

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

AQAR for the year (for example 2013-14)

2016-17

I. Details of the Institution

1.1 Name of the Institution

NARAYAN ZANTYE COLLEGE OF COMMERCE

1.2 Address Line 1

VATHADEV, SARVAN

Address Line 2

POST INDUSTRIAL ESTATE

City/Town

BICHOLIM-GOA.

State

GOA

Pin Code

403529

Institution e-mail address

zantyeedu@rediffmail.com

Contact Nos.

0832-2361377
0832-2363769

Name of the Head of the Institution:

SHRI RAJESH AMONKAR

Tel. No. with STD Code:

0832-2361377

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID(For ex. MHC0GN 18879)

OR

1.4 NAAC Executive Committee No. & Date:
*(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)*

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.76	August, 2015	5 YEARS
2	2 nd Cycle				

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

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 (2015-2016)

(19/09/2017)

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 UGC 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 (Phy Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

POST GRADUATE : M.COM
RESEARCH CENTRE IN COMMERCE

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 type="text" value="--"/>		
University with Potential for Excellence	<input type="text" value="--"/>	UGC-CPE	<input type="text" value="--"/>
DST Star Scheme	<input type="text" value="--"/>	UGC-CE	<input type="text" value="--"/>
UGC-Special Assistance Programme	<input type="text" value="--"/>	DST-FIST	<input type="text" value="--"/>
UGC-Innovative PG programmes	<input type="text" value="--"/>	Any other (<i>Specify</i>)	<input type="text" value="--"/>
UGC-COP Programmes	<input type="text" value="--"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="07"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="Nil"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="14"/>
2.10 No. of IQAC meetings held	<input type="text" value="02"/>
2.11 No. of meetings with various stakeholders:	Faculty <input type="text" value="07"/>
	Non-Teaching Staff <input type="text" value="02"/> Students <input type="text" value="02"/> Alumni <input type="text" value="03"/> Others <input type="text" value="02"/> <input type="text"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="text"/> No <input checked="" type="checkbox"/>
If yes, mention the amount for 5 years (2012-2017)	<input type="text"/>

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

1. Managing Stress and Restoring Inner Calm
2. Accessing E-resources through N-List Program
3. Filling of Self Appraisal forms under CBCS
4. Online feedback of Teachers Evaluation
5. State Level Seminar on “Research Ethics- Significant and Essential Ingredient of Every Research” & All Goa PG Level Research Paper Competition “Anusandhaan”

2.14 Significant Activities and contributions made by IQAC

Conducted Programme for Teaching Staff
 Scrutiny of Application of Teachers recruitment
 Implementation of Teachers Diary
 Implementation of Academic Year Calendar for students
 Teaching plans collected from Teachers
 Publication of college Newsletter Pratibimb A Reflection
 Gyangrant of PG Department
 E-Journal of PG Department
 In House Research Journal with ISSN No.2454-6526

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
To organise and participate in Curricular, Co-Curricular and Extra – Curricular Activities	100%
<u>Plan of Action</u> June 2016: <ol style="list-style-type: none"> 1. Installation of Rotaract Club 2. NSS Orientation Programme for First year students 3. Yoga awareness programme 4. Celebration of International Yoga day 5. Library Orientation programme July 2016: <ol style="list-style-type: none"> 1. CA-CPT Orientation 2. Orientation on “Project Work” for T.Y.B.Com students 3. Wallpaper competition on “Population Explosion and its Consequences” 	

4. Inauguration of NSS
5. Inauguration of Zantye College Nature Club
6. Tree plantation programme by NSS
7. Participation of students in the poster competition on the topic "Euthanasia 2016"
8. Interclass Badminton, Chess and Table Tennis tournament
9. Students participated in Intercollegiate Football, Table Tennis and Chess Tournament
10. Organising fresher's party for M.Com new batch
11. Field visit to Central Library, Panaji by M.Com students

August 2016

1. Talk on RBI's Monetary Policy
2. Workshop on Acting
3. Poster competition on "Azaadi 70-Yaad Karo Kurbani"
4. Field Trip to Pali waterfall organised by Nature Club
5. Photography competition on "Nature"
6. Inauguration of Students' Council
7. Inter Higher Secondary Patriotic Group Singing Competition
8. Interclass patriotic group dance competition
9. Inauguration of Wallpaper
10. Inauguration of Consumer Welfare Cell
11. Awareness Camp on topic "Legal Service to the Victims of Drug Abuse and Eradication of Drug Menace, Scheme 2015"
12. Inauguration of Entrepreneurship Development Cell
13. Workshop on "Entrepreneurship Development" in collaboration with CIBA (Centre for Incubation and Business Acceleration), Assagao, Bardez, Goa
6. Inauguration of Left Handers Club
14. Orientation Programme for students on Communication, Interpersonal skill and Interview skill
15. Field Trip for T.Y.B.Com students to CIBA
16. Interclass Accounting Quiz Competition
17. Personality Development Workshop
18. Celebration of Independence day
19. Participation of NSS students on Landslide Workshop
20. Celebration of National Sports day
21. Annual General Body meeting for PTA was organised
22. Celebration of Library Day & distribution of books under Book Bank
23. Interclass Football tournament
24. Organised Master Chef competition for PG students
25. Organised Hike by P.G department

September 2016

1. Essay writing competition on "My Idea of Peaceful India"
2. Interclass Ghumat Aarti Competition
3. Interclass Eco friendly Makar Making Competition
4. 5 days Youth Entrepreneurship Development Workshop
5. Participation of NSS students in Digital India Workshop
6. Talk on "Voters Awareness"
7. Plastic Collection and PET Bottle Drive conducted by NSS students
8. Temple cleaning project

<p>9. Poster Competition on “Voters Awareness of Voting Right & Importance of Voting”</p> <p>10. Road safety programme</p> <p>11. Interclass Kabaddi tournament</p> <p>12. Organised photography workshop</p> <p><u>October 2016</u></p> <p>1. Swatch Bharat Abhiyan held by NSS students by cleaning college premise</p> <p>2. Saraswati Poojan was performed</p> <p>3. Distribution of free Jio Sim Cards to promote Digital India campaign</p> <p>4. Essay writing competition on “Character and Contribution of Sardar Patel”</p> <p>5. FDP programme on “Managing Stress and Restoring Inner Calm”</p> <p><u>November 2016</u></p> <p>1. Computer certificate course on “Tally ERP(9)</p> <p>2. NSS special Camp for 7 days</p> <p>3. 10 days Rajasthan tours for M.Com students</p> <p><u>December 2016</u></p> <p>1. Participation of students as volunteers in Art and Literary Festival</p> <p>2. Celebration of FUN WEEK</p> <p>3. Annual Cultural Feast & Social gathering “EQUINOX”</p> <p>4. Celebration of Goa Liberation day</p> <p>5. Launching user friendly website “Girls Gotta Know” for girls by Women Development Cell</p> <p>6. Organized Marathi one act play “Tumch Aamch same asatt”</p> <p>7. FDP on “Accessing e-Resources through N-List Program”</p> <p>8. Scholarship Distribution programme</p> <p>9. Umbrella painting and ship designing competition for students</p> <p><u>January 2017</u></p> <p>1. Organising Rangoli Competition on “Role of Youth in Nation Building”</p> <p>2. Celebration of National Voters day</p> <p>3. Celebration of Republic day</p> <p>4. Bridge course in English “Tongue Twisting” was organised</p> <p>5. Annual sports meet</p> <p>6. Library conducted General Knowledge written test</p> <p>7. Bridge course in Mathematics titled “MATHEMATICAL CURRENT” was organised</p> <p>8. Essay writing competition on “Role of Education in Changing Society’s Perspective Towards Women”</p> <p>9. Poster making competition on “Contemporary Women”</p> <p>10. Orientation on MBA programme for T.Y.B.Com students</p> <p>11. Voters’ maximization awareness programme</p> <p>12. Eye check-up camp</p> <p>13. “Hand Wash” programme in association with Rotaract Club</p> <p>14. Self Defence Programme</p>	
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February 2017

1. Talk on “Women Empowerment”
2. Seminar by National Stock Exchange (NSE) academy on career opportunities in Financial Markets
3. Annual Prize Distribution Ceremony
4. Farewell of T.Y.B.com students
5. Seminar on “Union Budget” for students
6. Talk on “Job Opportunities and Prospects in Banking”
7. Organized Rangoli Workshop
8. Say NO to Plastic
9. Donated stationery items to the special children of Keshav Seva Sadhana School
10. Organised Book Exhibition
11. Short term Certificate course on “Practical Application of SPSS in Social Science Research” conducted by M.Com dept.
12. Short term Certificate course on “Practical Application of E-views and Gretl in Econometric Modelling” by M.Com dept.
13. Short term certificate course on “Introduction to Kaizen, 5S & Management Techniques” by M.Com dept.

March 2017

1. Food Bazaar
2. Canteen Mela
3. Talk on “MBA Programme”
4. Workshop on e-banking for students
5. Banking Coaching Classes
6. Celebration of Women Day
7. Workshop on “DIGIFEST” to spread awareness of the use and pros of technology
8. Short term certificate course on “Introduction to TQM, VSM and Non-Verbal Communication Skills” conducted by M.Com dept.
9. Short term certificate course on “Introduction to Six Sigma, Commercial Knowledge and Goal Setting” by M.Com Dept.
10. State Level Seminar on “Research Ethics- Significant and Essential Ingredient of Every Research”
11. All Goa PG Level Research Paper Competition “Anusandhaan”

April 2017

1. FDP on “Mobile Banking”
2. FDP on “Filling of Self Appraisal Forms Under PBAS
3. Summer coaching camp organised by sports department

May 2017

1. FDP on “Online Feedback of Teachers Evaluation”

<p>Achievement of Students</p> <ol style="list-style-type: none"> 1. Four students passed CMA Foundation Course 2. Won silver medal at the best physique competition conducted by Goa University 3. Ex student passed CMA Final 4. Students attended National Youth Convention camp at Rohtak, Haryana 5. Men team won intercollegiate Kabaddi tournament conducted by Goa University 6. PG students won 5 trophies in sub-events of state level intercollegiate event PASSONIC 2K16. 7. Indira Gandhi National Award for best NSS volunteer for year 2015-16 received in 2017 at the hands of President Shri Pranab Mukherjee 8. State level Tower Run competition organized by CII, Goa Chapter 	
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** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes No
Management Syndicate Any other body

Provide the details of the action taken

AQAR was uploaded on the college website for Faculty, students and General Public.
AQAR was used for Planning activities for Academic Year 2017-18.

Criterion – I

I. 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	1	0	1	0
PG	1	0	1	0
UG	1	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	3	0	3	3
Others	2	0	2	2
Total	8	0	7	5
Interdisciplinary	3	0	3	3
Innovative	1	0	1	1

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	2
Trimester	0
Annual	2

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

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

**Please provide an analysis of the feedback in the Annexure*

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

Dr. K.G Sankaranarayanan, Associate Professor is a member of Academic Council of Goa University for the term 2016-17 & 2017-18. Revision/Updates done by BOS at University

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
20	11	09	--	--

2.2 No. of permanent faculty with Ph.D.

02

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
3	1	--	--	--	--	--	--	--	--

2.4 No. of Guest and Visiting faculty and Temporary faculty

Counsellor - 01

Lecture Basis - 08

Contract Basis - 12

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	--	02	13
Presented papers	04	11	--
Resource Persons	06	--	--

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

- | |
|--|
| <ol style="list-style-type: none"> 1. WiFi Connectivity on Campus 2. INFLIBNET (e-books & e-journals) 3. Language Laboratory 4. Resources from NDL (National Digital Library) 5. Membership of IndiaStat 6. Open Access Resources 7. Computer Laboratories 8. Open Source Software |
|--|

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

180

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

- | |
|---|
| <ul style="list-style-type: none"> Assignment - Collection & Evaluation through e-mail Case Studies Market Survey / field reports Group discussions Open book test Surprise test Wall Papers Power Point presentations Making of Video Clips Interview sessions |
|---|

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

01	01	02
----	----	----

2.10 Average percentage of attendance of students

89.04%

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.Com	166	06	28	65	30	77.71%
M.Com	38	01	22	15	--	100%

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

- Preparation of Teaching plans by individual teachers
- Counseling of students during orientation
- Student evaluation
- Exam Orientation
- Exams and assessment
- Open day for parents/ guardians
- Use of ICT facilities
- Teacher's diary
- Faculty Development Programmes
- Uploading results on Website
- Online student feedback
- Counseling of students during admission
- Exam Orientation

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	00
HRD Programmes	01
Orientation Programmes	00
Faculty exchange Programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	16
Others-1. Faculty Enrichment Programme 2. Orientation for new recruits	08 --

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	14	02	NIL	02
Technical Staff	NIL	NIL	NIL	01

Criterion – III

3. Research, Consultancy and Extension

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

- Conducted workshop cum FDP on ‘Managing Stress and Restoring Inner Calm’.
- Workshop cum FDP on ‘Accessing e-Resources through N-List.
- Teacher were requested to present paper, publish Research papers in reputed Journals.
- Teachers were requested to apply for UGC or State Govt. Study Leave available for Research work.

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	NIL	01	UGC	--
Outlay in Rs. Lakhs	NIL	1 Lakh	--	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	10	03	--
Non-Peer Review Journals	--	01	--
e-Journals	10	01	--
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	NIL	NIL	NIL	NIL
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL
Students research projects <i>(other than compulsory by the University)</i>	NIL	NIL	NIL	NIL
Any other(Specify)	NIL	NIL	NIL	NIL
Total	NIL	NIL	NIL	NIL

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: **Not Applicable**

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		--	18
Sponsoring agencies	--	Zantye College		--	Zantye College

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	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

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

Total	International	National	State	University	Dist	College
01	NIL	NIL	01	NIL	NIL	NIL

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

01
07

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

NIL

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

JRF

NIL

 SRF

NIL

 Project Fellows

NIL

 Any other

NIL

3.21 No. of students Participated in NSS events:

University level	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>11</td> </tr> </table>	11	State level	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>NIL</td> </tr> </table>	NIL
11					
NIL					
National level	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>01</td> </tr> </table>	01	International level	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>NIL</td> </tr> </table>	NIL
01					
NIL					

3.22 No. of students participated in NCC events:

University level	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>NIL</td> </tr> </table>	NIL	State level	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>NIL</td> </tr> </table>	NIL
NIL					
NIL					
National level	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>02</td> </tr> </table>	02	International level	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>NIL</td> </tr> </table>	NIL
02					
NIL					

3.23 No. of Awards won in NSS:

University level	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>NIL</td> </tr> </table>	NIL	State level	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>NIL</td> </tr> </table>	NIL
NIL					
NIL					
National level	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>01</td> </tr> </table>	01	International level	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>NIL</td> </tr> </table>	NIL
01					
NIL					

3.24 No. of Awards won in NCC:

University level	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>NIL</td> </tr> </table>	NIL	State level	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>NIL</td> </tr> </table>	NIL
NIL					
NIL					
National level	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>NIL</td> </tr> </table>	NIL	International level	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>NIL</td> </tr> </table>	NIL
NIL					
NIL					

3.25 No. of Extension activities organized

University forum	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>NIL</td> </tr> </table>	NIL	College forum	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>57</td> </tr> </table>	57			
NIL								
57								
NCC	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>NIL</td> </tr> </table>	NIL	NSS	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>20</td> </tr> </table>	20	Any other	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>02</td> </tr> </table>	02
NIL								
20								
02								

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

1. Blood Donation Camp
2. NSS Special Camp
3. Equinox – Inter-Collegiate and Inter-Class Cultural Events
4. Swatch Bharat Mission
5. Plastic Collection Drive
6. Tree Plantation
7. Workshop such on Yoga, Acting, Personality Development, Entrepreneurship Development, Rangoli
8. Inter-Collegiate Sports Events
9. Talks on Topics related to Commerce, Economics, Accountancy, English, Law, Library Science
10. Courses such as Banking, Tongue Twisting, E-filing of Tax Returns, Vedic Mathematics, Blogging, E-Banking etc.
11. Wall papers such as Economica, Mathematica, Panorama, Informatica etc.
12. Quiz Competition/Paper Presentation in subjects like Accounting, English, Economics, Mathematics, Library Science etc.
13. Environmental Field Trip of students
14. Faculty Development Programme for Teaching and Non-Teaching Staff.
15. Short Term Certificate Courses such as Tally ERP(9) Practical Application of SPSS, E-views and Gretl, Kaizan, TQM, VSM, Six-Sigma, etc.
16. Felicitation of Meritorious students passing CA-CPT, ICMA-FC and Final Exam
17. Industrial visits and tours to Rajasthan.
18. Scholarships and Freeships to students
19. Programs related to Women Empowerment.
20. CEO Series of Dept. of Post Graduation.
21. PG Level Research Paper Competition ‘Anusandhan’.
22. State Level Seminar.
23. Publications such as Newsletter Pratibimb – A Reflection, College Magazine, Newsletter Gyanganth and College Journals.
24. International, National and State Days Celebration.

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	20000 Sq mts	-----	-----	20000 Sq. mts.
Class rooms	13	-----	-----	13
Laboratories	03	-----	-----	03
Seminar Halls	01	-----	-----	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	37	-----	.	37
Value of the equipment purchased during the year (Rs. in Lakhs)	618098	10750 <u>61288</u> 7,2038	M.Com Self Financing Course Non Salary Grants	6,90,136
Others (Furniture & Fixtures)	1841881	6000 <u>5650</u> 11650	Non Salary Grants Fund Management Investment	1853531

4.2 Computerization of administration and library

Libraries housekeeping operations are carried out through NewGenlib Library Management Software
E-Library facility with 15 computers having internet Broadband facility

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	9071	18,50,120	405	1,52,459	9476	20,02,579
Reference Books	3571	9,76,284	34	28,998	3605	10,05,282
e-Books (N-List)	31,35,000+ (N-LIST)	-----	-----	-----	31,35,000 (N-LIST)	-----
Journals	52	88035	06	10775	58	98,810
e-Journals (N-List)	6000+ (N-LIST) 09 – Subscribed (Print+Online)	-----	-----	-----	-----	-----
Digital Database	01 (N-LIST)	5750	01 (Indiastat)	63,696	02	69446
CD & Videos	286	-----	16	-----	-----	302
Others (Specify)						
Magazines	22	27,406	----	----	22	28594
Newspaper Titles	15					25139

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres (e Library)	Computer Centres (Research Course)	Office	Departments (Staff)	Others (IQAC Cell)
Existing	67	35	Entire Campus is Wifi Enabled	20	05	05	01	01
Added	-----	-----		----	----	----	----	----
Total	67	35		20	05	05	01	01

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

01. Wi-Fi facility is provided to students and staff in the entire campus a 8MBPS
02. The Librarian of the college created awareness among the students and faculty members about the
a) Availability of e-resources through N-LIST programme by UGC Infflibnet centre.
b) Resources available through National Digital Library of India.
c) Online Courses & resources through NPTEL & Swayam.
d) Accessing of subscribed database Indiastat.

4.6 Amount spent on maintenance in lakhs :

i) ICT	67740
ii) Campus Infrastructure and facilities	3983
iii) Equipments	51694
iv) Others	63000
Total :	186417

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- 1) Regular notices on Student Scholarship, Election, Seminars & Sports etc.
- 2) Orientation to F.Y.B.Com Students (Library/NSS/Sports)
- 3) Continuous class Mentoring to the student.
- 4) Career Counselling at the time of admission
- 5) Winter Placement for the student

5.2 Efforts made by the institution for tracking the progression

Alumni Management Meeting twice a year

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
531	70	06	--

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

	Men		Women	Women	
	No	%		No	%
	250	41.19%		357	58.81%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
417	10	26	142	01	596	408	10	22	165	02	607

Demand ratio:1.19:1

Dropout % : Negligible

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

Organised Banking Coaching Classes for the benefit of the students

No. of students beneficiaries

30

5.5 No. of students qualified in these examinations

NET	NIL	SET/SLET	NIL	GATE	NIL	CAT	NIL	CMA	05
IAS/IPS etc	NIL	State PSC	NIL	UPSC	NIL	Others	NIL	CPT	NIL

5.6 Details of student counselling and career guidance

- 1) Appointment of Counsellor for Counselling of student.
- 2) Appointment of class mentors & mentoring of Students
- 3) Organised Open Day to interact with parents & students.
- 4) Organised Personality Development Workshop.
- 5) Talk for student by Commshala – the banking academy.
- 6) Orientation on MBA Programme.

No. of students benefitted

531

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
01	---	--	09
12*	28	28	---

* Winter placement for B.Com students for a period of one month

5.8 Details of gender sensitization programmes

Launch of Website “Girls Gotta Know”
 Talk on Women Empowerment
 Women Day Celebration
 Talk on health & Women
 Essay & Poster Competition on “Role of Education in changing Society’s Perspective towards Women

5.9 Students Activities

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

State/ University level 224 National level 08 International level NIL

No. of students participated in cultural events

State/ University level 39 National level NIL International level NIL

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

Sports : State/ University level 02 National level NIL International level NIL

Cultural: State/ University level NIL National level NIL International level NIL

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	115	2,01,250
Financial support from government	32	3,50,082
Financial support from other sources	68	1,96,000
Number of students who received International/ National recognitions	01	

5.11 Student organised / initiatives

Fairs	: State/ University level	<input type="text" value="02"/>	National level	<input type="text" value="NIL"/>	International level	<input type="text" value="NIL"/>
Exhibition:	State/ University level	<input type="text" value="NIL"/>	National level	<input type="text" value="NIL"/>	International level	<input type="text" value="NIL"/>

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: NIL

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISSION : To be the centre of best quality education and research

MISSION: We at Zantye college are committed to impart and innovate education, direct our inputs into productive outputs and to develop socially responsible citizens for our

6.2 Does the Institution has a management Information System

- Yes
- Library management system (New Gen Lib),
- Examination Software to prepare result, individual marksheets and various reports
- Tally Accounting package for preparing vouchers and final accounts

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

6.3.1 Curriculum Development

1. Faculty members are on the Board of studies in their respective subjects and make contributions to changes in syllabi for the undergraduate courses and PG courses.
2. Workshops are also attended by the faculty members to contribute and express their views and opinions
3. Feedback from industry, students, faculty , parents , beneficiaries and society

6.3.2 Teaching and Learning

- Laptop with Wifi connectivity on campus
- Use of audio visual tools
- Commerce /communication laboratory
- A computerised library
- ICT based teaching
- Campus is wifi enabled
- Expert speakers are invited
- Conducting bridge courses
- Internship in summer and winter vacation
- E-library facilities for accessing e-resources

6.3.3 Examination and Evaluation

The college has adopted two components of evaluation

- 1) Intra semester assessment (ISA) 20% and
- 2) Semester end examinations (SEE) 80%

The examination committee is appointed to conduct the examination, preparation of Results, providing feedback to parents about performance of students.

The post graduate course i.e M.COM has adopted the Choice Based Credit System (CBCS).

6.3.4 Research and Development

- Organisation of seminars/ workshops/ symposia
- Participation in workshops/ seminars/ symposia and conference
- Presentation/ publication of research papers and conference proceeding
- Minor research projects undertaken by faculty members
- In-house research journal Zantye's International Journal of Commerce and Management with ISSN Number 24546526
- Faculty members are the members on editorial board and review board of different international Journals

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library provides e-library, book bank facilities
- Bar code reader
- Display TV
- 6 KVA UPS with batteries for B.Com Computer Lab

6.3.6 Human Resource Management

- Personal counselling and guidance
- Trekking
- Talks and seminars on various issues
- Refresher course, Orientation programme are attended by teachers
- Study tour (Rajasthan) for M.Com faculty members and students
- Planning the conduct of activities and programmes for student and staff
- Open Day to inform about academic performance of students to their parents

6.3.7 Faculty and Staff recruitment

As per the rules of UGC/DHE/ Statutes of Goa University

6.3.8 Industry Interaction / Collaboration

- CEO series are organised for M. Com students where top management are invited to interact with students
- Industrial visit at CIBA, Assagao for B.Com students
- Inclusion of Industry Expert as a member in IQAC
- Winter training and winter placement

6.3.9 Admission of Students

Admission to various courses is done through a transparent mechanism complying with the norms laid down by DHE (Directorate of higher education), Govt of Goa and the Goa University and the UGC. This includes selection of candidates on merit, interviews etc. an admission committee coordinates the admission process. The college has provisions for scholarships and financial assistance for economically disadvantaged and other categories of students

6.4 Welfare schemes for

Teaching	Non teaching	Students
i) Staff welfare fund ii) LTC iii) Child care Leave iv) Insurance Scheme v) Maternity / Paternity leave vi) Study Leave vii) Medical reimbursement viii) Tuition fee reimbursement ix) Travelling Allowance	i) LTC ii) Child care Leave iii) Insurance Scheme iv) Maternity / Paternity leave v) Medical reimbursement vi) Tuition fee reimbursement vii) Travelling Allowance	i) Students Aids Fund ii) Freeship iii) Government Scholarships and other scholarships iv) Awards and Financial assistance v) Book Bank Scheme vi) Students co-operative store vii) Sanitary pad napkin vending and disposing machine

6.5 Total corpus fund generated

Rs. 8,36,269

6.6 Whether annual financial audit has been done Yes

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	--	Yes	Dept. Council
Administrative	Yes	State Govt.	Yes	Management

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?

College follows the pattern prescribed by Goa University

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

Goa University has formed Statute for Autonomy

6.11 Activities and support from the Alumni Association

- The Association meets periodically and are updated on the progress of the College.
- They also support college by raising of funds and academic interaction.
- Participating and donating blood during blood donation camp
- Installing scholarship and awards for students
- Sponsoring events and activities conducted by college

6.12 Activities and support from the Parent – Teacher Association

- Annual meetings with P.T.A. Executive Committee and one General Body Meeting
- Organization of fund raising events for college.
- Organization of activities eg. Eco-clean campus drive/Gardening/Sweeping/Security/ eye check up camp
- PTA scholarships / freeships

6.13 Development programmes for support staff

Assembly election training was attended by support staff

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

- Tree plantation drives, herbal plants, orchards, etc.
- Green, clean campus programme.
- Saving electricity by switching off the lights during interval time.
- Separating dry/wet wastes by keeping separate bins.
- Display of boards to keep the campus eco-friendly
- Displaying wallpapers by nature club
- Organizing talks on environmental issues
- Organizing photography competition on nature
- Installing sanitary pad vending and disposal machine

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.

- i) On the occasion of International Left Handers day, College inaugurated “LEFT HANDERS CLUB”.
- ii) Formation of Whatsapp group of Narayan Zantye College, Teaching Staff.
- iii) Access to free and subscribed online resources through web.
- iv) Membership of National Digital Library of India.
- v) Online Attendance of library visitors (students and faculties).
- vi) Access to Institutional Depository through web.
- vii) Installation of Rotaract Club of Narayan Zantye College of Commerce.
- viii) Library Online Newsletter
- ix) Mass SMS to parents to give general information regarding results, meetings etc
- x) Wall paper ‘Mathematica’ on Mathematics

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

Most of the activities were carried out according to the plan.

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

i) Social outreach programme.

Our college infrastructure and equipments are given to non-government organisations, social clubs, schools, higher secondaries and government departments to conduct various community development programs.

The woman development cell of college organised a talk on health and women for benefit of women in the village of Sarvan. Ms. Sulochana Pednekar was invited as a resource person who spoke about various health issues faced by women.

An awareness camp were organised in the subject ‘Legal services’ to the victims of drug abuse and eradication of drug menace scheme on 31st August, 2016 in association with Bicholim Taluka Legal Service Committee in college premises.

NSS Volunteers and Rotaractors of Narayan Zantye College of Commerce conducted hand washing programme to educate school students and to make them aware of the importance of hand-washing in day today life.

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

ii) **Mentoring and counselling for students**

Continuous mentoring and counselling for the students. During academic year periodic meetings are held with the students to discuss various matters relating to curricular, co-curricular and extra curricular progress of students.

College Open Day is organised to facilitate interaction between the parents and mentors of students on 21st January, 2017.

A part time Counsellor is appointed to assist the students in matters relating to their psychological adjustments.

Mentoring and counselling committee appointed a mentor and assistant mentor for each of classes.

7.4 Contribution to environmental awareness / protection

- **Tree Plantation programme.**
- **Temple Cleaning Project.**
- **Plastic Collection Drive**
- **Paper Bag Project**
- **Swatch Bharat Abhiyan**
- **Field Trip at Pali Waterfall, Thane, Valpoi Goa.**
- **Installed Sanitary Pads Napkin Vending and Disposing Machine.**
- **Wall papers on nature**
- **Photography competition on nature by Green Audit Cell**

7.5 Whether environmental audit was conducted? Yes No

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

Strengths:

01. Well equipped and adequate number of classrooms with a total seating capacity for nearly 600 students
02. ICT enabled classrooms for enhancing the quality of teaching learning.
03. Well stocked computerized library with 1,60,000 plus Book in reading category and 31,35,000 plus e-books (NLIST) and 6,000 plus e-journals (NLIST), large number of magazines, national and international journals, periodicals, newspapers, etc.
04. Well furnished Computer Laboratory with Broadband connection (High speed optical cable, 4G Internet connection).
05. A large Seminar hall of 200 seating capacity and an open air auditorium which can accommodate 800 students.
06. A Post Graduate Centre offering M. Com. On self financing basis.
07. Coaching centre for CA-CPT and Foundation Course of ICMA.
08. Certificate courses in Computer Applications for students and members of society and also other skill based employment oriented courses are conducted by the College.
09. A number of schemes to provide financial assistance to the needy and deserving students.
10. Gymkhana hall with indoor Gym and games facilities for Badminton, Table tennis, Indoor games, etc.
11. A committed forward looking and supportive Management.
12. Well qualified , experienced and dedicated teaching and Non-teaching staff.
13. A vibrant and active P.T.A. and Alumni Association.
14. A socially motivated N.S.S. Unit.
15. Community Development Cell.
16. Entrepreneurship Development Cell.
17. Women Development Cell.
18. Virtual Learning facilities.
19. Focus on overall personality development of the students.
20. Research Centre for PhD
21. E Library facility for students and faculty

Weakness:

01. The infrastructure available to undertake sports facilities needs up gradation.
02. Students experience difficulty in communicating in English.
03. Facilities available at the Research Centre needs modernisation.
04. Lack of key employable skills among the students.

Opportunities:

01. Improving sports facilities
- ii) Consultancy and extension services
- iii) Research and publications.

Threats:

01. There are two government Colleges within a radius of 7 km, which offer commerce related graduate and post graduate programs.. These programs being aided by the government are in direct competition with the existing self – financing course offered by our College.
02. Majority students belong to economically weaker sections of society and are first generation learners.
03. Lack of financial support from the government to start grant-in-aid programs.
04. Entry of satellite centres of leading educational institutions from India or abroad.
05. After XIIth, there are many institutions offering different courses like hospitality management, hotel Management, BBA, LLB and other courses. This may be a challenge in future.

8.Plans of institution for next year

- 1) To hold Seminars/ Conferences/ Workshops.
- 2) To undertake field trips and study tours.
- 3) To encourage faculty to present and publish research papers.
- 4) To motivate staff to participate in Seminars/ Workshops/ Conferences.
- 5) To undertake social outreach programs.
- 6) To strengthen linkages with industry and Educational institutions.
- 7) To improve the quality of teaching learning by introducing ICT enabled learning.
- 8) To make PTA and ALUMNI more vibrant and effective.
- 9) To seek collaboration of NGOs and other social clubs in providing financial assistance to the needy and deserving students.
- 10) To motivate students to take admission for other courses like ICMA , CA- CPT.
- 11) To make mentoring and counselling effective.
- 12) To introduce ICT in making library more user friendly.
- 13) To conduct programmes for creating awareness on environment pollution..
- 14) To organise workshops and training for the enrichment of non-teaching staff.
- 15) To organise co-curricular, extra-curricular and sports activities for the benefit of students.
- 16) To invite eminent speakers to deliver lectures on various areas.

Name:Shri. BipinBandekar

Name:Shri. Rajesh Amonkar

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
CPT	-	Common Proficiency Test
CMA	-	Cost and Management Accounting
