All the classrooms are spacious, well lit and have state of the art technology like ICT facilities, smart boards etc. The electrical fixtures are checked daily by the trained staff and repairs are done promptly when needed. The specially appointed system administrators are responsible for the maintenance of LCD and network facilities A specially constituted time able committee systematically prepares and central time-table which is designed in such a way that there is maximum utilization of infrastructure and classrooms of the institution. In the afternoon session the classrooms are also utilized to conduct coaching classes, certificate courses etc. Computer Labs - Regular maintenance and servicing is carried out for all the computers. The hardware and software maintenance of computers and accessories is done by the respective companies and the maintenance contract is renewed annually. The computer systems are upgraded periodically. The specially appointed system administrators constantly monitor the smooth functioning of all the computers and equipment in the labs The students are divided into batches for the conduct of practical training sessions for all the streams especially for the Bachelor of Computer Application Students. These students are encouraged to use computer labs for their course work as well as for projects. Library - The college has a well-stocked central library with 4139 no. of books and 60 no. of journals. The library is spacious and properly ventilated to maintain dry environment near the cupboards with books. The janitor and library attendants constantly dust, clean and wipe the cupboards, lights, fixtures etc. Computers in the library are also repaired when required. Pest control and software and technology up gradation are also carried out periodically. The library is fully automated. The computerized issuing and return of books saves time. Regular book exhibition are conducted by the library committee and teachers are encouraged to purchase books and journals as per requirements. The students also have open access to the cupboards for reference. There are special separate reading rooms for the staff and students in the library with audio video facilities. The staffs

are highly qualified and experienced and students are able to access the library even during holidays. The library also has a braille software and NVDA software for blind students. Sports- The institution has a fully equipped sports room as well as a gymnasium. The equipment in the sports room and gymnasium are regularly upgraded / replaced or maintained as and when required. The students are exhorted to prudently use the sports material as per specially chalked out schedule by the physical education teacher.

<http://rosarycollege.org/quality-policy/>

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Student's Aid Fund, Student's Welfare Fund	10	41950
Financial Support from Other Sources			
a) National	ST/SC/OBS/EWS	93	1604780
b) International	Nil	Nil	Nil

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5.1.2 - Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Remedial Coaching	03/07/2017	93	Internal Agencies
Personal Counselling and Monitoring	03/07/2017	74	Internal Agencies

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5.1.3 - Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	CPT	13	241	Nil	23
2017	Bank Coaching	49	Nil	Nil	Nil
2017	Career Guidance - AINIT	Nil	54	Nil	Nil
2017	CG-GAAA	Nil	54	Nil	Nil
2017	UPSC's (IAS) Prelims coaching classes	15	Nil	Nil	Nil

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5.1.4 - Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Ambica	11	4	Qatar Airways	3	1

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5.2.2 - Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	1	BBA	BBA	Bangalore University	MBA
2018	1	BBA	BBA	Goutham College of Edu, Bengaluru	MBA
2018	1	BBA	BBA	St. Aloysius Institute of Management & Information Technology.	MBA
2018	2	M.Com	Post Graduate Department of Commerce	PES College, Farmagudi-Ponda	D.Ed.
2018	1	M.Com	Post Graduate Department of Commerce	PES College, Farmagudi-Ponda St. Joseph Vaz Inst. Cortalim	D.Ed.
2018	1	M.Com	Post Graduate Department of Commerce	KLES's College of Edu. Belgavi.	MBA
2018	1	M.Com	Post Graduate Department of Commerce	Maer's Mil School of Edu. Pune.	MBA
2018	1	B.A	Arts	Dept. Of History, Goa University.	Dept. Of History, Goa University. M.A. History
2018	1	B.Com	Commerce	Institute of finance & international Management, Bengaluru.	PGDM
2018	1	BCA	Computer Application	K.V College of Engineering, Bangalore	Networking Course

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5.2.3 - Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	Nil
SET	Nil
SLET	Nil
GATE	Nil
GMAT	Nil
CAT	Nil
GRE	Nil
TOFEL	Nil
Civil Services	Nil
Any Other	Nil

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5.2.4 - Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Passonic 2017-18	Inter-Collegiate	60
Insignia 17	Inter-Collegiate	144
Entrada 17	Inter-Collegiate	72
Noesis 17	Inter-Collegiate	60
S-Capade 17	Inter-Collegiate	40
GeekWiz 17	Inter-Collegiate	72
Impressions 17	Inter-Collegiate	84

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5.3 - Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	Participation Certificate	National	1	Nil	C161518	VilmaFaleiro
2017	Participation Certificate	International	1	Nil	A172712	NavillaColaco

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5.3.2 - Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The College has a Students Council (SC). The Council has an Executive Body comprising of the General Secretary (GS), Cultural Secretary and Sports Secretary. All Class Representatives (CRs) [one per class/division] are members of the SC. CRs are elected through secret ballot by the students of each class (after due notification of the dates and entire procedure of elections, with

faculty members being appointed as Returning Officers for each class). The three executive members are also elected through secret ballot (involving the elected Self-Study Report for 3rd Cycle of Re-Accreditation CRs) on another date specially earmarked for the same. While the GS is elected from among the TY students only, the Cultural Secretary is always from among the SY students. The overall functioning of the SC is under the guidance of the Cultural Coordinator (faculty). The other members on the SC under the overall leadership of the Principal include: Vice Principal, Academic Coordinator, Physical Education Director, Office Superintendent and Librarian. The SC conducts a number of activities every year, besides giving feedback to the Principal on various issues including functioning of the canteen, timings of classes etc. Some of the activities conducted by the SC include, Teachers Day celebrations, Sports, Bazaar Day, Christmas Fiesta, Friendship Day, etc. The SC also assists the IQAC through its GS (who is a member of the IQAC). The SC does not have a separate budget. Whatever expenses are to be borne are paid by the College. For certain programmes/activities the Council members take up the responsibility of generating funds.

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

Yes

The General body meeting of the Rosary Alumni Family (RAF) was held on 19th August 2017 in the college Seminar hall. The agenda of the meeting was to Plan out the activities for the academic year 2017-18. The meeting commenced with a short prayer by Asst. Prof. Mildred Lemos. The minutes of the previous General body meeting held on 10th December 2016 were then read by Asst. Prof. Ancy Gonsalves. The Principal Rev. Dr. Simão R. Diniz welcomed all the alumni back to the college and thanked them for taking time out from their busy schedule to attend the meeting. He also sought to find ways to increase the alumni participation in RAF activities. Mr. Gabriel Miranda, Treasurer of RAF while welcoming the new RAF members thanked everyone for coming to the meeting. He congratulated the principal on the 'A' grade awarded by NAAC, and also for being listed in the top 150 colleges in India. He then asked for suggestions as to how the alumni participation could be increased. Members suggested having more programmes like dine and dance, that would attract and get more ex-students involved. Asst. prof. Ramakrishna also suggested having one alumni in charge for every stream per batch, which can then coordinate with all the members from his batch. After a discussion about the activities that could be held. The following activities were proposed by the members of RAF: - Yoga and Meditation Programme for staff. - An Interaction with current students informing them about RAF - Having Tournament between Teachers and Alumni - A Fresher's Party for first year students It was decided that the first activity of the year would be the Fresher's Party. Ms. Harsha Naidu agreed to be the convenor for the event. A tentative date of 4th September was chosen for the party. It was decided that some alumni would come and speak to the current students about the Rosary Alumni Family (RAF). Mr. Tukaram Langote agreed to organize a Yoga session for Stress Management in the month of October. Mr. Hanslum Furtado suggested having a futsal competition between Alumni and students in the month of December. The meeting concluded at 5.00 p.m. with a vote of Thanks by the RAF Secretary, Mr. Tukaram Langote.

5.4.2 - No. of enrolled Alumni:

54

5.4.3 - Alumni contribution during the year (in Rupees) :

5400

5.4.4 - Meetings/activities organized by Alumni Association :

Fresher's Day at Rosary College The Rosary Alumni Family (RAF) organized a

Fresher's Day programme for students of the college on 16th September, 2017 from 10 a.m. to 2.30 p.m. Ms. KezaiahCaldeira (Former Miss Goa alumna of Rosary College) and Asst. Prof. Moses Fernandes judged a Mr.Ms. Fresher Competition, held to bring out the talented young faces that had joined the college in 2017. Mr.Dharmanshu Singh from FYBBA and Ms.Gopika Patel from FYBCom won the crown of Mr. and Ms. Fresher by vowing the judges with their acting and dancing skills. ISL Players Mr.Sahil Tavora and Mr.Kenan Almeida interacted with the students and enriched the event with their presence. Mr. Sabino Dias (Voice of Goa alumna of Rosary College) charged up the crowd with his electrifying performance, while alumni DJ Stedran entertained the crowd with his super mixed music and songs. Yoga sessions on 'Stress Management through Sahaja Meditation' The Rosary Alumni Family organised Yoga sessions on Stress Management through Sahaja Meditation from 19th -21stOctober, 2017, in the college Seminar hall. The resource person for the sessions was Ms. Semele Sardessai. Ms. Semele Sardessai was assisted by Ms.Madhuri Mahatme and Ms.Akshataa Shanbhag. A total of 24 participants attended these sessions. Stall by the RAF members on Sports Day The Annual sports day of the college was held on 10th February 2018. The members of the Rosary Alumni Family working in the college put up a stall on the Rosary grounds to serve refreshments to the students and staff participating in the Athletic meet. A number of snacks and beverages were sold and a profit of Rs. 560/- was made by the team. The members of the Rosary Alumni Family Association who set up the stall were Asst. Prof. Dency Fernandes, Asst. Prof. Venisha Coutinho, Asst. Prof. Jonlen De Sa, Asst. Prof. Charles Andrade, Asst. Prof. Alroy Mascarenhas, Ms. Roma De Sa and Ms. Genevia Martins. Participation of Rosary Alumni Family members in college Activities During the Academic year 2017-18 a number of Rosary Alumni Family Association members participated in various activities of the college as judges for different events, conducting workshops, giving talks to students in various departments etc. Mr. Joshua Alvaro Antao, Mr. Raul Almeida and Ms. Vanessa Almeida conducted sessions for BBA students. This year the Annual Christmas Carol Crib Competition was extra special as all the three judges Mr.Lenoy Gomendes, Mr.Aliester Mascarenhas and Ms. Nezba Fortes were ex-students of our college

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Principal is the head of the Institution, however he is assisted in his functioning by the Vice Principal and two coordinators: academic and cultural. Authority and responsibility is entrusted to them. The Academic coordinator handles matters related to the academics of the college. Accordingly the Academic Coordinator maintains a record of the teaching plans, syllabus completion plans, summary of lectures engaged and also the seminars, workshops, FDPs attended or organised by the staff and students. The Cultural Coordinator prepares a calendar of events and also maintains a record of the collegiate activities organised by the institution as well as inter-collegiate cultural activities attended by the students and staff. Class teachers/Mentors monitor the overall progress of the students in academics as well as cultural activities IQAC implements its Action Plan through the independent operations of various departments/committees. The HOD's independently conduct the daily affairs of the department which includes operations such as planning, assignment of courses and workload to the department members, monitoring of the timetable, examinations, events attended and organised, feedback, etc. Many issues are also discussed and resolved at Department meetings The Office Superintendent and the Accountant take care of office related responsibilities and delegate duties to the support staff. The Director of Physical Education takes all decisions related to sports under the overall leadership and guidance of the Principal. The Institution also has a Librarian who is entrusted with the responsibility of handling the overall functioning of the Library and is accordingly authorised to take appropriate

decisions and delegate responsibility to the support staff The institution also has a number of cells and committees who are entrusted with the various tasks related to the proper functioning of the Institution. For example, the Admission Committee counsels prospective candidates for admission before the Application Forms for admission are released The Admissions Committee (for admissions) involves all members of the staff who co-operate with each other and work at different levels. Various other cells like the Language cell, Women's cell, Health Cell, Red Ribbon Club etc. organize activities for students to enhance their knowledge and skills. The College as part of its policy of participative management has an organisational structure with the Governing Council headed by the Chairman of the Diocesan society of Education at the helm of affairs. The Principal heads the institution and takes all decisions. The Administrator acts as a link between the management and college staff. The LMC (local Managing Committee), Vice Principal, Office Superintendent, IQAC, Academic Coordinator, Cultural Coordinator, Heads of Department, Director of Physical Education, Librarian, Systems Administrator all form a part of the hierarchy and perform their respective duties

6.1.2 - Does the institution have a Management Information System (MIS)?

Partial

6.2 - Strategy Development and Deployment

6.2.1 - Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Examination and Evaluation	Since the institution is affiliated to Goa University, it follows the guidelines and rules and regulations laid down with regard to continuous internal assessment. In this context the students are assessed and evaluated through class tests, Intra Semester Assessment (ISA's), Semester End Examinations (SEE's), assignments, class quizzes, debates, student seminars etc. The Examination Committee prepares the examination schedule of the Semesters and conducts the examination in a very organised manner The Class teachers and subject teachers monitor the performance of the students in the examinations
Curriculum Development	Deputing Faculty for curriculum development workshops Faculty members as Boards of Studies (BOS) members contribute towards curriculum development Faculty of the BBA/BBA (Travel Tourism) programme design curriculum on a need basis (University Statutes Governing these programmes permit regular development / "updatation")
Teaching and Learning	Technology has been regularly up-graded for the purpose of enhanced teaching - learning (TL) processes all classes have mounted LCD Projectors. Faculty is deputed to attend seminars and workshops related to improve TL methods. Students are encouraged and deputed to attend / participate in seminars and also present papers. A number of student seminars across various departments were also held to hone the research skills of the students Programmes including Faculty Enrichment programme were organized to promote improved TL Student - Teacher evaluation involving all students provided inputs to point out weaknesses and improve TL New journals including international and e - journals were purchased also four different book exhibitions were organised to provide an opportunity to faculty / students to gain first-hand knowledge of new books in their areas of study Books which were short listed by students / faculty were purchased to supplement the teaching learning process A spacious and well equipped library with the facilities like Extended time/hours (beyond regular class

	<p>timings) Online Facility Regular hours even Saturdays Library (Advisory) Committee Generator Facility Experienced Librarian also facilitated and enhanced the teaching learning process.</p>
<p>Research and Development</p>	<p>Research and Development (RD) was encouraged and promoted in various ways including Publishing numerous in-house publications including the ISSN numbered peer reviewed multi-disciplinary journal GYANA, Vol XII(1) Deputing Faculty to attend RD related workshops and training programmes Purchase / Subscription of journals / books including e - journals Encouraging publication in journal through assistance of the RD Committee Conducting surveys Scrutiny of Project Paper Reports of all Final Year students for quality checks Conducted orientation programmes related to Project Paper for Third Year B.Com/B.A/BCA students (programme was kept open to faculty members engaging Project Paper lectures as well) on various dimensions / parameters involved in writing a good project Organising training sessions with hands on exposure primarily for third year students on "Basic Uses and Applications of the Statistical Package SPSS" Encouraged and Assisted faculty in the conceptualisation and preparation of research papers for the in house journal, GYANA as well other journals published at the state / national / international level Faculty deputed to attend and present papers at international, national and state level seminar and workshops.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>Regular additions in terms of books and journals in the library Purchase of computers / laptops, tablets and kindles. Interactive Panels in all classrooms, Wi-Fi facility throughout the campus Provision of Intranet facility Use of CMS Purchase of Braille Software (Abby Fine Reader) NVDA software was made available for the benefit of blind students</p>
<p>Human Resource Management</p>	<p>Keeping in mind the need for effective Human Resource Management, the Management undertake certain measures. Before the commencement of the academic year the institution organises a special orientation called as Induction Programme for the newly appointed faculty members. This is done to orient them in the ways of the working of the institution. Faculty are encouraged and deputed to participate/attend workshops/seminars/courses as well as to present papers. The Management representatives to interact with the staff at the time of staff meetings or whenever the need arises.</p>
<p>Industry Interaction / Collaboration</p>	<p>In order to maintain effective interaction and collaboration with industry, some measures employed were as follows: Experts from industry are invited to deliver sessions to students (in case of BBA and BBA-Travel Tourism a total of 36 external experts - most from the industry engaged sessions). Students as part of the curriculum, regularly undergo on-field industry training. This helps obtain valuable interactive feedback. Various programmes like Business Plan Competitions organised through (in) direct collaboration of the industry, and interactive inputs of experts from industry, enabled students to understand the requirements of the industry. College has a MoU with GCCI and I Create initiative for entrepreneurship training/development. Faculty regularly visit the industry to get feedback regarding course content, student product, requirements of the industry etc.The BBA (TT) collaborates with Gesto Culinary and Hospitality Academy for skill based courses conducted by Ministry of Tourism ITDC. PG students visit every year institutions/organisations like BSE, SEBI and MPT as part of their study. Students are sent to do industry based assignments (in case of BBA/BBA-TT programmes). Inter-Collegiate</p>

	events organised and attended by students gives them exposure to various market and industry trends.
Admission of Students	With regard to admissions of students, the following steps were taken to bring in transparency, promote equity and create better awareness: The College programmes offered were publicized through presentations (by faculty members) and display of posters/distribution of flyers in various institutions in the catchment area of the College. Programmes offered by the College were publicized on local newspapers, flyers, banners, websites and posters. Neighboring Parishes were asked to make announcements of programmes offered. On-line system of admissions for quick access. To recognise merit and good performance green channel facility was provided to those who secured minimum 60 marks at the Std. XII exams (70 for Vocational students). In case of the BCA and BBA programmes, entrance tests were conducted in addition to the online procedure. To bring equity in education and increase the Gross Enrolment Ratio, no student was denied admissions on account of incapacity to pay fees. In order to facilitate the above, the following measures were adopted: (i) provision of facility to pay fees in instalments (ii) scholarships /free ships (iii) payment of fees of deserving students (iv) facilitation of educational loans through banks and (v) for those who could not pay fees at the time of admissions, admissions were confirmed on the payment of a token sum etc. Admissions were provided irrespective of caste, religion, region, gender, socio-economic-cultural background, physical/mental disability. International students were admitted directly through collaboration with ICCR. NRI students opting for the BBA and BBA (TT) programmes are admitted without entrance test through the special quota facility available.

6.2.2 - Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	The institution has a central server that stores and provides all academic and official data under one system of online information. The information and details are provided in respective folders to all the academic and administrative departments and faculty of the college. Biometric attendance system monitors the attendance of the employees of the Institution. The institution has well developed CCTV coverage to prevent any mishaps and helps to minimize irregularities of any kind. A well-developed firewall and anti-virus software ensures high security from Internet threats.
Administration	In its endeavour to go paperless the institution makes continuous efforts to computerize and digitalizes all its records. Information with regard to the same is shared with the college faculty / department as and when required. The Superintendent along with the System Administrator maintains the records of all the employees of the institution which include their service, promotion leave and other necessary records on paper as well as a digital copy for safe keeping.
Finance and Accounts	The financial resources of the institution are managed by the principal along with the Local Managing Committee (LMS). Income and expenditure statements of the previous years are presented at the LMC meetings. Annual Audits are held and queries that arise in the course of the audit are immediately settled and the accounts are then finalized. Computerized methods like Tally ERP software and Excel are used to keep track and records for the different financial matters of the institutions
Student	Information about the programmes offered, availability of seats,

Admission and Support	fee structure, infrastructure, faculty etc. are made available on the College website (www. rosarycollege.org) To seek admission for the various programmes, students have to compulsorily register online. The Admission Committee and Systems Administrators extend all support at the time of admissions including giving guidance on career options and subject choices The Incubation, Innovation and Entrepreneurship Cell of the College successfully developed an SMS portal which facilitates sending of SMS messages to parents/guardians to communicate matters like attendance of their children/wards every month, holidays and other important notices.
Examination	Notices related to exam are posted and updated on priority bases. The Examination Committee of the college ensure transparency in conducting exams by utilizing CCTV surveillance of examination halls to ensure there is no malpractice. The examination committee communicates the internal assessment marks as well as the semester end marks to the Goa University through softcopy as well as hard copy.

6.3 - Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	Mr. Helic Barretto	9th National Research Methodology Workshop	Prestige Institute of Management, Gwalior, Madhya Pradesh	3500
2017	Mr. Helic Barretto	SEM Workshop	Goa University, Department of Management Studies	5000
2017	Ms. Lorraine Gomes	Workshop on GST and its Applicability in ERP Tally 9.0	S.S.Dempo College of Commerce Economics, Cujira	1000
2017	Ms. Lorraine Gomes	Workshop on ERP Tally 9.0 and E-Accounting	S.S.Dempo College of Commerce Economics, Cujira	1250
2017	Ms. Maria Sancha Pereira	Workshop on GST and its Applicability in ERP Tally 9.0	Rosary College	1000
2017	Ms. Maria Sancha Pereira	Workshop on ERP Tally 9.0 and E-Accounting	S.S.Dempo College of Commerce Economics, Cujira	1250
2017	Rev.Dr.Simão R. Diniz	National Conference on Current Political and Economic Situation in India and its Impact on Higher Education	Xavier Board of Higher Education in India, Bangalore	7540
2017	Rev.Dr.Simão R. Diniz	18th General Body Meeting and Triennial Conference	All India Association for Christian Higher Education	3500
2017	Dr. Ignatius Fernandes	State Level Workshop for Mathematics Faculty	S. S. Dempo College of Commerce Economics, Cujira	500

2017	Ms.Precy Fernandes	One Day State Level Workshop on Financial Crimes and Data Security	S. S. Dempo College of Commerce Economics, Cujira	500
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6.3.2 - Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Enhancement of Sustenance of Quality of Students Teachers - Role of Support Services	Enhancement of Sustenance of Quality of Students Teachers - Role of Support Services	12/04/2018	12/04/2018	78	34

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6.3.3 - No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
98th Orientation Programme organized by Goa University, Taleigao	1	14/11/2017	11/12/2017	28
2nd Refresher Course in Teachers Education organized by University of Mysore	1	02/02/2018	22/02/2018	21
21-Day Refresher Course in Commerce organized by University of Lucknow	2	07/11/2017	28/11/2017	21
Refresher Course in Mathematics Organized by Savitribai Phule Pune University, Pune	1	06/11/2017	26/11/2017	21

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6.3.4 - Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
32	22	19	6

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
Advance salary (on account of delay in government salary) reimbursement of tuition fees of children,	Medical reimbursements, reimbursement of tuition fees of children, loan facility and LTC (all as per available	Scholarships and free ships facility of payment of fees in instalment remedial/special classes training for competitive exams fire drill for safety/emergencies filtered and cooled drinking water on all floors common-room for girl students counselling services medical assistance when needed through professionals payment of doctors' fees and purchase of prescribed medicines free

medical reimbursements, discount on BSNL phone bills, loans on PF and LTC (all as per available provisions of government) health check-ups Christmas fellowship lunch picnic free internet connectivity, etc.	provisions of government) health check-ups availability of microwave (for warming food) and heater Christmas fellowship lunch picnic etc.	internet connectivity (Wi-Fi) Convenience Counter within the campus for health, sanitary and stationery needs reserved parking space hygienic and spacious canteen clean washrooms gymkhana and gymnasium facilities availability of reading facility on different floors etc. Besides the above, special counters were set up through collaborative initiatives with external agencies to provide the following: (i) opening of new Savings Bank Accounts, (ii) blood grouping, (iii) making of Election ID Cards etc. To provide financial support the College also has 'Earn while you Learn' scheme (Xikta, Xikta, Zodd Scheme) wherein remunerative employment on temporary/hourly basis is provided to needy students especially during holidays.
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6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly (with in 100 words each)

Yes, the college does conduct yearly internal financial audits by an external agency. The audit is conducted by a Chartered Accountant appointed by the Management. The audited accounts are then approved by the management and submitted to the DHE and Government of Goa

6.4.2 - Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	Nil	NA

[View File](#)

6.4.3 - Total corpus fund generated

96728

6.5 - Internal Quality Assurance System

6.5.1 - Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Academic Audit of the Self-Financed Departments i.e. BCA, BBA, BBA TT, and M.Com is conducted by the Goa University.	No	Nil
Administrative	No	No	No	Nil

6.5.2 - Activities and support from the Parent - Teacher Association (at least three)

While a formal parent teacher association does not exist, the college does have periodic meetings with the parents at the time of admissions as well as during bi-annual open house sessions. At this time the valuable suggestions from the parents are taken.

6.5.3 - Development programmes for support staff (at least three)

- One Day National Level Faculty Enrichment Programme on the theme Enhancement and Sustenance of Quality of Students and Teachers - Role of Support Services • Presentation regarding the Institutional Accreditation: the NAAC Manual for Affiliated Colleges (Effective from July, 2017) for the Teaching and Non-Teaching Staff

6.5.4 - Post Accreditation initiative(s) (mention at least three)

- Green Initiative – Rain Water Harvesting
- Introduction of additional Certificate Courses
- NewGen Library

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	One Day National Level Faculty Enrichment Programme on the theme Enhancement and Sustenance of Quality of Students and Teachers – Role of Support Services	12/04/2018	12/04/2018	12/04/2018	112
2017	Presentation regarding the Institutional Accreditation: the NAAC Manual for Affiliated Colleges (Effective from July, 2017) for the Teaching and Non-Teaching Staff	28/09/2017	28/09/2017	28/09/2017	112

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CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Demonstration of Self Defence techniques	26/02/2018	26/02/2018	1169	580
Women's day celebration talk on Empowerment of Women	08/03/2018	08/03/2018	51	Nil
Sexual Awareness Drive	24/06/2017	31/07/2017	29	Nil
Distribution of Leaflets on prevention of Sexual Harassment	28/08/2018	28/08/2018	1169	580
Bookmark Competition on the theme Gender Equality.	23/09/2018	23/09/2018	11	Nil

7.1.2 - Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

The Institution has applied to the Government for the provision for Solar Power energy. The status is still pending.

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Provision for lift	No	Nil

Ramp/Rails	Yes	Nil
Braille Software/facilities	Yes	1
Rest Rooms	Yes	1
Scribes for examination	Yes	1
Special skill development for differently abled students	No	Nil
Any other similar facility	Yes	Nil

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	1	12/07/2017	1	Rally on the occasion of World Population Day	Need for Population Stabilization	127
2017	1	1	09/08/2017	4	Tree Plantation Drive	Preserving mother Earth	507
Nil	1	1	15/08/2017	1	Rally on the theme "Peace and Communal Harmony"	Inculcate the spirit of peace and communal harmony which is relevant in the society where hatred, disharmony, violence and intolerance that is spreading at an alarming rate	477
2017	1	1	08/08/2017	1	Swachh Bharat Pakhwada	Workshop on making paper bags	44
2017	1	1	09/08/2017	1	Swachh Bharat Pakhwada	Plastic collection Drive	71
2017	1	1	10/08/2017	1	Swachh Bharat Pakhwada	Distribution of paper bags to shopkeepers and vendors	48
2017	1	1	11/08/2017	1	Swachh Bharat Pakhwada	Programme on cleanliness for Govt. Primary School children, Navelim	5
2017	1	1	12/08/2017	1	Swachh Bharat Pakhwada	Cleanliness drive at Madgaon Railway Station	79

2017	1	1	13/08/2017	1	Swachh Bharat Pakhwada	Rally on "Swachh Goem Nitol Navelim"	214
2017	1	1	07/09/2017	7	Swachh Bharat Pakhwada	Holy Spirit Church campus cleaning	72

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7.1.5 - Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Handbook	01/07/2017	<ul style="list-style-type: none"> • Scholarships and financial assistance • Rules / regulations, library, dress code, anti-ragging policy etc. • Goa University circulars, notifications, etc. • Teaching and Non-Teaching staff • Annual Planner • Facilities and support services • Committees, Cells and Clubs and their broad profile • Academic calendar attendance, academic performance, justification of leave, time table, • etc. • Proformas / formats • The Handbook is provided to all staff / students. The College conducts orientation to all first year students regarding rules and regulations

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Value Education Classes	01/07/2017	27/02/2018	1773

[View File](#)

7.1.7 - Initiatives taken by the institution to make the campus eco-friendly (at least five)

Segregation of garbage into wet and dry waste waste bins at all appropriate locations. Minimum use of plastic and periodic disposal of plastic waste through agencies. Use of water filters-cum-coolers reduction in use of plastic-bottled water. Planting of trees/plants and lawn across the campus area. Use of jugs for water (with glasses) instead of bottled water during programmes. Reduction in the use of disposal cups for tea/coffee use of porcelain cups wherever possible. Upkeep of Fr. Roberto Vaz Green House which houses a number of medicinal plants. Making of paper bags, cloth bags for distribution (this initiative contributes directly/indirectly to minimize use of polythene/plastic bags in the campus as well as in the locality). In order to promote and encourage eco-friendly practices the College presents potted plants to guests and resource persons. Separate dustbins in the canteen for food waste and plastic waste, and periodic disposal of the same. Specially designed chalk dusting units are used. Making of paper bags and envelopes of used paper and also printing on one side (draft matter). Conduct of competitions stressing on environment conservation like 'Wealth out of Waste'. Instead of traditional ovens, LPG cylinders/stoves are used. Construction of a vermicomposting pit helps judiciously dispose the garbage generated in the campus. Use of CFL / LED bulbs instead of florescent bulbs. Sprinklers are used for watering the lawn to reduce water wastage. Using energy saving devices like LED monitors in all the labs instead of CRT monitors.

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

The College has a number of Best Practices. However, the abridged details of two Best Practices namely Inculcation of Values Grounded in Discipline and Zero Defect Examinations (and related activities including Evaluation) are given below: Title of the Practice: Inculcation of Values Grounded in Discipline Goals:

To inculcate values and discipline in the students through value based education

The Context : The practice is undertaken by the Principal, Teaching Staff, Value Education Cell, Discipline Committee of the Institution

The Practice Since the values among youth in our society are at an all-time low, a sound value system and discipline is of the utmost importance. Educational institutions are thus not only responsible for imparting education but are also responsible for creating disciplined employable candidates grounded in values. In this context, the College has made conscientious efforts to enhance the quality of teaching by integrating discipline and values into the teaching learning process. With this view in mind the College has adopted the following strategies with the intention of encouraging students to adopt practices that will reinforce discipline and values imbibed in the classroom: Discipline Committee, periodic checking of Identity cards, adjustment of lectures, leave notes, strict enforcement of dress code, attendance, class teacher/mentor system, morning and afternoon rounds to ensure discipline, CCTV surveillance, ban on use of Cell Phones in class and labs, Value Education classes, Morning Reflection, First Friday Mass, spiritual development programmes, Inter-Religious Dialogues, clubs promoting values and value building through community service, etc.

Evidence of Success The appropriately implemented positive strategies in this area has led to improvements and long term effects on the lifestyle as well as the moral and mental makeup of the students as well as has created disciplined employable candidates

Problems Encountered and Resources Required The competing tendencies in value based education in youth i.e virtue ethics and democratic values come in the way of achieving a 100 success rate

Title of the Practice : Zero Defect Examinations (and Related Activities including Evaluation)

Goals: To ensure a fair and just examination system by minimizing defects in the same

The Context: The Examination Committee of the College undertakes this practice to ensure a fair and just examination system

The Practice: To the end of attaining the goal of zero defect, the College through the Examination Committee adopted suitable strategies to ensure the smooth conduct of exams, some of which are as follows: orientation programmes related to examinations and Project Paper for the students orientation programme for new faculty on the 'Conduct of Supervisions' orientation related to Project Paper for TYB. Com/BA/BCA students and new faculty members question bank and old question papers for ready reference mock viva voce for the final year students notifying parents of the attendance and academic progress of their children scrutiny of question papers by the Examination Committee and the IQAC quality checks on Project reports by the IQAC 100 rechecking of assessed answer book: timely declaration of results, open house, display of important notices related to examinations and those related to unfair means, providing writer to the visually impaired and extra time for the physically handicapped students, scrupulous checks of whether the students have answered 2 ISA 'tests', and display of list of those who have not, display of list of students not eligible to answer the SEE 'exams', etc.

Evidence of Success The measures initiated by the college in the above practice has minimized defects in the examination system and insulated the students from examination related problems

Problems Encountered and Resources Required Designing a fair and just examination system is time consuming requiring detailed planning and longer schedules.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://rosarycollege.org/best-practices/>

7.3 - Institutional Distinctiveness

7.3.1 - Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Located in a rural area, Rosary College is the largest college in the South Goa district and the second largest in the State, in terms of student enrolment. The College is a co-ed institution, with almost two-thirds of the students being

girls and a majority of the students being first generation learners. It provides aided under-graduate degree Programmes in Commerce and Arts and self-financed courses in Computer Applications, Business Administration and Business Administration (Travel Tourism), besides a self-financed post-graduate degree programme in Commerce. The College also has been allocated two Research Centres (PhD) in Economics and Commerce by Goa University. Guided by its vision and mission statements, objectives and core values, the College has been rendering yeoman service of extending holistic education with state-of-the art facilities to all those who seek admissions irrespective of caste, creed and economic background, always keeping in the foreground the needs of the underprivileged.

The Institution has always stood for progress as evidenced by the NAAC re-accreditation (Third Cycle) resulting in an A Grade (CGPA of 3.29) the phenomenal increase in enrolment the number of foreign students admitted the professional success of its alumni the numerous awards won in extra-curricular and co-curricular activities and, the fact that the College has held the Goa University Sports Championship on numerous occasions. The College is reputed for its student-friendly ambience and excellent infrastructure which includes among other things, well equipped computer laboratories, state of the art classrooms, and fully automated library with access to numerous books and e-journals, and access to e-resources through INFLIBNET / N-list and DELNET. The College offers its students and exposure to international exchange programmes, new add-on and skill development courses, training in entrepreneurship, assistance in development of innovations, etc. through collaborations / linkages / MoU's with leading institutions / organizations / colleges such as Schumacher Society, Delhi, Bajaj Finserv Limited, Pune, TISS and T.I.M.E to name a few. Additionally, the College also provides coaching classes for answering NET / SET, CPT (C.A.), UPSC (IAS) and Bank Entrance Test. The College was placed in the slab of 101 - 150 top Colleges in India at the NIRF 2017 rankings in the category of Colleges. Archana Kumar and Eliza Fernandes secured the 1st ranks in the TYBA and TYBCom examinations (2017-2018) respectively conducted by Goa University. Sana Hawwa also secured the 3rd rank at same examination. Rosary College instils discipline and accountability among the students and develops a respect for democratic, ethical and moral values and sensitivity to the environment through Value Education classes conducted once a week by external faculty. Various extension and outreach programmes, seminars/workshops/conferences, field trips, inter-departmental and inter-collegiate events ensure curriculum enrichment and personality development of the students. Rosary College marches forward in its endeavour to empower young women and men through holistic education.

Provide the weblink of the institution

<http://rosarycollege.org/institutional-distinctiveness-3/>

8.Future Plans of Actions for Next Academic Year

The on-going healthy practices, initiatives and programmes undertaken by the College related to various criteria will continue during the forthcoming academic year as well. In addition the following activities will be taken up during the academic year 2018-19: Pursuing initiatives already undertaken towards acquiring more land for expansion of the college campus. Construction of a Green House with medicinal and other plants to enhance the aesthetic value of the Institution Provide infrastructure and college resources to external institutions like ABE and DSE for organizing extension and social responsibility related programmes. Renewing software licenses. Continuing the system for digital display of notices. Providing campus facilities and infrastructure to externals as part of College Institutional Social Responsibility. Continuing the facility of OPAC with regards to anytime / anywhere retrieval of information on available library resources. Continuing Book Bank facility for CPT students. Continue to extend benefit of issue of one extra library book to: (i) academically good students (those securing first class/60 present and above) (ii) to students with special needs (those physically challenged and visually impaired) (iii) to academically below average students (i.e. those securing 35-40 present marks) (iv) to those from OBC, SC and

ST backgrounds and (v) to those from Minority background Providing open access to students in the Library (to books and journals). Making pre-downloaded reading material available to students on kindles and old question papers (along with reading material) on tablets. Purchase of more library equipment's like kindle, tablets etc. Publication of research papers in ISSN/ISBN journals/books including peer reviewed international journals. Continuing with the peer reviewed College interdisciplinary Research journal GYANA. To promote research and provide incentive to researchers, complimentary copies of College publications / publications of faculty members to be handed to other institutions and libraries. Deputing faculty to make research presentations at International/National/State level Seminars. Subscribing to additional journals including international peer reviewed journals and e-journals. Facilitate the contribution of faculty members through membership of Boards of Studies (at the Goa University level) in the changes / modifications in existing syllabi. Facilitating the conduct of training for Bank Exams, NET / SET, UPSC, etc. Explore the possibility of starting collaborations with foreign institutions. Reconstituting of Committees, Cells and Departmental Heads wherever necessary. Organizing Faculty / Staff Enrichment Programmes. Organizing IPR Seminar. Conducting cleanliness drives in accordance with the national/state level government initiative of Swachh Bharat. Organizing at least one residential retreat for staff/students in the context of spiritual renewal and value education. Converting existing (select) classrooms and laboratories into smart classrooms / laboratories. Provision of seed money for publications, reimbursement of registration and travel expenses (with regards to research presentations across the country). Continuation of on-going activities/initiatives: Implementation of Rain Water harvesting. Continuation of CBCS. Introduction of New Certificate Courses.