

**Internal Quality Assurance Cell (IQAC)**

**and Submission of Annual Quality Assurance Report (AQAR) in Accredited**

**Institutions**

*(Revised in October 2013)*



**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्**

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

**The Cuncolim Educational Society's  
C.E.S COLLEGE OF ARTS AND COMMERCE, CUNCOLIM,  
SALCETE, GOA – 403 703**

**The Annual Quality Assurance Report (AQAR) of the IQAC**

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

**Part – A**

**1. Details of the Institution**

1.1 Name of the Institution	The Cuncolim Educational Society's College of Arts and Commerce , Cuncolim
1.2 Address Line 1	Shri Pio F. Lawrence Complex, Cuncolim-Salcete-Goa
Address Line 2	
City/Town	Cuncolim
State	Goa
Pin Code	403703
Institution e-mail address	cescas21@yahoo.co.in
Contact Nos.	0832 2865210
Name of the Head of the Institution:	Principal Dr. Laximan G. Naik
Tel. No. with STD Code:	0832 2865210

Mobile:

9822161242

Name of the IQAC Co-ordinator:

Dr. (Mrs.) Apoorva A. Marathe

Mobile:

09527435941

IQAC e-mail address:

apoor.47@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) : 14413

1.4 Website address:

cescac.edu.in

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.59	Jan 2013	Jan 2018
“	2 <sup>nd</sup> Cycle				
	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.6 Date of Establishment of IQAC : DD/MM/YYYY

15<sup>th</sup> July 2013

1.7 AQAR for the year (for example 2010-11)

2013-14

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

Goa University

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input style="width: 80px; height: 20px;" type="text"/>		
University with Potential for Excellence	<input style="width: 80px; height: 20px;" type="text"/>	UGC-CPE	<input style="width: 80px; height: 20px;" type="text"/>
DST Star Scheme	<input style="width: 80px; height: 20px;" type="text"/>	UGC-CE	<input style="width: 80px; height: 20px;" type="text"/>
UGC-Special Assistance Programme	<input style="width: 80px; height: 20px;" type="text"/>	DST-FIST	<input style="width: 80px; height: 20px;" type="text"/>
UGC-Innovative PG programmes	<input style="width: 80px; height: 20px;" type="text"/>	Any other ( <i>Specify</i> )	<input style="width: 80px; height: 20px;" type="text"/>
UGC-COP Programmes	<input style="width: 80px; height: 20px;" type="text"/>		

**2. IQAC Composition and Activities**

2.1 No. of Teachers	<input style="width: 80px; height: 20px;" type="text" value="07"/>
2.2 No. of Administrative/Technical staff	<input style="width: 80px; height: 20px;" type="text" value="01"/>
2.3 No. of students	<input style="width: 80px; height: 20px;" type="text" value="01"/>
2.4 No. of Management representatives	<input style="width: 80px; height: 20px;" type="text" value="01"/>
2.5 No. of Alumni	<input style="width: 80px; height: 20px;" type="text" value="01"/>
2. 6 No.of any other stakeholder and community representatives	<input style="width: 80px; height: 20px;" type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input style="width: 80px; height: 20px;" type="text" value="01"/>
2.8 No. of other External Experts	<input style="width: 80px; height: 20px;" type="text" value="02"/>
2.9 Total No. of members	<input style="width: 80px; height: 20px;" type="text" value="15"/>

2.10 No. of IQAC meetings held

03

2.11 No. of meetings with various stakeholders:

No.

01

Faculty

02

Non-Teaching Staff

Students

Alumni

Others

2.12 Has IQAC received any funding from UGC during the year? Yes

No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.

International

National

State

1

Institution Level

(ii) Themes

ACADEMIC PERFORMANCE INDICATORS (API SCORE)

2.14 Significant Activities and contributions made by IQAC

1. Significant suggestions to improve the quality are made regarding the activities organised at the college
2. IQAC organised a Workshop on API

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
Implementation of Activity plan as provided in college prospectus for the year 2013-14	About 60% activities were implemented based activity plan. Various non-plan activists had been carried out.

*\* Institutional Activity Plan for the Academic Year 2013-14 attached as Annexure I.*

2.15 Whether the AQAR was placed in statutory body

Yes

No

✓

Management                      Syndicate                      Any other body

Provide the details of the action taken

A detailed report of the activities carried during the academic year 2013-14 is attached for reference as **Annexure II**

## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	02 (Arts and Commerce)			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>				
Interdisciplinary				
Innovative				

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options  
 (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02 (Arts and Commerce)
Tri-Annual	<input checked="" type="checkbox"/> Parents <input checked="" type="checkbox"/> Employers <input checked="" type="checkbox"/> Students <input checked="" type="checkbox"/>

1.3 Feedback from stakeholders\*  
 Alumni  
 (On all aspects)

Mode of feedback :    Online     Manual     Co-operating schools (for PEI)

- *Feedback from the Stakeholders is attached in the Annexure-- III*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Revision of syllabi of Goa University undergraduate course is implemented from the year 2013-14 in a phased manner

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Nil

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
18	08	09	01	

2.2 No. of permanent faculty with Ph.D.

05

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
19								19	

2.4 No. of Guest and Visiting faculty and Temporary faculty

15

04

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	16	20
Presented papers	01	05	-
Resource Persons	-	02	02

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Processes adopted by the Institution in Teaching and Learning include -- Special coaching for fast learners, peer teaching, use of software, computer for all, interdepartmental workshop, mentoring, seminar system with PPP, brainstorming and group discussion sessions.

2.7 Total No. of actual teaching days during this academic year 183

As per Goa University Examination

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

03	10	05
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2.10 Average percentage of attendance of students 75

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	50	02	24	36	20	82
B.COM	71	1.4	15.49	42.25	21.12	80

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

Through the analysis of departmental results, feedback from students, mentoring, remedial teaching, special coaching for fast learners, use of computers (ICT in teaching and learning).

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	16	-	01	05
Technical Staff	-	-	-	-

### Criterion – III

### 3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

To sensitize the importance of Research at the institution the IQAC organised a workshop on Academic Performance Indicators (API SCORE )

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	04	06	01
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
 DPE  DBT Scheme/funds

3.9 For colleges

Autonomy  CPE  DBT Star Scheme   
 INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number		01	01		
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College   
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows  
 Of the institute in the year

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution   
 who are Ph. D. Guides   
 and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
 National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
 National level  International level

3.23 No. of Awards won in NSS:

University level  State level

3.24 No. of Awards won in NCC:

National level  International level

University level  State level

National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
 NCC  NSS  Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- NSS volunteers participated in Run for Unity rally at Margao
- Clean Cuncolim Drive ,
- Visit to Old Age Home,
- Plastic Free Cuncolim ,
- Legal camp,
- Blood donation
- Three Days Programme on Mahatma Gandhi in collaboration with MARG .

### **Criterion – IV**

#### **4. Infrastructure and Learning Resources**

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area (in acres)	0.75			
Class rooms	12			
Laboratories	03			
Seminar Halls	01			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				

Others				
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4.2 Computerization of administration and library

Partial computerization of library services

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (Rs.)	No.	Value (Rs.)	No.	Value (Rs.)
Text Books	5799	1087009	403	1,84054	5602	1271063
Reference Books	1331	465861	47	78880	1378	544741
e-Books						
Journals	34	25575	30	33155	64	58730
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	57	01	49	02	01	07	02 Staff room	20
Added								
Total	57	01	49	02	01	07	02	20

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Seven computers in office are installed with internet access

Internet access is made available to students and teachers in IT Lab and in the Library

4.6 Amount spent on maintenance in lakhs :

i) ICT

Rs. 96,440

ii) Campus Infrastructure and facilities	Rs. 4, 68,123
iii) Equipments	Rs. 7, 78,069
iv) Others	Rs. 4, 69,506
<b>Total :</b>	<b>Rs. 18, 12,138</b>

**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC creates awareness about the activities of the Committees, Cells and Departments as well as the facilities available on the Campus.

5.2 Efforts made by the institution for tracking the progression

Information regarding continuation of education is available through Transfer Certificates.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
448	-	-	-

(b) No. of students outside the state

-

(c) No. of international students

-

Men	No	%
	186	41.51

Women

Women	No	%
	262	58.49

*AQAR of CES College of Arts and Commerce, Cuncolim, Goa, 2013-14*

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
291	03	143	37	01	474	234	03	169	42	01	448

Demand ratio

Dropout %

2.0 %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Faculty members individually guide the students as per their requirement to prepare for the competitive examinations.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET

SET/SLET

GATE

CAT

IAS/IPS etc

State PSC

UPSC

Others

5.6 Details of student counselling and career guidance

Lecture on career guidance in Subject of Geography, Sociology, Political Science, Economics and Commerce were conducted to guide the students.

No. of students benefitted

All

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
One	25	-	

5.8 Details of gender sensitization programmes

The College Cell for Sexual Harassment organized a talk for students on the topic “Human Rights” with reference to women’s rights, domestic violence, rape, the anti-dowry act, and sexual harassment of women at work place. A group of eight students pursuing Law (Members of the Legal Aid/Cell) had an interactive session with students.

### 5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

Items	Number of Students (male/female)	Amount(in Rs.)
Financial support from institution (scholarship given to meritorious students/student aid) i. Merit Scholarship ii. Student aid	i. 10 (5/5) ii. 22 (9/13)	i. Scholarship-14000 ii. Student aid -- 22000
Financial support from government  i. GoI Scheme Post Matric ii. GoG High Performing /Merit Based Award iii. GoG, Gagan Bharari iv. GoI Post Matric Scholarship To OBC  <b>TOTAL</b>	i. 116 (52/64) ii. 32 (22/10) iii. 116 (52/62) iv. 19 (5/14)	i. 695515 ii. 210000 iii. 870000 iv. 93546  <b>Rs. 18,69,051</b>
Financial support from other sources	--	--
Number of students who received International/ National recognitions	--	--

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

05

5.13 Major grievances of students (if any) redressed:

- A wide range of curricular and co-curricular activities of both inter-class and Inter-collegiate nature are organised.
- Better facilities for female students are provided.

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

OUR VISION : “To infuse, nurture and develop lasting values Of secularism, democracy and leadership in our students through quality education”

OUR MISSION : “To impart quality higher education to our students, so as to foster their development by providing knowledge that will build up enlightened citizens, a progressive Society and a vibrant nation while giving due consideration to the young aspirants of higher education.”

6.2 Does the Institution has a management Information System

The institution has constituted a Local Managing Committee that regularly meets.

Principal communicates the input to the management.

Two meetings of management, staff and principal are conducted annually.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Courses are framed by the BOS of the respective departments of the Goa University . Faculty members work as members of the BOS and the committees appointed for framework and revision of the syllabus.

6.3.2 Teaching and Learning

- The faculty members frame a teaching plan for the academic year .
- Remedial teaching for slow learners, special coaching for fast learners,
- Mentoring of the students, collection of students feedback.
- Teaching and learning methods:
- Class room seminars and group discussions, brainstorming seminars, PPP and assignments,
- Use of LCD in 9 Classrooms, 2 Labs and 1 Audio--Visual Hall

### 6.3.3 Examination and Evaluation

Institution follows the examination ordinance of Goa University with reference to I to VI semester.

### 6.3.4 Research and Development

- Smt. Savita S. Nadkarni is on the verge of submission of her Ph. D Thesis.
- Mr. Suraj Popekar has enrolled for the Ph.D.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- The CES Management has acquired 1,23,000 sq. Meters of land with the Reg.No.2795/2014 to shift the college.
- One class room is added.
- Geography Lab / Language Lab are supported by study related equipments and instruments.

- Submission of Self Appraisals for 2012-13,
- Submission of duly completed API forms for the year 2013-14,
- Encourage meritorious students to participate at the university/state /national level activities,
- Encourage faculty members to pursue Ph.D and further research work.

### 6.3.7 Faculty and Staff recruitment

Recruitment of the faculty is done as per the Go University Statutes and financial approval is sought from DHE.

Recruitment of non-teaching is based on staffing pattern.

### 6.3.8 Industry Interaction / Collaboration

Interaction with the local industrialists as representatives on IQAC

### 6.3.9 Admission of Students

Admissions of the students as per the Goa University statutes and ordinances.

First enter first admission policy is followed.

6.4 Welfare schemes for

Teaching	Financial help is provided through the Staff Association Account as per the requirement.
Non teaching	Financial help is provided through the Staff Association Account as per the requirement.
Students	Scholarships and adoption of tuition fees

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done    Yes     No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Goa University	Yes	Under Principal's directives
Administrative	No		Yes	Delegation through different Committees under Principal's directives

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes    Yes     No

For PG Programmes    Yes     No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Goa University introduced Semester System in the year 2009-10;
- Circulars, Ordinances, Directives are issued by the University with respect to the conduct of Examinations.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

6.11 Activities and support from the Alumni Association

Alumni Association not formed

6.12 Activities and support from the Parent – Teacher Association

- Book Bank Scheme for students
- Fund raising for promoting academic culture
- Parent suggestions at the PTA meets

6.13 Development programmes for support staff

6.14 Initiatives taken by the institution to make the campus eco-friendly

The NSS UNIT of the college conducted Clean Drive Campaign and encouraged the students to make paper bags. These bags were distributed by the institution to the vendors at the market. The Vasundhara Nature Club of the College organises Vanmahostava.

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Activity report of the College for the year 2013-14 is attached under **Annexure II**

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Best Practices attached under **Annexure -IV**

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

Vanamahostava, Clean drive, Plastic free campus, best out of waste (making and distribution of paper bags)

7.5 Whether environmental audit was conducted? Yes  No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

SWOT analysis in attached under **Annexure - V**

8. **Plans of institution for next year**

Institutional Plan for the Academic Year 2014-15 is attached under **Annexure-VI**

*Name*

*Dr. ( Mrs.)Apoorva A. Marathe*

*Name*

*Prof .Laximan G. Naik*

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

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## Annexure -I

**The Cuncolim Educational Society's  
C.E.S COLLEGE OF ARTS AND COMMERCE, CUNCOLIM,  
SALCETE, GOA – 403 703**

### Institutional Plan for the Academic Year 2013-14

#### (Tentative activity plan)

The Institutional Plan of the College depicts the Vision, Mission and Objectives set by the College

#### I. Admissions for Arts and Commerce Undergraduate Programme

1. Admission for F.Y. B.A. / B.Com begins from the date of declaration of H.S.S.C. Goa Board Exam Results (Last Date 14<sup>th</sup> July 2013).
2. Admission for S.Y. and T.Y. B.A. / B.Com begins from the date of declaration of results of Semester II and IV.

#### II. Academic Programme for the Year 2013-14

As per Goa University Circular, No.: 1/101/11-ACAD-1/2013/57/528 dated 10/05/2013 the Academic Terms for the Year 2013-14 are as follows:

<b>FIRST SEMESTER / TERM</b>				
<b>Sr. No.</b>	<b>Programme</b>	<b>Commencement</b>	<b>Term End</b>	<b>Commencement of Examination</b>
<b>1.</b>	<b>B.A. / B.Sc. B.Com. / B.F.S / B.S.W. / B.C.A. / BFS / BBS</b>	<b>19/06/2013</b>	<b>01/11/2013</b>	<b>12/10/2013</b>

<b>SECOND SEMESTER / TERM</b>			<b>VACATION BREAK</b>		
<b>Commencement</b>	<b>Term End</b>	<b>Commencement of Examination</b>	<b>Type of Vacation Break</b>	<b>From</b>	<b>To</b>
<b>25/11/2013</b>	<b>05/05/2014</b>	<b>02/04/2014</b>	<b>Chaturthi</b>	<b>09/09/2013</b>	<b>14/9/2013</b>
			<b>Winter</b>	<b>02/11/2013</b>	<b>24/11/2013</b>
			<b>Christmas</b>	<b>24/12/2013</b>	<b>01/01/2014</b>
			<b>Summer</b>	<b>06/05/2014</b>	<b>15/06/2014</b>

### III. EXAMINATIONS

Intra Semester Assessment and Semester End Examinations for each semester are conducted as per the Goa University Ordinance and the Examination Schedule provided by the Goa University.

### IV. Institutional Activity Plan

1. Inauguration of the Academic Year;
2. Celebration of Independence Day, Gandhi Jayanti and Founders Day, Goa liberation Day and Republic Day;
3. Election of Students Council and Goa University Class Representative and Faculty Representative (Second week of July);
4. Inauguration of Students Council, N.S.S. Unit, Sports Unit, IQAC, Placement Cell, Wall Paper, News Letter ( July 2013);
5. Teachers Day Celebrations ( 05/09/2013);
6. State Level Seminar ( September 2013);
7. All Goa Kavi Sammelan (18<sup>th</sup> January 2014);
8. National Level Seminar / Workshop (January / February 2014)

### V. The Annual Activity Plan of the Departments in addition to the activities enlisted in the Prospectus

#### 1) Department of English

Sr.No	Activity	Tentative date
1	Spelling Bee	First Term
2	Elocution Competition	First Term
3	Workshop on Creative Writing	Second Term

#### 2) Department of Hindi

Sr.No	Activity	Tentative date
1	An Essay Competition	First Term
2	Competition on Translation of Short Stories	Second Term
3	Guest Lecture	Second Term

#### 3) Department of Konkani

Sr.No	Activity	Tentative date
1	Workshop on Creative Writing	First Term
2	A Discussion on Art Movies	First Term
3	An Interaction Programme with Konkani Writers	Second Term
4	An Interclass Competition on Poetry, Story Telling and Writing	Second Term
5	A Talk on Opinion Poll	Second Term

#### 4) Department of History

Sr.No	Activity	Tentative date
1	State Level Seminar on "Goan Society in Transition:	First Term

	Issues of transition and progress”	
2	A Talk on Goan Heritage-Built and Culture	First Term
3	Quiz Competition on ‘History and Heritage of Goa’	First Term

**5) Department of Geography**

Sr.No	Activity	Tentative date
1	An Interclass Essay Competition on ‘Global Warming	First Term
2	A visit to ‘Sanjeevani’ Sugar Factory	First Term
3	A study Tour to ‘Kurukshetra’ and surrounding places	Second Term
4	Quiz Competition on ‘Conservation of Resources’	Second Term
5	Special Lecture	Second Term

**6) Department of Political Science**

Sr.No	Activity	Tentative date
1	Inter-Collegiate Quiz Competition	First Term
2	Guest Lecture	First Term
3	State Level Seminar	Second Term
4	Study Tour	Second Term

**7) Department of Economics**

Sr.No	Activity	Tentative date
1	Book reviews and Article reviews (for T.Y.B.A/B.COM)	First Term
2	Documentation competition (S.Y.B.COM/S.Y.B.A.)	First Term
3	Essay Writing Competition	First Term
4.	Quiz and Debate Competition	Second Term
5.	Poster competition	Second Term
6.	Seminar/ workshop for students	Second Term
7.	Career guidance	Second Term

**8) Department of Sociology**

Sr.No	Activity	Tentative date
1	Talk on ‘Career in Sociology’	First Term
2	Workshop on ‘Women and Law’	Second Term
3	Essay Writing on Social Issues in Goa	Second Term

**9) Department of Commerce**

Sr.No	Activity	Tentative date
1	Guest Lecture	First Term
2	State Level Seminar	First Term
3	An Inter Class Activities	First Term
4.	An Industrial Visit	Second Term
5.	Guest Lecture / Visiting Faculty	Second Term

<b>6.</b>	Talk on Career Guidance	Second Term
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**VI. INTERDEPARTMENTAL ACTIVITIES**

- i. Interdepartmental activities are conducted as per the need.
- ii. Study tours / Field trips
- iii. Competitions

**VII. ACTIVITIES ARE ORGANISED BY THE COMMITTEES / CELLS/ASSOCIATION OF THE COLLEGE**

**1. STUDENTS ELECTION COMMITTEE:**

The committee conducts the election in the month of July to the Students' Council of the college as well as conducts election for the post of UCR and UFR in accordance with Goa University Statute.

**2. STUDENTS COUNCIL / CO-CURRICULAR ACTIVITY**

- i. Interclass and intercollegiate competition;
- ii. Talent hunt and college week;
- iii. Annual social gathering;
- iv. Organises a variety of cultural activities.

**3. SPORTS COUNCIL**

- i. Nomination of Members and the Sports secretary is done in July;
- ii. Interclass and intercollegiate sports activities;
- iii. Participation/Deputation of sportsmen in events organized by the Goa University/Government of Goa and others;
- iv. Organizes Annual Sports Day at the College.

**4. N.S.S. UNIT**

- i. Enrollment of volunteers, nomination of N.S.S. Secretary and leaders in July;
- ii. Inauguration of unit, orientation for new volunteers as per the direction of Goa University N.S.S. Unit and Sports, Youth and Welfare department, Government of Goa, in the month of July;
- iii. Volunteering the celebration of National Days, significant days and college extension activities;
- iv. Extension activities in accordance with the annual plan and theme of Goa University Unit.

**5. PARENTS – TEACHERS ASSOCIATION**

- i. This Association functions as per the rules and regulations stated in constitution of P.T.A. of the college;
- ii. Meets twice in a year;
- iii. The P.T.A. organizes felicitation of selected alumni of the college;
- iv. It distributes reference books through BOOK BANK.

**6. WOMAN CELL**

It organizes activities related to social awareness and gender sensitizing issues.

**7. VASUNDHARA NATURE CLUB COMMITTEE**

- i. Enrollment of the students of the college is done in the month of July;
- ii. The secretary and the group leaders are nominated;
- iii. Organizes Vanmahostava and organizes competition.
- iv. The club organizes hike and competitions for students.

In addition to the above mentioned activities the Departments / Committees / Cells of the College undertake several activities as directed / required by the University/Government and non-government institutions related to emerging issues.

## Annexure -- II

The Cuncolim Educational Society's  
**C.E.S COLLEGE OF ARTS AND COMMERCE, CUNCOLIM,  
SALCETE, GOA – 403 703**

**Activity Report Of The College For The Academic Year 2013-14**

**RESULTS OF THE T.Y.B.A./B.COM BATCH OF THE YEAR 2012-13**

Class	Appeared	Distinction	First Class	Second Class	Pass Class	Pass %	G Uni %
T.Y.B.A.	51	07 (13.70%)	14 (27.45%)	17 (33.33%)	08 (15.68%)	46 (90.19%)	
T.Y.B.Com	115	04 (03.47%)	16 (13.91%)	50 (43.47%)	24 (20.86%)	94 (81.73%)	

**ADMISSION FOR THE YEAR 2013-14**

Class	Students		Total
	Male	Female	
Arts and Commerce			
F.Y.B.A	24	54	78
S.Y.B.A.	16	49	65
T.Y.B.A.	13	37	50
F.Y.B.Com	61	32	93
S.Y.B.Com	36	53	89
T.Y.B.Com	36	37	73
Total	186	262	448

**Activities organised by the Institution during the First Term of the Academic Year 2013-14**

1. The Academic Year 2013-14 was inaugurated on 1<sup>st</sup> July 2013. Principal Dr. L.G.Naik addressed the students and oriented about the facilities available at the

campus as well as the rules and regulations. all the faculty members informed the students regarding their respective subjects.

2. Miss Pragati Patil and Miss Pooja Gaonkar of T.Y.B.A. class were deputed to attend a 10 Days NSS National mega camp at Bengluru from 28<sup>th</sup> June to 10<sup>th</sup> July 2013.
3. The plan of activities for the College NSS Unit were drawn from the Plannery meeting of the Goa University NSS Programme Officer's plannery meeting, held at Goa University on 5<sup>th</sup> July, 2013. The meeting was attended by Dr. Prakash R. Morarkar, NSS Programme Officer.
4. A 10 days orientation from 5<sup>th</sup> July to 15<sup>th</sup> July on Epic Card was conducted by the CES NSS unit for the students of CES.
5. The Students Council of the College, Placement Cell and IQAC Cell of the College were inaugurated on 15th July 2013 in the College Hall at the hands of Prof. Satish Shetye, Honourable Vice-chancellor of Goa University. Shri Manguirish Pai Raiker, Ex-President GCCI was the Guest of Honor. The College News Letter was released by the Chief Guest. The Chief Guest called upon the students to prepare for a Globalised World by using the facilities such as CORCERA. Mr. Manguarish Pai Raiker, stressed on the importance of moral values in human development. The meritorious students of the College excelled at the B.A. and B.Com Final Examinations of the Goa University were honored at the hands of the Chief Guest. On this occasion under the Scheme, Adoption of the Students by the industrialists of Cuncolim, the deserving Students were handed over the Tuition fees (Adoption fees) by the Sponsors.
6. Directorate of Higher Education and NSS unit of CES College organised orientation programme on 16<sup>th</sup> July, 2013 in the College Hall to select and train the NSS Volunteers for the forth coming **Lusofonia International Games** to be held in Goa. Mrs Sylvia D'soza, Assistant Director of Education and her team from Directorate of Education, Government of Goa oriented the students.
7. The Department of Konkani in collaboration with Konkani Bhasha Mandal organized 'Shenoy Goembab Story Telling Competition' for the students of schools from Salcete taluka on 12<sup>th</sup> August 2013 in CES College hall. The story telling competition became a big event as 28 stories were narrated.
8. The students, faculty members and non-teaching staff members eagerly participated in the celebration of the 67<sup>th</sup> Independence Day along with the sister concerns of the

CES at the college ground at 8 a.m. Shri. Moduccro B.N.Dessai, veteran freedom fighter and the Chairman of CES hoisted the flag and wished all the students.

9. The Department of Commerce and Accountancy of the College and MSME Development Institute (Ministry of MSME, Government of India, Margao, Goa) in association with Cuncolim Industrial Association organized “State Level Vendor Development Programme” on 29 August 2013. Mr. P.V. Velayudhan, Director MSME was the Chief Guest and Mr. Devendra Dessai, Chairperson of CMC and Abhay Keni , president of Cuncolim Industries Association were the Guests of Honor. Shri H.D. Mahavir , Zonal head of the Corporation Bank conducted the technical session and Shri Tapan Kumar Shabu and Shri S.Mohandas Bhandarigave organised the proceeding for the workshop.
10. The activities of the NSS Unit of CES of the College for the year 2013-14 were initiated by the appointment of Programme Officers, Committee members and the Secretary. The NSS Unit of the College was inaugurated on 30<sup>th</sup> August, 2013 in the College hall at the hands of chief guest Dr.I. Bhanumurthy, Principal of Damodar College of Commerce and Economics, Margao and Chairman of CDC, Goa University. Principal, Dr.L.G.Naik introduced the chief guest and welcomed the gathering. The chief guest highlighted the duties of NSS volunteers by taking the exemplary contribution of the divine personality Swami Vivekananda. On the same day “Blood Donation Camp” was organised under the assistance of the Medical team from Hospicio Hospital Margao. The camp was successful due to the blood donation by 26 donors.
11. The Taluka Legal Services Committee, Margao in collaboration with the Department of Political Science of Cuncolim Educational Society’s College of Arts and Commerce organised a ‘Legal Awareness Camp’ regarding Law and Poverty and role of Legal Aid in access to social justice on 31<sup>st</sup> August 2013 at college hall. Dr. Laximan G. Naik, Principal of CES College welcomed the members of the Taluka Legal Service Committee, Margao and others prominent citizens of Cuncolim. Legal Awareness Camp was attended by 51 student participants.
12. The Students’ Council organized a programme for celebration of Teacher’s Day on 5<sup>th</sup> September 2013. As a mark of respect to teachers, the students performed entertainment programme. The faculty members participated, enjoyed and won the prizes in the games.

13. A Workshop on Entrepreneurship for students was organised by MSME development institute (Ministry of MSME, Government of India, Margao, Goa) in association with Department of Commerce and Accountancy of the College on 6th September 2013. In the Audio Visual Hall. Dr.Salim Kazi, Management consultant and Shri. Shivanand Bachgundi Assistant Director of MSME guided the students on government schemes and opportunities of entrepreneurship in Goa.
14. A Liturgical Service in Memory of Late Dr.Sharon D’Cruz was offered on 17th September,2013. The Principal, staff and students of the C.E.S College offered a concelebrated Mass for the Soul of Dr.Sharon D’Cruz (Asst.Prof in History) who left for her Heavenly abode on the 25th July, 2013.
15. Inter class Essay Competition was organized by Hindi department on the occasion of “HINDI DAY” on 18th September 2013 .
16. The Geo world Club of the Department of Geography organised a field trip on 18<sup>th</sup> September 2013 to Menezes Branganza Heritage House at Chandor that was attended by 49 student members.
17. Miss Ranjita Devi Pandey, resource person delivered a lecture on “**Interpretation Of Aerial Photographs**” to T.Y.B.A. students on 21st September 2013at the college lecture hall.
18. The Parent Teacher Association of the College on 21st September invited Adv. Sameer Dessai of the Legal Services Committee {South Goa Taluka} to deliver a talk on “Free Legal Aid” that various courts across the country offer to its citizens. The objective of the talk was to create awareness among the parents , students community and faculty members. During the interactive session the audience raised questions regarding the procedure and guidelines laid down to avail the legal services.
19. The Vasundhara Nature Club organized Nature Trail for fifty nature club volunteers on 26<sup>th</sup> September 2013 to Sulsulo waterfall at Sattari .
20. Gandhi Jayanti was celebrated at CES with all enthusiasm as it is **Founder’s Day of the CES Society**. The students of the school, HSS and college, the teachers and management committee members of Cuncolim Education Society participated in the in celebration of 2<sup>nd</sup> October and Founders’ Day function.
21. NSS Volunteers took the initiative to **clean the College Campus, school campus and church yard on 2<sup>nd</sup> and 3<sup>rd</sup> October, 2013 under the Clean Drive Project**. Students of first and third semester BA/BCom cleaned the said places. While the

students of fifth semester undertook the physical activity by contributing paper bags as a part of eco friendly activity.

22. The Department of Geography organised a field trip to Goa Science Centre and NIO at Panjim on 3<sup>rd</sup> October 2013 for 17 students.

### **Students Compete/ Participate In Art, Cultural And Academic Activities**

- Chandrashekhar Bhawariya and Subhash Gaonkar participated in an **All Goa Inter-collegiate Quiz on the topic “Goa Vidhansabha (1964-2013)”** on 8<sup>th</sup> August 2013 at Goa Legislature Secretariate, Porvorim-Goa.
- Sankita Dessai , Monali Dessai and Vaibhavi Dessai participated in **“Personality Development Workshop Through Theater Art For Students”** on 17<sup>th</sup> and 18<sup>th</sup> of August 2013 organised by Antruz Ghodyo, Bandora-Ponda held at Snehamandira Ponda,Goa.
- The Department of Physical Education and sports of the college the players to participate in the Inter-collegiate football and tennikoit tournaments, power lifting and body building
- Competitions organized by the Goa University. The college team secured the runners-up position at the intercollegiate body building competition in which Mr. Abhijit Naik secured Gold medal and Mr. Suthil Naik Dessai secured Silver medal. The women team secured runners-up position in tennikoit tournament. Mr Suthil Naik Dessai won Gold medal in the power lifting competition.

### **Faculty Development Programmes**

- a. Dr. Prakash. R. Morakar, Associate Professor, attended NSS Programme Officers meeting held on 5th July, 2013 at Goa University.
- b. Mr. Suraj M.Popker, Assit Prof. in Accountancy attended 10 days workshop on “Capacity Building” held during 15<sup>th</sup> to 25<sup>th</sup> June 2013, organized by DHE, Panaji-Goa.

- c. Mr. Argemiro Rodrigues , Assit Prof. in Accountancy, attended Annual Meeting of NSS Programme Officers held on 19<sup>th</sup> July, 2013 organised by Directorate of Sports and Youth Affairs, Government of Goa at Institute Menezes Braganza, Panjim.
- d. Mr.Ulhas Banasode, Miss Cajeta Fernanes and Miss Reena Fernandes Assit Prof. in Accountancy and Commerce attended an orientation programme on 25<sup>th</sup> August 2013 organised by GVM'S College of Commerce and Economics, Farmagudi-Ponda-Goa.
- e. Dr.Prakash Morakar Asso.Prof and HOD of geography Department attended one day Data Dissemination Workshop in Goa State to sensitize data users about availability and use of latest Census - 2011 results on Primary Census abstract on 25<sup>th</sup> September 2013. Dr. Prakash. R. Morakar attended a meeting on All India Survey of Higher Education held on 28th September, 2013, at Parvatibai Chowgule College of Arts and Science.
- f. Mr. Suraj M.Popker and Mr.Ulhas Banasode, Assit Prof. in Accountancy attended the national workshop on “Doctoral Research and Academic Writings in Social Sciences ” held at DMC College, Mapusa on 28<sup>th</sup> and 29<sup>th</sup> October 2013.
- g. Dr.Avinash V. Raikar, (HOD), Dr.(Mrs.)Apoorva A.Marathe , Asso.Prof in Economics , Dr.(Mrs.) Sarala V. Katageri Asso.Prof in Pol. Science, Mr. Suraj M.Popker, Assit Prof. in Accountancy and Mr.Vikrant Mudliyar, Assit Prof. in Economics attended two days International Seminar on the theme “Emerging Challenges And Prospects Of Indian Economy ” on 11<sup>th</sup> and 12<sup>th</sup> November 2013 organised by Goa Economic Association in collaboration Indian Economic Association and Department of Economics ,Goa University at Goa University.
- h. Dr.Prakash Morakar participated in two-day UGC sponsored National Conference on the theme “recent trends in tourism , population and Geoinformatics” organised by the Department of Geography of Bhogavati Mahavidyalya , Kurukali, Kolhapur (Maharashtra) on 11th and 12th November 2013 and presented paper on “Development of Fishing Industry in Goa: A Geographical Study ”.
- i. Dr.Prakash Morakar Asso.Prof and HOD of geography Department completed a short-term (40 hours) Certificate Course from 11<sup>th</sup> August 2013 to 13<sup>th</sup> October, 2013

(Weekly four hours on Sunday's) in "Geographical Information System (GIS)" conducted by the PG Department of Geography of PC College of Arts and Science, Margao.

### **Activities organised by the Institution during the Second Term of the Academic Year 2013-14**

23. Field Trip/Study Tour was conducted for 17 T.Y.B.A. Geography students to Mysore, Ooty, Bangalore and surrounding places between 20th November and 28th November, 2013 accompanied by two faculty members .
24. Konkani Department organised Study tour for 16 Konkani Students at Srawanbelgola, Mysore and Bangalore that was accompanied by two faculty members during 20th November and 28th November, 2013.
25. The NSS unit of CES College of Arts and Commerce, Cuncolim has observed the Flag Day during 7<sup>th</sup> to 14<sup>th</sup> December and collected Rs.8000/- that was contributed towards the welfare of armed forces of India. All the volunteers and Programme Officers took keen interest in this event and highest contribution was collected for the year 2013-2014.
26. Department of Commerce in Collaboration with Department of Economics and Sports organized a Two Day National level workshop on "**Effective use of Excel and SPSS Software for Social Science Research**" on 6th and 7th December 2013. In five sessions the Resource persons explored the practical usage of statistics and econometrics for research in social sciences. Research scholars from the state of Goa, Karnataka and Maharashtra participated.
27. The Student's Council of C.E.S's College of Arts and Commerce organized Inter-Collegiate and Inter-class event titled "**TALENT- A Hunt Within...**" from 11th December to 13th December 2013. The Chief Guest Mr. Abhay Keni, President of Cuncolim Industries Association inaugurated the event on 11th December 2013 and **Inter- Collegiate "Folk Dance"** Competition was held in College Audio- Visual Hall. The Inter-Class Nail- Art Competition, Mehandi Competition , Inter-Class Best out of waste Competition, Traditional Day , Hair-Style and Face- Painting Competition were also were conducted to conclude the first day of "**TALENT- A Hunt Within...**" programme. On the second day an **Inter- Collegiate "Elocution"** Competition was conducted in College hall. On 13th December 2013 Inter-Class events like Singing, Rangoli, Fruits and

Vegetable Carving Competition were conducted. Students' response was enormous on all the three days and they exhibited their talent, which made the "TALENT- A Hunt Within..." event a great success.

28. On 15<sup>th</sup> December 2013, 238 students and two programme officers along with four faculty members participated in **Run for the Unity programme**. The volunteers gathered at the College Campus at 6.45 a.m. and travelled towards Margao. The initial function was held at Joggers Park, next to Pandit Jawaharlal Nehru Stadium at Margao. The eminent speakers highlighted the importance of Shri Sardar Vallabai Patel, the iron man of India, who took initiative in uniting India. This was followed by a rally that covered a distance of four kilometers.
29. A Workshop was organised on 'Sutrasanchalan Tantra and Mantra on Effective Compeering' by Konkani Department in collaboration with Konkani Bhasha Mandal on 15<sup>th</sup> December 2013 at CES Hall . Advocate Uday Bhembre inaugurated the workshop, Shri Anant Agni, Shri Sanjay Talwadkar, Shri Gopinath Gauns and Shri Sandesh Prabhudessai guided 46 student participants.
30. An industrial visit of Department of Commerce and Accountancy, for the students of T.Y.B.Com was organized by Assistant Professor Ms Pooja Prabhudesai ,Assistant Professor Mr Suraj Popkar and Mr. Vikrant Mudliyar, on 17<sup>th</sup> December 2013 to Madras Rubber Factory(MRF), situated at Usgaon ,Ponda, Goa. A total of 42 Students participated in this field visit.
31. The Sports Council was inaugurated at the hands of shri Devendra D. Dessai, Chairman, CMC, on 18<sup>th</sup> December 2013 that was followed by College Athletic Meet.
32. The NSS Unit of College celebrated 53<sup>rd</sup> 'Goa Liberation Day' on 19<sup>th</sup> December, in the College Campus. Shri Moducora B.N.Dessai, Chairman, Cuncolim Educational Society was the Chief Guest and the heads, staff and students of the sister institutions were present.
33. On the 21st December, 2013 the P.T.A of the college organised an Alumni Felicitation Programme and a talk on "Parenting". Four ex-students were felicitated on the occasion. Dr.Minal Joshi (Sr.Ayurvedic Physian,Canacona,C.H.C) was the resource person and chief guest of the

function. Dr. Joshi explained the benefits of good parenting and cautioned that bad habits among youngsters are a reflection of “Bad Parenting”. The talk was followed by a General Body Meeting of the PTA.

- 34.** The College Cell for grievances of Sexual Harassment and the cell for Anti-Ragging organized a talk on 4th January, 2014 for students of F.Y.\S.Y.B.A and B.COM. on the topic “Human Rights” with reference to women’s rights, domestic violence, rape, the anti-dowry act, sexual harassment of women at work place and anti-ragging law. A group of eight students pursuing Law (Members of the Legal Aid/Cell) had an interactive session with students.
- 35.** The Department of Political Science organized inter – class Quiz competition on 13th January, 2014, in Audio Visual Hall of C. E. S. College. Six teams participated in the Quiz competition.
- 36.** The Department. Of Commerce and Accountancy organized Inter-Class essay competition for F.Y., S.Y. and T.Y. B.COM Students on 15th January 2014.
- 37.** The student’s council organised 23<sup>rd</sup> All Goa Intercollegiate Kavi Sammelan in the memory of Late Shri Pio F. Lawrence, Chairman C.E.S. on 17<sup>th</sup> January 2014 in four languages. The meet was inaugurated by renowned Konkani poet Mr. Sanjeev Vernekar. The 43 young budding student poets from 17 colleges of Goa recited poems at the sammelan. The second edition of College News Letter was released on the same occasion.
- 38.** The student’s council organised Annual Social Gathering and Prize distribution function on 18<sup>th</sup> January 2014 at Municipal Hall, Cuncolim. Advocate Amrut Kansar was the Chief Guest.
- 39.** NSS Unit organised one day orientation to all the volunteers on 21<sup>st</sup> January, 2014. Shri Gurunath Kelekar was the resource person, who highlighted the aims and objectives of MARG (Movement of Amity towards Roads in Goa).
- 40.** The Chairman, members of management and staff of Cuncolim Educational Society and its institutions celebrated Republic Day function in the college premises on 26<sup>th</sup> January, 2014. All the NSS volunteers participated in Flag Hosting.

41. A half-day seminar on capital market was organized by ICSI-CCGRT ON 27<sup>th</sup> Jan 2014 for the students at college AV Hall. Mr. Smitesh Dessai, the resource person/faculty member unfolded the working of capital markets in India and opportunities and guidance available for the students. The beneficiaries included 140 students and faculty at the college.
42. The NSS unit of CES College and MARG together organised a mega event on **“Mahatma Gandhi in Our Goa” from 30<sup>th</sup> January to 1<sup>st</sup> February, 2014 (Three days)**. This event was conducted at Cuncolim Municipal Community Hall. The three day event was held is an attempt to motivate students, youth and citizens to get inspiration from Gandhiji to strengthen the fundamentals of harmony, tolerance and civic sense. The activities include book exhibition, photo exhibition, and screening of short films, prayer session, lectures hymns and bhajans. For the said giant event Hon’ble Governor Shri Bharat Veer Wanchoo was the Chief Guest. Other prominent personalities shared the dais were Shri Devendra Dessai, Chairman, Cuncolim Municipal Council, Dr. Laximan G. Dessai, Principal, Cuncolim Educational College, Shri Prabhakar Timble, Ex-Election Commissioner, Shri Gurunath Kelekar, Managing Trustee, Movement for Amity Towards Roads in Goa, Shri Mohandas Surlakar, Headmaster (Retd), Adv. Ulhas Gaitonde, Smt. Rajani Bhemre, and Teacher (Retd) and writer. On 31<sup>st</sup> and 1<sup>st</sup> February, various other activities were also held.
43. To strengthen the awareness of environment among the NSS volunteers, College unit organised the programme on preparation of Cloth bags/paper bags under the theme **‘best out of waste’ that were later distributed among local vendors and businessmen at Cuncolim**. All NSS the volunteers took the part in this programme and prepared Cloth bags/paper bags during the last week of February.
44. The department of Physical Education and Sports organised College Sports day on 18<sup>th</sup> December 2013. Depending on the performance of player in Athletic events, the College team shall be recommended for participation in Inter-collegiate Athletic meet 2013-14.
45. The department of English organized an annual Inter-class spelling competition (inter-class) on 7<sup>th</sup> March 2014.
46. Department of political science organised a field trip/ career guidance to Goa Institute of Rural Development & Administration (GIRDA) , Ela , Old Goa. A career guidance lecture was delivered by Sidhi Naik, Research Officer at GIRDA.

It was followed by a visit to Goa Legislative Assembly Session on 5<sup>TH</sup> March 2014 with 30 students from the department of Political Science, Economics accompanied by two faculty members.

47. The IQAC of CES College organized a state level workshop on Academic Performance Indicators for the faculty members on 22<sup>nd</sup> March 2014. Prof Y.V. Reddy, HOD, Department of Commerce, Dean, Faculty of Commerce and Chairman, PG BOS in Commerce was the resource person. He explained the concept of API and PBAS and the method of calculation of individual API score. The workshop was followed by question answer session.

### **Students compete and participation**

The NSS unit of CES College had deputed four students to participate in the 18<sup>th</sup> National Youth Convention and Suvichar during XVIII National Youth Festival, 2014 at Punjab Agricultural University, Ludhiana(Punjab) from 12<sup>th</sup> to 16<sup>th</sup> January 2014. Three students were selected. They participated in the Youth Festival and won an award.

### **Faculty Development Programmes**

- a. Dr. Avinash V. Raikar, Suraj M. Popker and Vikrant Vijay Mudliyar has jointly submitted proposal for major research project to the University Grants Commission on topic “Impact of Dairy Co-Operatives Societies on Socio-Economic life of Member Producers in Goa”.
- b. Ms Bhakti, Kholkar attended ‘One Day Workshop’ on 4th December 2013, organised by Directorate of Census Operation-Goa.
- c. All the faculty members participated in the two days National level workshop on “Effective Use of Excel and SPSS Software for Social Science Research ” on 6<sup>th</sup> and 7<sup>th</sup> December 2013.
- d. Dr. Prakash. R. Morakar attended NSS Programme Officers meeting held on 10th December, 2013 at Directorate of Higher Education, Porvorium, and Goa.
- e. Savita S.Nadkarni, Assoc. Prof. , Argemiro Rodrigues , Suraj Popker and Cageta L. Fernandes , Asst.Prof s in Commerce and Accountancy participated in one day state level workshop in Accounting (with reference to Revised format of P and L A/c

- and Balance sheet) on 11th December 2013 organized by G.V.M's G.G.P.R. College of Commerce and Economics, Ponda.
- f. Ms. Teja M.N Gaunekar (Associate Prof. in Political Science) Participated in the National Conference on "India's Political, Economy in transition : The crisis of Governance, Democracy and Development" organised by Department of Political Science, Goa University in collaboration with Indian Institute of Advanced Study, Shimla, Indian Council of Social Science Research New Delhi, held on 21st and 22nd December, 2013.
  - g. Dr. Aporva A. Marathe delivered a Guest Lecture on "Volatility of Exchange Rates and Its Impact on Indian Economy" at Shree Mallikarjun College of Arts and Commerce, Canacona Goa on 8<sup>th</sup> January 2014.
  - h. Cajeta participated in One day State Level Seminar on "Agricultural Growth in Goa: Present Trends and Future Prospects" Organised by GVM's College of Commerce and Economics on 8<sup>th</sup> January 2014.
  - i. Ms. Chatura R.S. Sancarodekar Asst. Prof. in Hindi participated in two days National seminar on "Ekkisavi Sadi Ka Bharativya Sahitya" organised by Goa University, Hindi Vibhag, in collaboration with Kendriya Hindi Nideshalaya and Dr. Arvinda Pandeya Manch on 13<sup>th</sup> and 14<sup>th</sup> February 2014.
  - j. Dr. Sarala V. Katageri (Associate Prof. in Political Science) presented paper titled – "Women Leadership in Local self Government: Challenges and Opportunities" and Dr. (Mrs.) Apoorva A. Marathe (Associate Prof. in Economics) presented paper titled "Implications of Economic Gender Gap on India's Growth Prospects" and Ms. Teja M.N Gaunekar (Associate Prof. in Political Science) participated at the National Seminar on "**Women Leadership And Capacity Building In Political And The Economic Spheres – Prospects, Roadblocks And Strategies**" on 28<sup>th</sup> and 29<sup>th</sup> March 2014 at Carmel College, Margao.
  - k. Mrs. Maneera Fernandes and Cajeta Fernandes participated in One day State Level Seminar on "Trends and Prospects on Goan Agriculture" Organised by GVM's College of Commerce and Economics.
  - l. Shri. Nityanand Naik attended the 19<sup>th</sup> Goa Yuva Mahostava -2014 organised by Konkani Bhasha Mandal and at MES College, Vasco at MES College, Vasco on 1<sup>st</sup> and 2<sup>nd</sup> Feb 2014.

- m. Ms. Maria Fatima Martins Asso. Prof in English participated in one day preliminary workshop on “Digital Story Telling ”organised by S.S.Dempo College of Commerce and Economics, Panjim on 18<sup>th</sup> February, 2014.
- n. Suraj M. Popker ,Asst. Prof. in Commerce participated and presented paper titled “Global Crisis and Its Impact on Indian Economy: special reference to Private Equity and Venture Capital ” at the International conference on “Emerging Trends in Commerce and Social Sciences ” organised by Prof. R.M.College of Arts , Commerce and Science, Pune on 22<sup>nd</sup> Feb 2014.
- o. Ms.Pooja Prabhudessai Asst. Prof in commerce ,attended one day state level faculty development programme on “Industry Connect: Teaching-Learning through real life case studies ” on 8<sup>th</sup> March 2014 organised by IQAC of GVMS College of Commerce and Economics, Ponda in collaboration with IndSearch , Pune.
- p. Ms. Socorina Fernandes Asst. Prof in Sociology , attended in one day workshop on “The Role of Women cell in Colleges and Workplaces ”organised by Carmel College of Arts, Science and Commerce for Women , Nuvem on 8<sup>th</sup> March 2014 .
- q. All the faculty members participated in the one day state level workshop on “ Academic Performance Indicators” on 22<sup>nd</sup> March 2014organized by IQAC of CES college .
- r. Shri. Nityanand Naik Asst.Prof in Konkani attended the 29<sup>th</sup> Adhiveshan of Akhil Bharatiya Konkani Parishad at Belgaum from 28<sup>th</sup> Feb to 2<sup>nd</sup> March 2014.

### **Faculty Development Programmes organized by the institution during the Academic Year 2013-14**

1. The interdepartmental national level workshop was organized by the CES College from 6<sup>th</sup> and 7<sup>th</sup> December 2013. The Department of Commerce ,Economics and Sports collaborated for the Two Day National level workshop on “**Effective use of Excel and SPSS Software for Social Science Research**”. The five technical sessions conducted by the Resource persons dealt with the practical usage of statistics and econometrics for research in social sciences. Research scholars from the state of Goa, Karnataka and Maharashtra participated.
2. A one day workshop on calculation of API was organized by the IQAC of CES college on 22<sup>nd</sup> March 2014. Dr.Y.V.Reddy explained the concept of API as well as

in the last session dealt with the calculation of the API. All the faculty members participated in the one day state level workshop.

### **Publication of the articles by the Faculty**

1. Hugar S.S. and Nadkarni S.S.(2014) “A Study of Kadamba Transport Corporation Limited ” Indian Streams Research Journal, Volume-4, Issue-3. April 2014.
2. Hugar S.S. and Nadkarni S.S.(2014) “Goa Industrial Policy : An Appraisal ”Global Economic Research, Volume-1, Issue-V, April –September 2013.
3. Mulimani A.A. and Morakar P.R. (2013): “ Tourism Development in Goa” *The Deccan Geographers. , Volume-51, No.1and 2, June -Dec 2013.*
4. Morakar P.R., Mulimani A.A.and Chalvadi M.B.(2013) “Development of Tourism Industry in Goa”, Resources and Development –Issues and Concerns, (edi) Jana N.C.,Sivaramkrishnan L.,October 2013 (Publisher and place)
5. Jakati D.M., Mulimani A.A. and Morakar P. R.(2013): “Spatial Distribution Of Fish Landing Centres In Goa- A Geographical Review”; *Golden Research Thoughts*, Volume-3, Issue-3. Septmeber 2013.
6. Morakar P.R. (2013): “Development of Tourism in Goa: An Ecological Approach”; *The Deccan Geographers.*
7. Morakar P.R.(2014) “Prospects of Fishing Industry in Goa” Indian Streams Research Journal, Volume-4, Issue-3. April 2014.
8. Mudliar V., Prabhudessai P., PopkerSuraj(2014): “*Financial Performance Evaluation of Employees Co-operative Credit societies in South Goa*”, *Golden Research Thoughts, International Multi-disciplinary Research Journal, , Volume-3, Issue-11, May 2014.*
9. Maria, Rodrigues (2014): Ageing Population of Cuncolim Town; *Indian Streams Research Journal*, volume III, Issue XII.
10. Popker Suraj, Mudliar V. (2014) “Global Crisis and its Impact on Indian Economy: Special reference to Private Equity and Venture Capital” *International Research Journal of Commerce, Business and Social Sciences , Volume II, Issue 11 (VI), Feb 2014.*
11. Vernekar R.S.and Deshpande M.N.(2014), “*Review of Sports Participation and Facilities with the Sports Associations in Goa*”, *International Research Journal of Commerce, Business and Social Sciences , Volume II, Issue 11 (VI), Feb 2014.*

## **Annexure -- III**

**The Cuncolim Educational Society's  
C.E.S COLLEGE OF ARTS AND COMMERCE, CUNCOLIM,  
SALCETE, GOA – 403 703**

### **Feedback from Stakeholders**

1. Students Feedback on the Teachers is taken by the Feedback Committee.
2. Parents Feedback is taken during the PTA meetings and by the Principal whenever they visit the College.
3. Feedback is taken by the Alumni during 'Felicitation of Alumni' by the PTA of the College.
4. Feedback is availed by the participants attending the Seminars and Workshops organised by the College.
5. The College has a Suggestion Box. Opinions / Suggestions of the students put in the Box are noted by the Grievance Committee and referred to the Principal for appropriate action.

The analysis of all the feedback availed are referred to the Principal for appropriate action.

## **Annexure -- IV**

**The Cuncolim Educational Society's  
C.E.S COLLEGE OF ARTS AND COMMERCE, CUNCOLIM,  
SALCETE, GOA – 403 703**

### **BEST PRACTICES**

1. Equal access given to the students to all facilities available at the campus.
2. Awarding the meritorious students in each department by faculty.
3. Identification of slow learners and providing remedial coaching, for advanced learners special coaching/tutorials are given.
4. Audio visual central control system is provided in the campus to monitor all activities.
5. Interdepartmental seminars and workshops are conducted.
6. Mentoring system

## **Annexure -- V**

**The Cuncolim Educational Society's  
C.E.S COLLEGE OF ARTS AND COMMERCE, CUNCOLIM,  
SALCETE, GOA – 403 703**

### **SWOT ANALYSIS**

#### **STRENGTHS**

1. Use of software, Internet and Computer Technology ( ICT) in teaching and learning.
2. Equal access and encouragement to the backward, economically weaker students, differently abled students and female students during admissions and studies.
3. Encourage learning beyond classroom. Field trips, industrial visits and study tours are organised by the departments.
4. Faculty is encouraged to take up research and participate in Seminars, Workshops and conferences.
5. Effective leadership of principal and the committed and encouraging management.
6. Student's feedback is taken and necessary follow up is made.
7. The dropout rate is considerably low with given background of the students and institution further is working to reduce it.
8. Co-operation of the Management

#### **WEAKNESS**

1. Research work is slow in all departments.
2. The Alumni Association is yet to be formed. The process is on.
3. Absence of linkage and collaboration with industries.

#### **OPPORTUNITIES**

1. Placement cell needs efforts to encourage placement of the students.
2. There is greater scope for introduction of interdisciplinary course and short term courses.
3. Further improvement in use of software and ICT based teaching and learning for all students.
4. Scope for Involvement of alumni and stakeholders,
5. Scope for efficient use of campus infrastructure.
6. Regular publication of in-house research journal.
7. Initiation for consultancy services.

8. Formal feedback from the stakeholders needs to be collected and analysed.
9. College has to subscribe to INFLIBNET and EduSat .
10. Extension of activities of Women cell to the neighbourhood.
11. Complete computerisation of administration, finances and library.

## **THREATS**

1. Limited infrastructure
2. Limited academic programmes.
3. Reduction in strength due to growth of institutions in the surrounding areas.

## Annexure -- VI

**The Cuncolim Educational Society's  
C.E.S COLLEGE OF ARTS AND COMMERCE, CUNCOLIM,  
SALCETE, GOA – 403 703  
Institutional Plan for the Academic Year 2014-15  
(Tentative Activity Plan)**

The Institutional Plan of the College depicts the Vision, Mission and Objectives set by the College

### I. Admissions for Arts and Commerce Undergraduate Programme

1. Admission for F.Y. B.A. / B.Com begins from the date of declaration of H.S.S.C. Goa Board Exam Results (Last Date 14<sup>th</sup> July 2014)
2. Admission for S.Y. and T.Y. B.A. / B.Com begins from the date of declaration of results of Semester II and IV

### II. Academic Programme for the Year 2014-15

As per Goa University Circular. No.: 1/101/11-ACAD-1/2014/4220 dated 10/01/2014 The Academic Terms for the year 2014-15 are as follows:

FIRST SEMESTER / TERM				
Sr. No.	Programme	Commencement	Term End	Commencement of Examination
1.	B.A. / B.Sc. B.Com. / B.F.S / B.S.W. / B.C.A. / BFS / BBS	16/06/2014	01/11/2014	13/10/2014

SECOND SEMESTER / TERM			VACATION BREAK		
Commencement	Term End	Commencement of Examination	Type of Vacation Break	From	To
24/11/2014	02/05/2015	01/04/2015	Chaturthi	28/08/2014	03/9/2014
			Winter	03/11/2014	23/11/2014
			Christmas	24/12/2014	01/01/2015
			Summer	04/05/2015	14/06/2015

### III. EXAMINATIONS

Intra Semester Assessment and Semester End Examinations for each Semester are conducted as per the Goa University Ordinance and the Examination Schedule provided by the Goa University.

#### IV. Institutional Activity Plan

1. Inauguration of the Academic Year on 16<sup>th</sup> June 2014;
2. Celebration of Independence Day, Gandhi Jayanti and Founders Day, Goa liberation Day and Republic Day;
3. Election of Students Council and Goa University Class Representative and Faculty Representative (third week of July);
4. Inauguration of Students Council, N.S.S. Unit, Sports Unit (9<sup>th</sup> August 2014);
5. Teachers Day Celebrations ( 05/09/2014);
6. State level Seminar (Interdepartmental) during the first term;
7. All Goa Kavi Sammelan (18<sup>th</sup> January 2015);
8. National level Seminar during the second term.

#### V. The Annual Activity Plan of the Departments in addition to the activities enlisted in the Prospectus

##### 1) Department of English

Sr.No	Activity	Tentative date
1	A workshop for Commerce students on 'Social Networking in Business'	First Term
2	An Interclass Spelling Competition	Second Term

##### 2) Department of Hindi

Sr.No	Activity	Tentative date
1	Workshop on News writing	First Term
2	An Essay Competition	Second Term
3	Competition on Translation of Short Stories	Second Term
4	Guest Lecture	Second Term

##### 3) Department of Konkani

Sr.No	Activity	Tentative date
1	Workshop on Creative Writing	First Term
2	A Discussion on Art Movies	First Term
3	An Interaction Programme with Konkani Writers	First Term
4	An Interclass Competition on Poetry, Story Telling and Writing	Second Term
5	A Talk on Opinion Poll	Second Term

##### 4) Department of Geography

Sr.No	Activity	Tentative date
1.	A Demographical Survey of Ward no.4 of Cuncolim Municipality	First Term
2.	An Interclass Essay Competition on 'Global Warming'	First Term
3.	A visit to 'Sanjeevani' Sugar Factory	First Term
4.	A study Tour to 'South India' and surrounding places	Second Term

5.	Quiz Competition on 'Conservation of Resources'	Second Term
6.	Guest Lecture	Second Term

**5) Department of Political Science**

Sr.No	Activity	Tentative date
1	A survey on Popularity of Government Schemes in Ward no.9 of Cuncolim Municipality	First Term
2	Quiz Competition	First Term
3	Guest Lecture	First Term
4	State Level Workshop / Seminar.	Second Term
5	Study Tour	Second Term

**6) Department of Economics**

Sr.No	Activity	Tentative date
1	Book reviews and Article reviews (for T.Y.B.A/B.COM)	First Term
2	Documentation competition (S.Y.B.COM/S.Y.B.A.)	First Term
3	Essay Writing Competition	First Term
4.	Quiz and Debate Competition	Second Term
5.	Poster competition	Second Term
6.	Seminar/ workshop for students	Second Term
7.	A talk on Career guidance	Second Term
8.	Study Tour	Second Term

**7) Department of Sociology**

Sr.No	Activity	Tentative date
1	Talk on 'Career in Sociology'	First Term
2	Workshop on 'Women and Law'	Second Term
3	Essay Writing on 'Social Issues in Goa'	Second Term

**8) Department of Commerce**

Sr.No	Activity	Tentative date
1	A project on survey of traders in Municipality areas	First Term
2	A State Level Workshop	First Term
3	A State level Seminar	First Term
4	Inter class activities	First Term
5.	An Industrial Visit	Second Term
6.	Guest Lecture	Second Term
7.	Talk on Career Guidance	Second Term

**VI. INTERDEPARTMENTAL ACTIVITIES**

- i. Interdepartmental activities are conducted as per the need.
- ii. Study tours / Field trips
- iii. Competitions

**VII. ACTIVITIES ORGANISED BY THE COMMITTEES / CELLS/ASSOCIATION OF THE COLLEGE**

**1. STUDENTS ELECTION COMMITTEE:**

**Conducts the election in the month of July to the students council of the college as well as conducts election for the post of UCR and UFR in accordance with Goa University statute .**

**2. STUDENTS COUNCIL / CO-CURRICULAR ACTIVITY**

- i. Conducts activities to sharpen the talents of students in cultural activities;
- ii. Interclass and intercollegiate competitions;
- iii. Organizes Workshop for Students ;
- iv. Conducts cultural activities and College week;
- v. Prize distribution and Annual social gathering.

**3. SPORTS COUNCIL**

- i. Nominates Members on the sports council and the Sports secretary in July,
- ii. Conducts the Interclass and intercollegiate sports activities,
- iii. Deputes sportsman in events organized at the University/ state/national level,
- iv. Organizes Annual Sports Day at the College.

**4. N.S.S. UNIT**

- i. Enrollment of volunteers, nomination of N.S.S. Secretary and leaders and plan of activities for the academic year in July.
- ii. Inauguration of unit, orientation of new volunteers as per the direction of Goa University N.S.S. Unit and Sports, Youth and Welfare department, Government of Goa in July/August.
- iii. Volunteering the celebration of National Days, significant days and college activities.
- iv. Extension activities in accordance with the Annual Plan and theme of Goa University Unit.
- v. Deputes the N.S.S. volunteers for state and national events.

**5. PARENTS – TEACHERS ASSOCIATION**

- i. This Association functions as per the rules and regulations stated in the constitution of P.T.A. of the college.
- ii. Conducts two meetings in an academic year.
- iii. Organizes felicitation of selected alumni achievers of the college.
- iv. BOOK BANK facility is provided to the students by the P.T.A.

**6. WOMAN CELL**

It conducts meetings of the members twice a year. It organizes gender sensitive activities.

**7. VISUNDHARA NATURE CLUB COMMITTEE**

- i. It enrolls the members, nominates secretary and the group leaders in July .
- ii. The club organizes hike and ‘Vanmahostava’
- iii. Organizes intercollegiate competitions for students.

**8. PERSONALITY DEVELOPMENT SCHOOL**

Organises Personality / Skill development activities / Programmes/ workshops for the students.

In addition to the above mentioned activities the Departments / Committees / Cells of the College organizes several activities and programmes as directed / required by the University/Government and non-government institutions related to emerging issues.