YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1. **Name of the Institution**	Goa Vidyaprasarak Mandal's Gopal Govind Poy Raiturcar College Of Commerce And Economics
• Name of the Head of the institution	Dr. Makarand M. Chikodikar
• Designation	Officiating Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	8767916417
• Mobile no	9822983150
• Registered e-mail	gvmcce@yahoo.co.in
• Alternate e-mail	makarandchikodikar@gmail.com
• Address	Farmagudi, Ponda-Goa
• City/Town	Ponda
• State/UT	Goa
• Pin Code	403401

2.Institutional status

• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

- Financial Status **Grants-in aid**

- Name of the Affiliating University **Goa University**

- Name of the IQAC Coordinator **Dr. Meera R. Mayekar**

- Phone No. **9822152657**

- Alternate phone No. **9511866379**

- Mobile **9822152657**

- IQAC e-mail address **iqac@gvmcommercecollege.ac.in**

- Alternate Email address **mayekarmeera@gvmcommercecollege.ac.in**

3.Website address (Web link of the AQAR (Previous Academic Year)

https://gvmcommercecollege.ac.in/wp-content/uploads/2023/02/2020-21.pdf

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

https://gvmcommercecollege.ac.in/wp-content/uploads/2022/12/Academic-Calender-2021-22.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.89**	**2009**	**29/01/2009**	**28/01/2014**
Cycle 2	**B**	**2.70**	**2015**	**03/03/2015**	**02/03/2020**

6.Date of Establishment of IQAC **23/09/2009**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**NIL**	**NIL**	**0**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year   `1`

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

`Yes`

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

No File Uploaded

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

- If yes, mention the amount

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

`MOU with Goa Institute of Public Administration & Rural Development (GIPARD)`

`Conducted Short Term Certificate Courses`

`Conducted Faculty Development programme`

`Conducted Workshops for Students`

`Conducted Webinars`

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
Promotion of Research culture	04 paper publications, 01 Ph.D Awarded
Conduct of Short Term Certificate Courses	Two Short Term Certificate Courses were conducted
Conduct of Faculty Development Programmes	Two Faculty Development Programmes were conducted
Conduct of Workshops	Three workshops on Financial Education were conducted for students
Conduct of Webinars	Organized webinars on different topics
Organisation of Guest Lectures	Guest lectures were organised on various topics for the students

13.Whether the AQAR was placed before statutory body?   No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Part A

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• Location	Rural
• Financial Status	Grants-in aid
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• Name of the IQAC Coordinator	Dr. Meera R. Mayekar

• Phone No.	**9822152657**
• Alternate phone No.	**9511866379**
• Mobile	**9822152657**
• IQAC e-mail address	**iqac@gvmcommercecollege.ac.in**
• Alternate Email address	**mayekarmeera@gvmcommercecollege.ac.in**

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• if yes, whether it is uploaded in the Institutional website Web link:	https://gvmcommercecollege.ac.in/wp-content/uploads/2022/12/Academic-Calender-2021-22.pdf

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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
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• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	**1**	
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• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
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• If yes, mention the amount		

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03-03-2023 02:43:00

Plan of Action	Achievements/Outcomes
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Conduct of Short Term Certificate Courses	Two Short Term Certificate Courses were conducted
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13.Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	14/01/2023

15.Multidisciplinary / interdisciplinary

Multidisciplinary approach refers to the addition of the competencies of multiple professionals who stay within the boundaries of their fields, whereas interdisciplinary approach denotes that the various disciplines are coordinated toward a common and coherent approach At present, the institution offers choice-based credit system which includes project work. B. Com. programme offered by the institution consists of courses across disciplines such as Mathematics, Law, Economics, Communication,

Environmental Studies, Computer Applications besides Commerce-related courses. The institution thus offers a flexible curriculum under the choice-based credit system in which learners can choose from a range of courses based on their competencies. Students are encouraged to explore inter-disciplinary research areas for their project work during the final year semesters. The institution has proposed a cluster with twelve institutions from South Goa as per instruction of the Directorate of Higher Education (DHE) Goa. This would promote integration of humanities and science with STEM and provide the detail of programs with combinations. The undergraduate degree will be of either a three- or four-year duration, with multiple entry and exit options within this period, with appropriate certifications. The four-year programme may also lead to a degree with Research, if the student completes a rigorous research project in the major area(s) of study which may be specified by the institution.

16.Academic bank of credits (ABC):

Academic Bank of Credits is a virtual/digital storehouse that contains the information of the credits earned by individual student throughout their learning journey. Goa University and the DHE are in process of developing and monitoring the system for ABC. As a prerequisite, our institution has already started using a centralized Integrated Academic Information Management System (IAIMS) of DHE for different administrative and academic tasks like admission, lecture plan, evaluation, and results. Registration under the ABC to permit its learners to avail the benefit of multiple entries and exit during the chosen programme will be initiated once clear directives are received from Goa University.

17.Skill development:

Skills such as dynamic learning, problem solving, critical thinking, logical development, and analytical learning through practical circumstances must be learnt and should be prioritized in the educational curriculum. This will aid in students' overall development and alter the existing educational system to one that emphasizes both multidisciplinary and transdisciplinary learning equally. Realizing the importance and the necessity of developing skills among students, the Institution has already started conducting short term certificate courses designed by the institution to increase the employability of the students. Besides under Youth Employment Programme (YEP), an initiative of DHE, a skill development programme of 90 hours is being conducted by the Institution. Resource persons are invited to the

institution for guest lectures on different topics which helps to enhance knowledge of the students. Environmental consciousness is created in the minds of students through initiatives like cloth bag/paper bag making. The institution promotes the practice of breaking stereotypes related to gender among students. Blood donation camps, Daan Utsav/Joy of Giving Week are being conducted on a regular basis to inculcate positivity amongst the students and create values such as righteous conduct, love, scientific temper, citizenship values, and also life-skills. Days of national importance such as Independence Day, Republic Day are celebrated on a regular basis to imbibe the value of patriotism and nationalism. Some of the faculty members are also associated with NGOs which shows their concern for social issues.

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

The medium of instruction in the Institution is English. However, many of the faculty often engage lectures in Konkani, the local language. Majority of the students of the Institution are Goan by domicile but they hail from different states across the country. Hindi is therefore a language that is also spoken in the campus. The Institution tries to imbibe in the student community, knowledge of Indian culture and respect for the cultural ethos of the country by organising various programmes such as Saraswati Pooja, Ghumat Aarti Competition etc.

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

Outcomes-based education (OBE) is education in which an emphasis is placed on a clearly articulated idea of what students are expected to know and be able to do, that is, what skills and knowledge they need to have, when they leave the Institution. The Institution makes an effort to understand that a pursuit of knowledge is a life-long activity. The IQAC conducted a workshop on "Course Outcome: Assignment and Attainment", so as to train the faculty on designing of Programme Outcomes (POs); Programme Specific Outcomes (PSOs) and Course Outcomes COs), adoption of Blooms Taxonomy and the assignment matrix for POs and COs.

20.Distance education/online education:

Online learning employs an online methodology, with students participating in scheduled virtual classes. These classes are overseen digitally by a teacher who also guides students through the online lessons and tasks. Online learning is therefore not location-specific and simply depends on the online accessibility

of both students and teachers. On the other hand, in distance learning, students must travel to the study centre after studying and preparing at home. They might occasionally even be required to attend in-person classes or practicals at study centers. During the pandemic the Institution adopted an online mode of teaching-learning. This may be continued in future based on the need. The College recognizes the importance of Distance Education and the need to provide an opportunity to enable students access to education without the necessity of regular classroom attendance. The Institution intends to promote Distance Education through MOOCs.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**3**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**844**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**376**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**188**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**33**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**17**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**20**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**34.40631**
4.3 Total number of computers on campus for academic purposes	**80**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The curriculum of the Goa university to which the institution is affiliated is followed for UG and PG programmes.

At the end of each semester/ academic year, the subject allocation for faculty members for the next semester and the workload is

displayed. This gives adequate time to the faculty to prepare for the next semester/academic year.

The faculty upload lecture plans of the courses taught by them on the Integrated Academic Information Management System (IAIMS) of Directorate of Higher Education (DHE) and at the end of each lecture, details of the lectures engaged are uploaded on the IAIMS portal.

During the pandemic, classes were conducted in online, offline as well as hybrid mode. Online classes were conducted using Google Meet and Google Classroom

Faculty of the College have been actively involved in the DISHTAVO (Digital Integrated System of Holistic Teaching and Virtual Orientations) Project, an initiative of the Directorate of Higher Education.

In this, the faculty prepare e-content for different modules of their respective course and present the same via video lectures. Besides this, some of the faculty have worked as coordinators wherein they scrutinize, correct, edit and provide feedback to the participants on the presentations.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://dishtavo.dhe.goa.gov.in/filter.php

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

Before the commencement of each semester, Goa University notifies an academic calendar which contains the date of commencement, last working day of the semester and dates for semester-end examinations for all the programmes.

The dates of ISA (Intra-Semester Assessment) are decided by the college and are notified at the beginning of the semester. A minimum of two ISAs are conducted for every course. One ISA is in the form of a test and the other is in the form of an assignment, presentation or viva-voce. A third ISA is conducted for those students who are absent due to genuine reasons.

At the end of each semester, SEE (Semester End Examination) is conducted for the First Year and Second Year students by the college. The Final year exams are conducted by the University, but during this year, due to the pandemic, exams were conducted by the college.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://gvmcommercecollege.ac.in/wp-content/uploads/2022/12/Academic-Calender-2021-22.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

03

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

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

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

1

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

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

80

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The Institution encourages the integration of cross-cutting issues relevant to the curriculum.

All First Year students have to study the course 'Environmental Studies' which address issues on environmental protection and conservation. The College offers 'Economics of Resources' (Generic

Elective) at S.Y.B.Com.

The Institution offers courses in Banking and Finance and Business Environment which help to inculcate professional ethics among students.

In Commerce, Financial Audit and Cost and Management Audit incorporate topics such as professional ethics to be followed by auditors.

Fundamentals of Investment deals with topics pertaining to the stock market and ethics.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

3

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

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

256

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	https://gvmcommercecollege.ac.in/wp-content/uploads/2023/01/Student-Satisfaction-Survey-21-22.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://gvmcommercecollege.ac.in/wp-content/uploads/2023/01/Student-Satisfaction-Survey-21-22.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

844

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

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

290

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

2.2 - Catering to Student Diversity

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

Advanced learners and academically weak students are identified by the institution and specific guest lectures or workshops are organized to address the needs of the students. The faculty guides the Advanced learners to retain a good academic record. The students approach the faculty for guidance on career options or if they want to appear for any competitive examinations such as CAT, UPSC, PO , GMAT or GRE. They are given guidance to choose appropriate career of their choice. Advanced learners are encouraged to participate in various academic and co-curricular activities such as quiz, elocution, presentation competitions. Such students are also provided with opportunities for leadership and organizational responsibility in different events organized in the institution. Special lectures are conducted to answer queries raised by advanced learners during regular classes. Remedial classes are conducted for academically weak students in specific topics to give personal attention to the students in certain courses such as Commercial Arithmetic, Cost Accounting, Human Resource Management, Object oriented Laboratory and Advertising.

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

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

Number of Students	Number of Teachers
844	32

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The institution has adopted innovative student centric teaching methods such as experiential and participative learning across the programmes. T.Y.B.Com. and T.Y.B.C.A. students have compulsory project paper wherein a report is prepared based on field study oron various areas of interest such as Covid-19, Marketing, Consumer behaviour, Financial Analysis, Banking, E-learning, Online Shopping and Website designing. Faculty employ different teaching methodologies such as problem solving, case study, assignments, flipped classroom, presentation to make the teaching-learning process more effective.

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

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

Faculty uses different ICT enabled tools for effective teaching learning process. During the pandemic, additional online educational platforms suitable for the programmes offered were explored. To enhance learning experience and seamless flow of

teaching, the teaching faculty made use of Google Meet, Google Classroom and ICT-based applications such as MS Word, MS PowerPoint, and MS Excel to enable students to connect with the discussions in classes. Institution created official WhatsApp groups of all classes to enable effective communication and enhance learning through added inputs. M. Com. and B.C.A. students are exposed to specialized software such as SPSS, Trello, Selenium, Wordpress and Bugzilla.

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

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

2.3.3.1 - Number of mentors

32

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

2.4 - Teacher Profile and Quality

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

32

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

13

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

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

2.4.3.1 - Total experience of full-time teachers

599

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The Intra Semester Assessment (ISA) Monitoring Committee conducts the continuous internal evaluation by adhering strictly to the Goa University Ordinances .The assessment pattern and schedule of ISA is intimated to the students at the begining of every semesterto ensure transparency in the system. The time tables are shared on notice boards, google classrooms, by email and on college website.

One of the mode of ISA is a test mode .The test mode of ISA is centralized and a common time-table is prepared. The time tables are shared on notice boards, google classrooms, by email and on college website. Faculty is given liberty to conduct the other ISAs in different modes. Here, the faculty gets an opportunity to use innovative teaching methods such as field study, case study, paper presentations, project based, experiential, participative, flipped classrooms, etc. The defaulters in ISA examinations are notified of the same, and a date for conduct of repeat ISA is scheduled. If students fails to answer any of the ISA thenthey are debarred from answering their SEE as per the Goa University Ordinance.The scores obtained by students are displayed on the notice board within stipulated time as per Goa University Ordinance.

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

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

The conduct of internal examination is governed by the respective Ordinances of Goa University for each Programme. The grievance redressal committee is set up every year and informed to the students through notice boards or WhatsAapp class group to ensure transparency in dissemination of information. Intra Semester Assessment (ISA) Monitoring Committee addresses any grievances or verifications, in case of any queries, by the students. The Written grievance, if any, is received by the grievance redressal committee. The process of redressal takes around 3 days to 4 weeks (as per the governing ordinances) to resolve the issue depending on the intensity of the grievance. During the academic year 2020-21, the B.Com. programme received a notification from Goa University for conduct of the third-year exams at the college level and also to allow the students to verify their scores in case of any queries. The self-financed programmes allow enough

attempts at their internal examinations. The individual Course Marksheets are prepared by the faculty and counter checked by another faculty, which is further verified by the Examination committee of the institution. The Graded Marksheets are totaled and checked by the Examination committee , before being sent to the Goa University Examination section for further processing.

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

2.6 - Student Performance and Learning Outcomes

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

The Programme outcomes and Course outcomes of the institution are clearly stated and displayed on the institution website. The structure of the various Programmes is mentioned in the annual prospectus. At the beginning of the academic year, the programme and course outcomes are explained by the Principal at the orientation programme for the students. The Programme outcomes and Course outcomes for all programmes offered by the institution are communicated to the students by displaying on the institution website. The course outcomes are discussed in detail by the faculty during introduction of the syllabus in the beginning of the semester.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	NIL
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The performance of students in the examination is used as a measure to evaluate the attainment of Programme outcomes and Course outcomes. The performance of students at the university and college examinations is analyzed. The students progress is monitored during the Intra Semester Assessments (ISA) in the form of tests, quizzes, student presentations, practical assignments,

case study reports etc. Different modes of ISA help to evaluate attainment of different elements of course objectives and outcomes. Programme course outlines are stated for every course by the faculty members which define course objectives and details out how the ISAs will be conducted , the ICT tools used for teaching along with a proposed method of evaluation. At the end of the course the faculty provides the details of how the evaluation methodology was completed with the achievement of the course outcomes and competencies.

File Description	Documents
Upload any additional information	[View File]()
Paste link for Additional information	[NIL]()

2.6.3 - Pass percentage of Students during the year

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

186

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File]()
Upload any additional information	[View File]()
Paste link for the annual report	[https://gvmcommercecollege.ac.in/wp-content/uploads/2023/02/annual-report_merged_compressed.pdf]()

2.7 - Student Satisfaction Survey

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

[https://gvmcommercecollege.ac.in/wp-content/uploads/2023/01/Student-Satisfaction-Survey-21-22.pdf]()

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

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

3.1.2.1 - Number of teachers recognized as research guides

1

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

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

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

NIL

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

3.2 - Innovation Ecosystem

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

The institution has created an ecosystem for innovations, and encourages faculty to create and transfer knowledge through various research projects and industry academia linkages. Guest lectures have been organised on IPRs for second year B. Com. students. The Research Development Innovation (RDI) Cell & Alumni Cell invited one of the alumni to take a session on 'Use of Technical & Fundamental Analysis in Stock Selection'. The department of B.C.A. organized a webinar on 'Oracle Cloud Infrastructure (OCI)' , 'CMS UMBRACO' and a Guest lecture on 'Introduction to Machine Learning'. One of our faculty undertook a research project in Health Economics, viz. ''COVID-19 Booster Dose Hesitancy and its Correlates''. Faculty members from the Department of Commerce, Department of English and Library Sciences are pursuing their doctoral research. The final year B.C.A. students undertook technology based innovative projects having commercial applications, thereby transforming their classroom learning, into practical skills useful for them in the job market. Annual quizzes, guest lectures by industry experts, webinars for students have helped them to enhance their problem-solving skills and cognitive thinking abilities.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://gvmcommercecollege.ac.in/wp-content/uploads/2023/02/3.2.1_compressed.pdf

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

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

12

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

3.3 - Research Publications and Awards

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

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

3

File Description	Documents
URL to the research page on HEI website	https://gvmcommercecollege.ac.in/wp-content/uploads/2022/12/3.3.1.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

3

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

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

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

2

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

3.4 - Extension Activities

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

The NSS unit, NCC unit, Women's Cell and Alumni Cell of the institution are always proactive in providing extension services to the society. Our NCC cadets have taken part in Central government social welfare campaigns like EK Bharat Shreshth Bharat, Fit India, Swachh Bharat and Swasth Bharat. Our student volunteers visit old aged homes, celebrate Raksha Bandhan by tying Rakhis to Army Jawans from the 6TTR Military Camp in Ponda. Blood donation camps are regularly held by our NSS unit in collaboration with Blood Bank, Goa Medical College, Bambolim, Goa and students participate actively towards this noble cause. The Gender Sensitisation Cell also conducts talks and programs on Health and hygiene among girls and matters related to gender. In this manner extension activities and outreach programs have sensitized our students towards social issues and helped them to be aware of their causes and consequences. Under the Bharat ki Azadi ka Amrut Mahotsav all our teachers completed 75 hours of extension services viz. cleaning of nearby temples, giving Career Guidance talks to the students of Higher secondaries in the neighbourhood,consultancy,sessions on Entrepreneurship, Yoga and Value Education, paper bags, office data entry work for an Orphanage etc.

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

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

3.4.2.1 - Total number of awards and recognition received for extension activities from

Government/ Government recognized bodies year wise during the year

2

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

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

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

8

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

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

249

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

3.5 - Collaboration

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

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

1

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The Institution has adequate infrastructure and physical facilities for teaching-learning. viz. classrooms, laboratories, ICT equipment, etc. The total campus area of the institution is 15,000 sq. mts. with a building admeasuring 3,000 sq. mts. The institution provides facilities for teaching-learning as per the specified requirement by statutory bodies. The college has 18 classrooms (ICT enabled with mounted LCD projectors), black boards, white boards, and notice boards. There are 03 ICT-enabled air-conditioned computer laboratories, 02 seminar halls, and 01 audio-visual room. The college has 03 Laptops for B. Com., 01 Laptop for B. C. A., and 02 Laptops for M. Com. faculty for teaching, research, and college work. The Library has a reading room with a capacity of 80 students. There is also a girls' common room on the first floor of the college. The college has provided a ramp in the main building and a wheelchair for the benefit of Physically challenged faculty and students. There are two staffrooms, one for B. Com. with a work desk for two faculty members with charging points for 22 faculty and the other one is common for B. C. A. and M. Com for 08 faculty. The college providesa canteen facility.Sports infrastructure includes Volleyball Court, netball court , and a common playground. The administrative set-up of the college comprises of Principal, Vice-Principal cabins, and office for administration of the college. The main building and its surroundings are monitored by CCTV cameras.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[NIL](#)

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

Cultural Activities:

The institution has an auditorium that can accommodate 250 to 300 students for collegiate and inter-collegiate cultural activities.

The open space on the campus is utilized for interclass and inter-collegiate events. The cultural activities organized by the college include the competitions like singing, dancing, rangoli, etc.

Sports

The campus has Gymkhana/Sports centre, volleyball court, netball court, and open ground. The college has all the required equipment for outdoor and indoor games. The institution's outdoor games include football, cricket, volleyball, netball, badminton, kabaddi kho-kho, etc. and indoor games consist of table tennis, carrom, chess, etc. The Gymkhana Centre (52.47 sq. mts.), netball court (420 sq. mts.), and volleyball court (162 sq. mts.) were established in the years 2001, 2001, and 2020 respectively. The students are given training for both indoor and outdoor games. Provision of washrooms is made for male and female sports students of the college.

Parking space

Parking space is providedfor two-wheelers and four-wheelers.

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

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

19

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

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

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

34.40631

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

- **G.V.M.'s Gopal Govind Poy Raiturcar College library has been using NewGenLib ILMS developed by Verus Solutions Private Limited, Hyderabad since January 2005.**

- **The NewGenLib ILMS version used for the year 2020-2021 is NGL Core Engine Version 3.2 - Helium (abbreviated as "NGL EE Helium v3.2"). The NewGenLib Annual Maintenance Contract (AMC) for the year 2020-2021 amounted to Rs. 14,160/- .**

- **The library is fully automated since 2014 and all the modules of the NewGenLib ILMS are active. The modulesinclude Technical Processing, Circulation, Acquisitions, and Serials Management. Others modules include OPAC, Administration, Utilities, and Queries.**

- **In addition, the 'visitors counter' of the NewGenLib ILMS captures the footfalls of the library users through the barcode scanner by scanning the barcode on the student's Identity cards and records all the user's data such as name, admission number, entry/exit time, etc. This data is used in compiling necessary statistical reports.**

- **The College OPAC can be accessed via the college wi-fi**

(LAN). Similarly, WebOPAC can be accessed anywhere in the world with a private internet connection. The total OPAC & WebOPAC usage during the period 2020-2021 stood at 22,991 views/searches by the library users.

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

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

C. Any 2 of the above

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

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

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

1.07925

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

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

41

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The institution has BSNL Broadband FTTH line which is upgraded to bandwidth of 300 MBPS . The entire campus is Wi-Fi enabled. The Wi-Fi facility is upgraded at regular intervals to provide uninterrupted connections to the faculty and students. There are 18 classrooms with an LCD facility, 04 computer laboratories, 115 computers, 06 laptops, and 05 browsing centers.

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

4.3.2 - Number of Computers

115

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

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

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

4.4 - Maintenance of Campus Infrastructure

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

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

2.76242

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Maintaining Physical, Academic, and Support Facilities

The physical, academic, and support facilities for B. Com and Self Financing Courses (B.C.A. and M. Com.) are maintained through Government Grants and Self Financing Funds respectively. Any repairs (minor or major) are reported to the Principal by the In-charge of the facility. If any faculty or student experiences any problem with the facility, he has to report to the In-charge or to the Principal or write a complaint and put it in to the complaint box kept for the purpose. The classroom cleaning is done by the Multi Tasking Staff as allotted.

Utilizing Physical, Academic and Support Facilities

The college gives orientation to the B. Com, B.C.A., and M. Com students on Physical, Academic, and Support Facilities at the beginning of the academic year. The faculty, in the orientation, highlights the procedure to be followed for the utilization of the facilities. For instance, the students have to approach the In-charge of the facility.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

88

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above

File Description	Documents
Link to Institutional website	https://gvmcommercecollege.ac.in/wp-content/uploads/2023/01/5.1.3_reports_compressed.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

174

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

174

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	C. Any 2 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

11

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

26

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

24

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

5.3 - Student Participation and Activities

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

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

13

File Description	Documents
e-copies of award letters and certificates	*View File*
Any additional information	*View File*
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	*View File*

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

Students' Council and Cultural Association of the college provides a platform to the students to develop their planning and organizing skills. After the formation of Students' Council, the

elected members along with the teachers in consultation with the Principal, draw an outline for conducting various activities which remain directed towards the overall betterment and development of student community as well as the institution.

The convenors of Students' Council and Cultural Association along with the committee members and student representatives finalize the plan of activities for the year. The students constitute the main organizing body for these activities. They are involved right from planning the activities till its execution. Sometimes the students even arrange for the sponsorship for conducting certain programmes. They are given an opportunity to represent on certain committees like IQAC, Committee for Prevention of Sexual Harassment and Bakibab Borkar Civic Club.

The yearly activities include Mosaic (a fun filled festival which is a fusion of interclass competitions covering Fashion Show, dance along with various Off-stage events), College Tour, Singing Competition and various other competitions. These activities certainly facilitate in developing the students' potential thereby enhancing their level of confidence.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	No File Uploaded

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

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

29

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

The Alumni Association of the college, though not formally registered, equally contributes towards the welfare of the institution.

File Description	Documents
Paste link for additional information	NIL
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision: To make the institution a center of excellence in education and enable the students to take up responsible positions in the society mission.

Mission: To make Higher Education accessible to students especially from rural areas in and around Ponda taluka and to empower them with knowledge, skills, competencies and values to make them ideal citizens of a country.

The Mission of the Institution is to make it a center of excellence in education. To meet this end, the institution makes the teaching learning process learner-centric. Remedial classes with special attention to academically weak learners are conducted. Extra reading material is also provided to students. To develop skills and competencies, workshops, courses, training sessions etc are conducted. To imbibe a sense of responsibility, students are made members of various committees. To make education accessible to rural students, the institution provides welfare facilities such as Scholarships and Book bank facility. The admission procedure is as per government norms, which provides equal opportunity of admission to all the students, irrespective of caste, religion or gender. To develop human qualities and values, to make students an instrument of change, outreach-cum-extension programs are organized.

File Description	Documents
Paste link for additional information	https://gvmcommercecollege.ac.in/
Upload any additional information	View File

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

Decentralization and participative management is the cornerstone of effective progressive management. The institution adopts a decentralized approach wherein faculty members are appointed as conveners, coordinators of various committees, events, seminars, workshops and other college activities. Student representatives are included in some committees. The creativity, imagination and knowledge of faculty and students helps to conduct the activities successfully. This has created a sense of involvement and participation among the faculty and students. The local managing committee too is constituted and kept abreast of the activities of the Institution keeping in mind participative management. Discretionary powers are given by the Principal to the Head of Department, conveners and committees to function with freedom and creativity.

File Description	Documents
Paste link for additional information	https://gvmcommercecollege.ac.in/wp-content/uploads/2021/10/Hand-book-Bcom-21-22_compressed.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Considering the pandemic situation for the year 20-21, the institution devised a student centric strategic plan of guiding the students towards a path of self sufficiency. Even with the curbs on free movement, a Commerce student can learn and earn at the same time. The institution planned various awareness and training programmes related to financial literacy and Information technology.

Accordingly in the year 2021-22, the institution organised state level webinar on Practical aspects of Future and Option trading. At the institutional level, sessions on financial education for young citizens, fundamental analysis in stock selection, E filing of income tax returns and such were conducted for students. The institutions also conducted training programmes to create an awareness about banking and insurance sectors and to further career in these sectors.

In addition to financial literacy, the institution also organised computer courses where students were given the training on MS office and tally, digital soft skills, digital marketing with web designing, Oracle cloud infrastructure etc. The institution plans to continue with the same in the next academic year.

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

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

The Institution which is a grant-in-aid institution of Government of Goa, is affiliated to Goa University and is recognized under 12(B) & 2(f) of the UGC Act. The Institution adopts and implements the policies, rules, service conditions, statutes and Ordinances of Goa University as well as its own policies. The institute is managed by working committee / local managing committee of Goa Vidyaprasarak Mandal. The Local Managing Committee includes members of the Managing Committee, the Principal and faculty of the institution. The Principal is an ex-officio member of both committees and is the academic and administrative head of the Institution. The Principal is assisted by the Vice Principal, IQAC coordinator, Departmental members and coordinators, Head Clerk, Librarian and Director of Physical Education. In the absence of the Principal, the Vice Principal looks after the administration of the Institution. The academic workload of the college determines the recruitment of faculty - regular, contract and lecture-basis. The recruitment procedures, service rules and promotions are based on the norms stated by UGC, Goa University and the Government of Goa.

File Description	Documents
Paste link for additional information	https://gvmcommercecollege.ac.in/wp-content/uploads/2021/10/Hand-book-Bcom-21-22_compressed.pdf
Link to Organogram of the institution webpage	https://gvmcommercecollege.ac.in/wp-content/uploads/2022/12/Organogram-2.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

Welfare measures for teaching and non-teaching faculty

1. Provision of cold and room temperature filtered water

2. Availability of refrigerator

3. Availability of medical care (First Aid kit ,wheelchair)

4. Separate washrooms for male and female staff

5. Provision for salary certificate to avail bank loans

6. A.C. equipped staffroom.

7. Pantry facilities

8. Individual lockers

9. Felicitation of staff members.

10. G.V.M.'s Staff Co-operative Credit Society Ltd.

The regular employees of the institution appointed are entitled to several benefits of the State Government schemes and measures such as,

1. Casual leave (for regular as well as self-financed programme employees)
2. Special casual leave
3. Earned Leave

4. **Study Leave**
5. **Maternity leave (for regular as well as self-financed programme employees)**
6. **Paternity leave**
7. **Leave Travel Concession**
8. **Child Care Leave**
9. **Reimbursement of Tuition Fees**
10. **Pension schemes**
11. **General Provident Fund Scheme**
12. **Central Provident Fund Scheme**

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

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

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

01

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

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

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

2

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

14

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

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

Performance appraisal system for faculty is based on the UGC regulations. Faculty due for promotion submit application in the required PBAS (Performance Based Appraisal System) Proforma as per the UGC Career Advancement Scheme and Goa University Statutes.

Promotion is based on certain number of years of service and API score. Teaching plans are submitted by each faculty and a compliance report is submitted to the IQAC at the end of the academic year. Students are a part of the appraisal system. Each faculty is a appraised by their respective students by giving their feedback on IAIMS portal.

File Description	Documents
Paste link for additional information	https://gvmcommercecollege.ac.in/wp-content/uploads/2022/12/6.3.5-feedback-form-21-22_.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The internal and external financial audits are conducted on a regular basis at the Institution. The internal audits are conducted on an annual basis, while the external audits are conducted as per the directives issued by the Government of Goa. The internal audit is overseen by a competent Auditor who is appointed by the Governing Body of the Institution. The internal Auditor investigates the financial affairs of the Institution and guarantees that the use of various grants and fees received by the Institution from various stakeholders is transparent. The government Auditors designated by the Directorate of Higher Education, Government of Goa, conduct the external / statutory audit once in five to ten years. The process of internal auditing of 2020-21 is completed. Under the direction of the Principal, the Institution Accountant produces financial and other statements as well as supporting documentation for the financial audit for audit and certification. The Principal, Managing Committee and Accountant jointly resolve any queries raised by the Auditor. The Auditor's internal audit reports for the fiscal year 2019-2020 are satisfactory.

The institution went through the Government audit in the year 2021-22 for the financial period 2011-12 to 2019-20. The institution is awaiting the reports.

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

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0.22

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

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

Mobilization of funds:

On the basis of student intake, faculty requirements, laboratory/library material needs and infrastructural needs, the details of funds requirement are examined and a budget is prepared based on the estimated receipts and expenses. The Institution receives non-salary grants and salary grants from the Directorate of Higher Education. The salary grant is for the purpose of B.Com. Programme. Salary and non-salary grants are utilized as per the pattern of assistance issued by Directorate of Higher Education, Goa.

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

6.5 - Internal Quality Assurance System

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

1. **To make the students self reliant, awareness programmes on career related sectors such Banking, Finance and insurance to be arranged.**
2. **To develop digital skills, the training sessions in the field of digital marketing and machine learning to be promoted.**
3. **To promote the culture of personal hygiene and safety among women.**
4. **To make library more user friendly by Upgrading the library website**
5. **To make the counseling cell more functional by arranging talks on practical aspects of life**
6. **To conduct the classes in Hybrid mode by changing the classroom and timetable arrangements.**
7. **To continue with Google classrooms with google meet sessions and use of softwares such as OBS for effecting teaching learning process.**
8. **To create the human value of "Save Life" through Blood donation Camp in times of Covid 19 Pandemic.**

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

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

After secondcycle of NAAC ,incremental improvements were made in various activities to improve the overall quality of teaching learning process,structures & methodologies of operations.

Some of the initiatives are as follows:

1. **During COVID-19 pandemic, online platforms like WhatsApp, Gmail, Google Meet and Google Classroom were used for teaching-learning and communication**
2. **Online classes were conducted using Google Meet.**

3. Study material was posted on Google Classrooms and whatsapp groups.
4. ISA, SEE including project papers (viva voce) were undertaken in online mode.
5. Remedial classes were organized through online/digital mode.
6. Students could contact the faculty telephonically for interaction.

Innovative Teaching/Learning

1. Teachers prepared e-content of various courses for DISHTAVO, an initiative by the Directorate of Higher Education, Goa.
2. Each course teacher prepares Semester-wise Teaching Plan.
3. Feedback is elicited from all students on respective courses of faculty.
4. Monthly lecture completion reports are collected
5. At the end of every semester, faculty members submit Syllabus Completion Reports.

File Description	Documents
Paste link for additional information	https://gvmcommercecollege.ac.in/wp-content/uploads/2022/12/6.5.2-LecturePlan-21-22.pdf
Upload any additional information	View File

| 6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA) | B. Any 3 of the above |

File Description	Documents
Paste web link of Annual reports of Institution	https://gvmcommercecollege.ac.in/wp-content/uploads/2023/02/annual-report_merged_compressed.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

a) The premises are guarded by security personnel at the entrance gate. Besides, the main building and its entrance is under CCTV surveillance. Movement of persons inside the building is captured on cameras. The camera footage can be checked on the display unit in the office.

b) A full-time counsellor is available on campus who lends a listening ear to staff and students. Professional advice and emotional support is offered by counsellor.

c) Separate washrooms exist for female staff and female students. Facility of common room for female students also exists.

d) Sanitary napkin vending machines and incinerators are installed in girls' washrooms and incinerators in the ladies' washroom respectively.

e) Gender Sensitization Cell and Counselling Cell organized a talk on 'Women Helpline Awareness 181' and Menstrual Health & Hygiene respectively.

f) Women's day was celebrated on 08/03/2022 with two activities. Department of Physical Education organised a festival match on the theme "Women have a right to play" for former International and National Volley ball players while the NSS Unit had a talk on "Personal Care and Hygiene" by Dr. Purva Shakari (Gynaecologist)

File Description	Documents
Annual gender sensitization action plan	https://gvmcommercecollege.ac.in/wp-content/uploads/2023/02/7.1.1-2022.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://gvmcommercecollege.ac.in/wp-content/uploads/2023/01/7.1.1-1.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above

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

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

Solid waste from all classrooms, computer laboratories, staffroom/s and office is collected by the Multi-tasking staff. One administrative staff oversees the collection of solid waste. Due to space constraints the old newspapers are sold at regular intervals. The institution does not generate liquid waste. Used sanitary napkins form a part of the bio-medical waste at the institution. Disposal of used sanitary napkins is done in a hygienic manner through incinerators installed in the washrooms for females. E-waste generated by the institution is disposed off as scrap. (No documentary proof is available).Waste recycling system does not exist. Management of hazardous chemicals and radio-active waste is not necessary as the institution is associated with imparting Commerce education.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	D. Any 1of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the	D. Any 1 of the above

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen **reading**	**D. Any 1 of the above**

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

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

- **Saraswati pooja is performed for seeking divine blessings.**

Ghumat aarti competition is organized every year, which begins with Ganesh puja, followed by aartis and bhajans sung by student participants.

- **The institution accepts students from different religious, cultural, socio-economic backgrounds and regions from all over the state. The institution offers equal opportunities to all students. They are encouraged to participate in various in-house activities as well inter-collegiate events. Equal treatment is given to all students and there is no bias or discrimination on the basis of religion, culture or gender.**

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

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

Goa Liberation Day, Republic Day are celebrated by the institution. Staff and students attend the flag hoisting ceremony. The spirit of patriotism, freedom has a special flavour on such days of national importance. Day. Staff and students recall with pride the sacrifices, martyrdom, heroic acts of freedom fighters at the time of flag hoisting. The faculty complied with the "75 hours of Community Service initiative of Goa University" as part of Azadi Ka Amrit Mahotsav. Staff also perform election duty (State Legislative Assembly)

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://gvmcommercecollege.ac.in/wp-content/uploads/2022/12/7.1.9.pdf
Any other relevant information	NIL

7.1.10 - The Institution has a prescribed code of conduct for students, teachers,	**C. Any 2 of the above**

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

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

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

The spirit of patriotism engulfs the campus during the flag hoisting on Goa Liberation day, Republic day .To maintain a healthy mind and body International Yoga Day is observed. International Women's day is celebrated making women feel extra special. The roles played by women in society are acknowledged and appreciated. Staff observes dress colour code as part of celebration of Navratri festival.

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

7.2 - Best Practices

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

I) Blood donation on campus

II) Platform to local enterpreneurs

File Description	Documents
Best practices in the Institutional website	https://gvmcommercecollege.ac.in/wp-content/uploads/2022/12/BEST-PRACTICES-2021-22.pdf
Any other relevant information	https://gvmcommercecollege.ac.in/wp-content/uploads/2023/01/SCN_0190_merged.pdf

7.3 - Institutional Distinctiveness

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

The Covid 19 pandemic is still prevailing. Teaching learning process is carried out in uncertain times. There is need to adopt different modes (online, offline, hybrid) according to the Covid 19 situation. There is frequent switch over of teaching learning modes due to surge or decline in number of Covid cases in the State and the situation prevailing at the institution. This makes teaching learning process cumbersome. The institution continues to grapple with poor network connectivity issues on the demand and supply side this adds to the woes related to teaching learning process. Amidst the gloomy and hazy environment, the faculty, non-teaching staff and students put up a brave front and are learning to adapt to the "New Normal" way of life on the campus. The faculty continue regular teaching, evaluation with the same vigour as in the past. Faculty continue to participate in webinars, faculty development programmes.Webinars are also organized by the institution. Outreach programmes are beginning to resurface. The institution continues to be sensitive to local entrepreneurs, provides them a platform to sell their product, helps them tide over their economic crisis. With mass vaccination target drive of the Government fulfilled, the institution is poised to bounce back.

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

7.3.2 - Plan of action for the next academic year

On an optimistic note the institution is looking forward for a vibrant life on the campus. With a decline in Covid 19 cases the institution is planning to resume teaching learning process in offline mode. It hopes to organize short term courses, skill enhancement courses for students. Seminars/workshops for faculty and students, also pursue extension activities.