



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

ZANTYE BROTHERS EDUCATIONAL FOUNDATION'S NARAYAN ZANTYE COLLEGE OF COMMERCE

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Narayan Zantye College of Commerce was established in 1994 by Zantye Brothers Educational Foundation, Bicholim – Goa and completed 27 years of dedicated service to the society in the field of higher education and is one of the leading institution in Bicholim Taluka. Narayan Zantye College has consolidated its position in the field of higher education in Goa through its consistent academic and other performances. College endeavours to give best training and knowledge in higher education in the field of Commerce and Information Technology.

The College is affiliated to Goa University and conducts regular B.Com with specialization in Financial Accounting / Costing / Business Management and M.Com. Programme (self financed) affiliated to Goa University. Our college got affiliation of Goa University for Research Centre (Ph.D.) in Commerce from the academic year 2012-13. In 2019 our research centre became a part of cluster research centre vide MoU with Sant Sohrobanath Ambiyee, Government college of Arts and Commerce, Virnoda Pernem – Goa. Our College also conducts professional courses like CMA (Foundation course) and CA (Foundation course). These courses enable the students to carve their careers in business, industry and other different allied professions.

The College campus is spread over an area of 5 acres with spacious classrooms, Library facility, E-Library, Gymkhana, Indoor Hall, Open air Auditorium, Computer Laboratory, Canteen, Seminar Hall, etc. Above all, there are well qualified and dedicated teachers who ensure that quality education and training is imparted in the most holistic manner to our students. Values are promoted among the students through NSS, NCC, sports, cultural and extension activities. The alumni of this college have scaled greater heights in different fields. They are spread across in various professions spanning Chartered Accountants, Cost Accountants, Bank Managers, Lawyers, Teachers, Executives, Government officials and successful entrepreneurs. It has also stepped up in terms of students' strength, quality of output and results and also in making our institution a centre-stage for community development.

Vision

“To be the centre of Best Quality Education and Research”

Our Goals

- To attain academic excellence.
- To reduce rural-urban divide in educational dividend.
- To impart and innovate quality education.
- To provide modern ICT centered learning environment.
- To be a globally competitive educational institution.
- To promote inter-cultural scholarship and learning.

Mission

"We, at Zantye College, are committed to impart and innovate education, direct our inputs into

productive outputs and develop socially responsible citizens for our nation."

Our Objectives

- To provide best quality education to the students of Bicholim and surrounding area.
- To provide subsidized or free education to the students of the state of Goa
- To reduce the social inequality among students to reap the benefits of higher education
- To enhance the quality of education and learning environment.
- To enhance the quality of higher education by enabling information and Communication Technology (ICT) centered learning environment.
- To promote inter-cultural scholarships among the students
- To provide various soft skill programs for the community so as to enable the needy and marginalized people to earn a livelihood.
- To carve out the students as socially responsible citizens of our nation
- To improve the quality of communication skill of the students
- To impart additional skill-oriented programs as add-on courses
- To introduce new courses suiting the requirements of the market
- To make the students employable by equipping them with the necessary skills and expertise.
- To address the social deprivation of the rural and marginalized students and to facilitate them pursue higher education by providing freships /scholarships.
- To mitigate the hardships of the students belonging to SC/ST, OBC and other religious, regional and linguistic minorities and also the financially backward students.
- To promote industry-institutional linkage.
- To elevate the educational standard of the college to the global level.

OUR QUALITY POLICY

The college has developed the quality policy in tune with the vision and mission of the college and also to achieve the stated goals and objectives.

1. To design and develop need based courses for enriching the quality of students.
2. To create self-learning environment for the overall intellectual growth of students.
3. To provide opportunity for the students to learn beyond the spectrum of syllabi and to enrich themselves with additional knowledge.
4. To make students participate in social development, community oriented programmes and thereby develop them as socially responsible citizens.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Well equipped and adequate number of classrooms with a total seating capacity for nearly 600 students
- ICT enabled classrooms for enhancing the quality of teaching learning.
- Well stocked computerized library with 19,500 + Books in the text and reading categories besides

nearly 62 Journals and Magazines and 15 National and Daily Newspapers.

- E-Library facility to access online journals such as INFLIBNET (6,00,000 e-books under NDLI and online resources + e-journals and 1,99,500 + e-books).
- Well furnished Computer Laboratory with internet leased line connection
- A large Seminar hall with 200 seating capacity, a gymkhana hall with seating capacity of 600 students and an open air auditorium which can accommodate 800 students.
- Coaching centre for CMA and CA Foundation Course.
- Certificate courses in Computer Applications and skill based employment oriented courses for students and members of society
- Number of schemes to provide financial assistance to the needy and deserving students.
- Committed, forward looking and supportive Management.
- Highly qualified, well experienced and dedicated teaching staff.
- Vibrant and active P.T.A. and Alumni Association.
- Community services and extension activities in collaboration with State Government, NGOs, social clubs and local bodies.
- Focus on overall personality development of the students.
- E Library facility for students, faculty members and research scholars.
- Well equipped sports complex cum gymkhana hall with health club & indoor /outdoor sports facilities
- Virtual learning environment facilitating the students to learn from anywhere.
- Health & Hygiene facilities like water purifier, sanitary pad vending machines etc.
- Differently abled friendly campus with facilities like ramp, wheelchairs, rest room etc.

Institutional Weakness

- The infrastructure available to undertake sports facilities needs further up-gradation.
- Procuring financial resources for up-gradation of infrastructure and developmental projects is often a challenge, which results in either stalling or shelving development works in the college.
- Non availability of college bus for remote students.
- Academic schedule restricts the time to be devoted for additional co-curricular and extracurricular activities.
- Due to weak financial background students are reluctant to opt from opting for add-on short term certificate courses.
- Lack of key employable skills among the students.
- Limited consultancy and collaboration

Institutional Opportunity

- COVID-19 pandemic has given an opportunity to re-invent methods and modes of teaching. Students and teachers alike have innovated and adapted to new modes of engagement by training in online platforms like Google Meet and Google Classroom. Teaching-learning process has been enhanced and supplemented by quality e-resources like DISHTAVO and ERP software such as IAIMS.
- With continuing efforts to draw support from alumni who are placed in positions of authority in higher institutions and in prestigious organisations, there are many opportunities to start student fellowship and collaborative programmes.

- Scope for improving sports facilities.
- Consultancy and extension services.
- Research and publications.
- Further up-gradation of E-learning facility.

Institutional Challenge

- There are two government Colleges within a radius of 12 km, which offer commerce related under graduate and post graduate programs. These programs being aided by the government are in direct competition with the existing PG self – financing program offered by our College.
- Majority students are belong to economically weaker sections of the society and are first generation learners. Great efforts are required on the part of the teachers to make these students par excellence and nurture them to aspire for higher ambitions.
- Lack of financial support from the government to start additional grant-in-aid programs.
- After standard XII, there are many institutions offering different courses like hospitality management, hotel Management, BBA, LLB and other courses.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The curriculum of Goa University is adopted by Narayan Zantye college of commerce, being an affiliated institution. The curriculum is followed considering the Vision and Mission of the college. A faculty member represented on Board of Studies and the Academic Council of Goa University. During this tenure, the opinion of faculty members was communicated for the development and upgradation of the syllabi. Our college has introduced the Choice Based Credit System (CBCS) for all programmes in a phased manner as per the directives of University Grants Commission and Goa University. The students are also given the option of choosing courses from various disciplines and thus programmes results into an inter disciplinary nature. The institution also conducts various value added and certificate courses which supplements the prescribed curriculum and upgrade the student's knowledge and skills, helping them to stand ahead in the employment market. Our institution also provides the opportunities to the students for getting practical exposure for learning experiences through joyous environment by organizing study tours, field visits, etc. Students are also motivated to participate in various workshops, seminars, conferences and other events organized at the institution level as well as State, National and International levels. This helps to enlarge their intellectual boundaries, grow required capabilities, and create awareness among the students about the issues like human values, gender equality, ethical code and environmental protection.

Considering education as a two-way process, our institute has arrived at a feedback system through which information is collected from various stakeholders, analysed and acted upon for the improvement, development and smooth delivery of curriculum at higher education.

Teaching-learning and Evaluation

Our college being located in the rural area and therefore most of the students who are enrolled from rural background. We accept applications from students whole over the state and even from neighbouring states. The

admission procedure is carried out as per the guidelines of Directorate of Higher Education and Goa University. The students are enrolled on merit and as per reservation policy of Government of Goa.

We impart quality education through student-centric learning methods such as, Group Discussions, Internships, Educational field trips, Power-point presentations, Blogging, Case Studies, etc. The institution conducts special programmes for slow and advanced learners. The advanced learners are encouraged to join professional courses like Chartered Accountancy (foundation), Cost and Management Accountancy and the coaching for the same is provided in the college. They are encouraged to participate in the workshops, seminars and other co-curricular activities. Add on courses are conducted for the advanced learners. The college library provides book bank facility and scholar card facility to the advanced learners. Bridge courses in English and mathematics and courses like vedic mathematics are conducted for the slow learners. The mentors guide the students on their performance and absenteeism.

The faculties are well acquainted and developed to enhance the ability of the students by using various ICT enabled tools such as Videos, PowerPoint Presentations, Live Streaming of the Stock Market events, various softwares, etc.

The examinations are held as per the ordinances and guidelines of the Goa University. The university plans and formulates the examination schedule which is then followed by the college. The students are evaluated continuously through Internal Semester Assessment and the procedure of Semester End Examination grievances are followed as per the ordinances prescribed by the University.

The institution displays the course outcomes, programmes specific outcomes and programme outcomes on the college website for B.com and M.com programmes and all courses and the attainment of these outcomes is assessed through the students performance in internal and semester end examination. The results are discussed in the staff meetings.

Research, Innovations and Extension

The IQAC of the college invites eminent speakers to interact with faculty members and students on research related topics. The College has organized various National and state level seminars/conferences/workshops during the last five years. A number of faculty members have published research papers in UGC recognized/Care listed journals. Faculty members have also authored books over the last five years. The college organises All Goa PG Level Research Event “Anusandhaan” which provides a unique platform to enhance research skills in students.

Institution has created a mechanism for innovation, creation and transfer of knowledge during the last five years. Institution has Entrepreneurship Development cell which organises various certificate courses and workshops for enhancing entrepreneurial skills among students. Faculty members encourage students to participate in various academic and cultural events where platform for research orientation is made available to the students along with cultural activities. The college has signed various MOUs with various institution, industries, corporate houses etc. College provides career opportunities to the students through winter coaching and summer internship.

NCC unit, NSS unit, Rotaract club, Women’s Development cell and Green Audit cell of the college organise various activities, campaigns and drives which provide a platform for students to develop and explore and fulfil their social and communal responsibilities. The college has collaborations with various associations and clubs

to undertake extension activities and outreach programs which target environmental issues, health awareness, Swachh Bharat Abhiyan, blood donations camps, woman health issues, COVID relief etc. Over the years, the various units, clubs and cells of the college have witnessed a very positive response from students as they enthusiastically and actively participate in the various activities organized.

Infrastructure and Learning Resources

Narayan Zantye College of Commerce has of all the necessary infrastructure and physical facilities for conducting student centric teaching-learning activities. All the classrooms and computer laboratories are well equipped with a total of 101 computers/laptops and LCD projectors. Seminar hall of the college has large smart/ interactive screen in addition to LCD projector and sound system. The college campus is Wi-Fi enabled with 2 internet leased lines. The College has communication laboratory with the requisite facilities for audio/video recording of programmes and lectures. It is also used for broadcasting National anthem in the morning, making of announcements etc. on the public address system.

The College Library has rich collection of more than 19000 books in text and reference section with 346 educational CDs/DVDs. Library operates under Open Access System. Library is fully automated using NewGenLib (NGL Core Engine version 3.1.2 Discover) open source software. The Library subscribes to 44 peer reviewed national and international level journals indexed in Scopus and UGC-CARELIST. Similarly, it subscribes to 37 magazines & newspapers. The college was ranked 3rd among the top ten colleges in India for the usage of NLIST resources in March 2018. The college is registered with the NDLI (National Digital Library of India) vide regd. No. INGA00175 as NDLI Club.

The college has a well-equipped Gymkhana, Gymnasium/Fitness Centre and Sports Grounds for its sporting activities. For its cultural and academic activities, the College has a Seminar hall and a large open air auditorium. The indoor gymkhana hall is also used for cultural activities and as yoga centre as it can accommodate up to 600 students. The college also has common room for girl students, dedicated office rooms for the N.S.S. Unit, N.C.C unit, IQAC and Mentoring/Counselling Cell. The college has adequate clean water drinking facilities and 12 washrooms. An average of Rs. 3.6 lac is spent annually towards the maintenance of the academic and physical infrastructure facilities of the college. The college provides the necessary facilities for specially abled students.

Student Support and Progression

Our College has devoted to inform the students through notice about the schemes of financial assistance from the Government and from Non-Government Organisations. Nearly, 20.46% of the students per year are benefited by the scholarship and free ships discharged by the Government and 26.28% of students per year are benefited by scholarships, free ships, etc provided by the institution / non- government agencies. Every year Students progresses towards higher education and the courses mostly pursued after graduation are M.com, MBA, B. LIS .L.L.B and B.P.ED. some joins B. Ed. course. Only few students move to other states to pursue higher education. Alumni Association of the College is Active and the annual contribution towards the college alumni association is nearly Rs 10000.per annum.

Many activities are undertaken to create awareness on sexual harassment at workplace. Proper procedure is followed as for Redressal of complaints received. The student's council actively organises various cultural activities of the college. The students are represented on various other committees of the college. The students

are actively involved in sports and extension programmes through NSS. 2 students have been awarded the Indira Gandhi Award for best NSS Volunteer. The institute strongly believes in the holistic development of the students. Accordingly, emphasis is laid not only on developing hard skills, but also various soft skills and lifestyle practices that will assist the youth in leading healthier lives. The many initiatives, undertaken by the institute, relating to the use of communication skills enable the students to forth their views and opinions to others and be considerate towards others.

The students are encouraged to remain mentally as well as physically fit. Initiatives are taken by the College to ensure that students actively participate in numerous sports and cultural events. Students are encouraged to answer the various types of competitive examinations to have a firm base on which they can start building their career. To provide the right guidance to the students and enable them to make apt career choices, various sessions pertaining to competitive examinations are organised by the institution.

Governance, Leadership and Management

Narayan Zantye College of Commerce is one of the well-known educational institutions in North Goa and caters education to the downtrodden, needy and economically weaker section of the society in rural Goa.

The Management is committed and has clear vision of present and future growth in the field of education and requirements of the employment market. College is continuously striving to provide the best possible education facilities to our youth keeping in mind its vision and mission statement.

Principal and IQAC coordinates with the Governing Council of the college. All decisions towards development of the institution are taken with the consent of the governing body and executed accordingly. Organizational hierarchy is well defined with Governing Council and the Principal. Various Committees work concretely and have necessary freedom to implement decentralized governance. Democracy and transparency is maintained in the functioning. Some of the committees have student representatives.

IQAC Cell prepares short term and long-term perspective plans and presents before the management for its approval. Management considers most of the suggestions for implementation. Accordingly all activities are undertaken by respective committees.

College makes available various Staff Welfare Schemes and motivates teachers to avail FIPs and participate in orientation, refresher, short-term training programmes etc. Necessary leaves are sanctioned for improving their academic and professional skills.

Our college receives fund from RUSA which is utilized for infrastructure. Also, college generates corpus fund through certificate courses. College has a system for internal auditing and external auditing from government auditor.

IQAC acts as a link between management and college and provides inputs for sustenance of quality in academics and co-curricular activities.

Institutional Values and Best Practices

Our College promotes national integration, communal harmony ,respect for fundamental rights and other

values through various programs and activities. There is a well-defined Code of Conduct for the students, teaching and non-teaching staff. With great patriotic fervour and enthusiasm, days of national importance are celebrated.

Awareness on Gender equity and related aspects is created by conducting talks and workshops. To ensure safety and security of women on the campus, CCTV's are installed and there is gated and manned campus.

Environment Preservation and sustainability is ensured through green campus initiatives like, ban on use of plastic, landscaping of garden and energy conservation measures. The institution strives to make the campus differently -abled-friendly through provision of ramp/rails, wheel chair and scribes for answering Examination.. Steps are taken to save energy through the use of LED bulbs.

Financial Assistance to the needy and deserving students and Community Service are the two best practices adopted by the institution. A vibrant NSS Unit, Rotaract Club of Narayan Zantye College of Commerce, Department of Sports and Physical Education, Department of Economics, Department of Commerce and Women Development Cell of the College have undertaken a number of social outreach activities. The Management, Staff and students in collaboration with different clubs, government departments and NGOs volunteer for undertaking social upliftment projects.

Our college infrastructure and equipments are provided free of cost to the Non- Government Organisations, Government departments, Schools and Higher Secondary Schools to conduct various sports, cultural, educational and social activities.

Management, NGOs, P.T.A, ALUMNI, and staff have contributed generously for meeting the financial needs of the students.

Our Institutional distinctiveness enables students to pursue B.Com. and M.Com and Ph.D in Commerce through Zantye College Research Centre affiliated to Goa University. Coaching for Foundation courses in CMA and CA impart competitive skills and widen the opportunities for bright career.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	Zantye Brothers Educational Foundation's Narayan Zantye College of Commerce
Address	Post Industrial Estate, Vathadev, Sarvan
City	Bicholim
State	Goa
Pin	403529
Website	www.zantyecollege.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Rajendra Kumbharjuvankar	0832-2361377	8830864215	-	rajshriya12@gmail.com
IQAC / CIQA coordinator	Jhimli Adhikari	0832-2363769	9423314974	-	jhimli_adhikari@yahoo.co.in

Status of the Institution	
Institution Status	Grant-in-aid and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	20-06-1994

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Goa	Goa University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	07-09-2006	View Document
12B of UGC	07-09-2006	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Post Industrial Estate, Vathadev, Sarvan	Rural	5	4978

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom, Commerce	36	HSSC	English	594	590
PG	MCom, Commerce	24	B. COM	English	80	29

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	2				7				14			
Recruited	1	0	0	1	5	2	0	7	3	11	0	14
Yet to Recruit	1				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				29
Recruited	18	9	0	27
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				2
Recruited	1	0	0	1
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	3	1	0	0	0	0	5
M.Phil.	0	0	0	0	1	0	2	2	0	5
PG	0	0	0	2	0	0	1	6	0	9
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	3	0	3
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		1	4	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	287	0	0	0	287
	Female	303	0	0	0	303
	Others	0	0	0	0	0
PG	Male	11	0	0	0	11
	Female	18	0	0	0	18
	Others	0	0	0	0	0
Certificate / Awareness	Male	26	0	0	0	26
	Female	54	0	0	0	54
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	3	2	4	4
	Female	7	5	5	2
	Others	0	0	0	0
ST	Male	9	15	13	15
	Female	15	14	19	21
	Others	0	0	0	0
OBC	Male	59	68	72	47
	Female	105	98	122	87
	Others	0	0	0	0
General	Male	178	181	209	173
	Female	228	214	200	194
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		604	597	644	543

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Our college is a single faculty college and offers B.Com (Grant-in-aid) and M.Com (Self financing) programs. In view of recommendations under NEP 2020 to opt for multidisciplinary education, we are waiting standing instructions from Goa University and Directorate of Higher Education (DHE) in this regards. DHE and Goa University has appointed a task force committee to chalk out a program to develop strategies to implement NEP 2020 and forming the institutional clusters to facilitate multidisciplinary education system.
2. Academic bank of credits (ABC):	Since our college is affiliated to Goa University, we shall follow the guidelines of the same to provide the

	facility of academic bank of credit to the students.
3. Skill development:	In the existing educational program we are already offering Add-on / skill enhancement courses in the form of short term certificate courses. Under the skill development initiative under NEP 2020, we shall submit proposals to Goa University for its approval to offer skill based diploma courses (e.g. Diploma in Travel Tourism & Hospitality Management, Diploma in Computerized Accounting and Inventory Management, Diploma in Taxation and GST Returns, Diploma in Online Stock Trading and Investments).
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	We shall encourage our students to opt for Swayam courses developed by MHRD, Govt. of India to gain knowledge about Indian languages and Indian culture. Besides, we will also offer special certificate courses on Goan folk art / culture, Indian Cuisine & Culinary.
5. Focus on Outcome based education (OBE):	After completing the courses offered under B. Com & M. Com programmes at our college the students will be able to: <ul style="list-style-type: none"> • To understand important business fields, including accounting and finance, marketing, economics, regulation, information technology, communication, regulations and quantitative approaches, and keep up-to-date with developments in these areas. • To develop analytical skills by applying appropriate accounting, finance, economics, and quantitative science tools and methods to create stronger market insights, solve emerging organizational challenges, and introduce successful planning. • To build decision-making skills in the sense of alternative strategies to optimize an enterprise's contribution to the achievement of stakeholder objectives. • To develop effective communication skills to handle organizational transactions between individuals, business correspondence and enhance the organizational picture. • To build a broad range of expertise in business, law, statistics, finance, entrepreneurship and analytics. • To apply the managerial skills, abilities and knowledge in a business organization, and be capable of maintaining business accounts. • To participate effectively in social, commercial and civic issues that eventually contribute to national growth. • To develop a spirit of entrepreneurship and actively engage in social, commercial and civic issues that eventually lead to national growth. College will

	also strengthen industry linkage to provide job opportunity.
6. Distance education/online education:	Since our college is affiliated to Goa University we shall offer distance education / online education program as per Goa University guidelines.

NAAC

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
91	90	99	94	97
File Description		Document		
Institutional data prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	3	3	3

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
619	543	644	597	604
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
191	173	234	203	186

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
223	149	253	180	204

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
20	20	20	20	21

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
23	23	23	23	23

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 18

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
37.32	53.97	54.34	48.65	39.29

4.3

Number of Computers

Response: 81

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Narayan Zantye College of Commerce is affiliated to Goa University, Taleigao – Plateau, Goa. The college follows the curriculum designed by the Goa University. The college offers Undergraduate and Post graduate programs in commerce based on the objectives and goals of the college. The college plans an academic calendar that indicates the term of the semester, the date of commencement, and the conclusion of the semester. Both Undergraduate and Post graduate programs offered by the college have a semester framework. The Head of the department submits a workload at the beginning of each semester. Initiatives taken by the college for curriculum planning and development are : CBCS model is implemented as per the guidelines of the Goa University, Time Table is prepared considering the weightage of each paper and the number of hours allotted as per Goa University norms, Teachers are provided with the individual 'Teachers Diary' in which every teacher maintains the records about curricular and non-curricular activities conducted during the semester, each subject teacher prepares the semester wise teaching plans in their respective subjects, Wi-Fi enabled campus and internet facility is provided to students and teachers, the college has a well-resourced library, with books, journals and e-library facility, the classrooms are ICT enabled, for effective Teaching - Learning process, smart projectors are installed in some classrooms, the college organises Guest Lectures, workshops and seminars to provide practical exposure to the students, Interdisciplinary certificate courses are conducted for developing the soft skills of the students, to offer procedural and practical support to the teachers for translating curriculum and improving teaching, Faculty Development Programs are organized, the faculty members publish textbooks and reference books as per the upgradation in the syllabi, the faculty members publish research papers in National and International journals, a continuous evaluation is maintained throughout the academic year using online and offline modes by conducting written Intra Semester Assessment tests and using student centric techniques such as web related assignments, peer learning, case studies, group discussion, project work, group assignments etc, to strengthen the bond between teachers and students, each teacher mentors approximately 30 students (on academic and personal issues), which leads to a better learning atmosphere and improve their performance, both the Undergraduate and Post graduate departments organize lectures and talks by inviting Entrepreneurs, experts from Banking and Industrial sector, MoU's are signed with industrial organisations, Industry visits are periodically organised to strengthen the academia – industry interface, project studies by students are based on the topics related to Industrial sector, Banks, Insurance companies, case studies based of local entrepreneurs, service sector and other institutions, which provides opportunity to the students to interact with practical aspects of industry.

With the shift from offline to online mode due to Covid-19 Pandemic, the ISA tests, assignments and Semester End Examinations were conducted using online mode through Google classrooms for all subjects individually. Official WhatsApp groups were created to disseminate the information to the students. Regular lectures were conducted through Google meet.

Teachers have successfully completed SWAYAM courses.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

The college prepares the academic calendar well in advance for the next academic year considering the academic term communicated by the Goa University. The internal exams and certificate courses are accommodated within the academic term. The academic calendar is printed in the prospectus of the college as well as students calendar every year for the reference of students and staff.

The prospectus of the college includes academic calendar mentioning the tentative schedule with regards to admission procedure, teaching learning schedule, list of courses offered, evaluation procedure, curricular, co-curricular and extracurricular activities and important events of the college.

The academic calendar is implemented by conducting Internal Semester Assessment (ISA). This includes compulsory ISA written test and ISA assignments. Tests for certificate courses are conducted at the end of the course. To upgrade the knowledge and skills of students in their respective subject, activities like student's seminar on budget session, talks, group discussions, workshops, quiz, etc are organised as a part of CIE. The examination committee adheres to the academic calendar for internal evaluation and prepares and displays the time table. The ISA tests are conducted as per the academic calendar. The students who remain absent on medical ground or for any other valid reasons such as participation in any sports or cultural event, NSS, NCC etc. are allowed to appear for repeat test at a later date. The assessment of certificate courses is conducted separately by the course coordinator. The academic calendar includes the Academic calendar of college activities, schedule of activities of various committees, planning of extracurricular activities of NSS, NCC and cultural forum, activities of sports department, tentative schedule of college and university examinations, University schedule of academic term and vacations.

The college implements the examination and evaluation process as Intra Semester Assessment written test, ISA assignment, semester End Examination, separate assessment for practical component in the subjects Spoken English and Business communication and Information Technology / Computer application

As mentioned earlier, field visits, internship, study tours, industrial visit and project work is mandatory for some of the courses which help the student to sharpen their understanding of the topic. These are conveniently managed in the academic calendar. The college has signed an MoU with Sant Sohirobanath Ambiyé Government college of Arts and Commerce Pernem Goa, to form a research cluster. One of our faculty is pursuing Ph. D. at Sant Sohirobanath Ambiyé Government college of Arts and Commerce research centre, Pernem Goa, and their internal assessment is conducted through DRC by cluster research centre and Goa Business School – Goa University at institute level and assessed from time to time.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document
Link for Additional information	View Document

1.2 Academic Flexibility

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

Response: 100

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

Response: 2

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 13**1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
02	04	04	01	02

File Description	Document
List of Add on /Certificate programs	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document
Any additional information	View Document
Link for Additional information	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years**Response: 11.2****1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
80	120	57	19	54

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment**1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum****Response:**

The college tries to address the cross cutting issues by integrating its vision, mission and core values with the curriculum delivery.

The institution integrates various life skills, values, local and global challenges through its curriculum. The college offers two programmes and various certificate courses in which issues such as ethics, civic sense and responsibility, gender, environment, sustainability and human values are addressed. The faculty members integrate all these issues as a part of their teaching-learning process. Our college is a single faculty institution offering Commerce education and many of the aspects are practically addressed.

Total 91 courses offered in commerce stream have one or other cross cutting issues as part of curriculum. The institute organises various activities and programmes to address the cross cutting issues such as –

a) Economic and social Issues: Reservation policies, constitutional provisions especially for women, water scarcity, flood, pollution, global environment, urbanization and modernization and village surveys are practically exhibited through the course Economics.

b) Environmental Issues: Environmental studies and Business Environment are the courses at First Year B. Com. and Second Year B. Com. level respectively. Field trips are organised every year as a compulsory component in Environmental studies which help the students to understand the environmental issues.

c) Human Values: Human Values are covered in curriculum of Economics, Spoken English, Business communication, Training and development, Collective bargaining and negotiation skills, customer relationship management, Service marketing, Tourism and hospitality management and Business Laws.

d) Professional Ethics: Professional ethics are inculcated with the subjects like General management, Financial accounting, Marketing management, Principles and practices of accounting, customer relationship management, Banking, Entrepreneurship development, New venture planning, Accountancy, Companies act and IPR Law, Training and development, Collective bargaining and negotiation skills, Industrial management, Income tax-GST, service marketing, Business Environment and Business Communications. For Third Year B. Com. there is a compulsory paper of project work in which a detailed project report is prepared by selecting a specific topic in commerce related area, based on the field study conducted in surrounding areas. The M. Com program also offers 'Dissertation' as an optional paper which is based on a subject specific project study.

Apart from these issues included in the syllabi of Goa University, our college has taken various steps to inculcate values among the students with the help of the vibrant NSS and NCC Units of our college. The activities carried out by the college are -

NSS and NCC unit of the college actively participate in the national flagship programmes and address cross-cutting issues at community level, in order to empower the community and students mentally and physically, yoga training, counselling, self-defence training programs are also conducted, college also organizes talks and various sessions on topics to create awareness amongst students. Workshops were organized in collaboration with the local groups, the college organises blood donation camp every year, funds are contributed by staff, students and well-wishers towards Teachers welfare fund, Armed forces flag day and National foundation for communal harmony.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document
Any additional information	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 4.25

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
04	04	04	04	04

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View Document
Any additional information	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 33.93

1.3.3.1 Number of students undertaking project work/field work / internships

Response: 210

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni

Response: A. All of the above

File Description	Document
Any additional information (Upload)	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:

- 1.Feedback collected, analysed and action taken and feedback available on website
- 2.Feedback collected, analysed and action has been taken
- 3.Feedback collected and analysed
- 4.Feedback collected
5. Feedback not collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 32.55

2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
220	220	220	220	220

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
684	674	674	674	674

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 100

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
191	173	234	203	186

File Description

Document

Average percentage of seats filled against seats reserved

[View Document](#)

Any additional information

[View Document](#)

2.2 Catering to Student Diversity

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

Response:

During the orientation programme, the Principal orients students regarding the various facilities available on the campus, academic and examination schedule, curricular, co-curricular and extra-curricular activities and other courses. The learning level of students is assessed through regular interaction between the students and teachers and also through Intra Semester Assessment (ISA). Counselling is done for the students during admissions. WhatsApp groups and google classrooms are formed to have better connect with the students.

Advanced learners:

Advanced learners are encouraged to join professional courses like CMA and CA and the coaching for the same is held in the college. Orientation and coaching classes are conducted for foundation course of Cost and Management Accounting and Chartered Accountancy. The college library provides books to meritorious and needy students under the Book Bank facility. The college library also issues scholar card to students having more than 60% in the previous examination. Advanced learners are encouraged to participate in workshops, seminars in the college and in events conducted by other institutions. The college also conducts various curricular, co-curricular and extra-curricular activities and competitions like quiz, essay writing, elocution, poster making. Students are motivated to write research papers and present them in National and International Conferences/ seminars. The students also publish their papers in reputed journals. Add on courses like GST using Tally ERP 9, Practical banking, Computerized Accounting and Inventory –Tally ERP 9, Enhancing entrepreneurial skills among youth are organized. CPBFI course was conducted for B.Com students and Certificate Course in Banking, Finance and research was conducted for M.Com students.

Slow learners:

The teachers enhance the learning level of the slow learners through remedial classes, personal attention and interaction. If the students' performance is poor due to frequent absenteeism, parents are informed about the students' average attendance. The college has a Counsellor who interacts with the students with specific problems and issues. Counseling and mentoring sessions are also conducted for the students prior to the exam to boost their morale. Bridge courses in English and mathematics are conducted to bridge the gap between the slow learners and average learners. Vedic mathematics course is conducted for students. Teachers conduct preliminary and practice tests and solve the previous years question papers in class. Students are encouraged to use online resources to enhance their knowledge. Additional reading material like e-books, articles and YouTube videos were provided to the students. They are encouraged to improve their performance through mentoring.

File Description	Document
Upload any additional information	View Document
Past link for additional Information	View Document

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

Response: 30.95

File Description	Document
Any additional information	View Document

2.3 Teaching- Learning Process

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

Response:

The vision and mission of the Institution prominently focuses on imparting quality education through student-centric learning methods which will in turn develop responsible citizens. Students are encouraged to actively participate in Group Discussions and Case Studies to enable them to be vocal about their views and hone their problem-solving capabilities.

Internships are an integral part of the M.Com program offered at the institution. Both M.Com and B.Com students undergo internships which helps them get hands-on experience of the functioning of the corporate sector. All the students of third year B.Com. are required to submit a project report at the end of their semester VI. These projects are based on the data collected by the groups, which is then analysed by them by employing various data analytical tools. Similarly, students can opt for a dissertation instead of one subject in each semester for their final year of M.Com. This helps students to develop analytical skills to tackle various problems.

Educational field trips help augment the knowledge gathered during classroom sessions and provide them an opportunity to experience and discuss information. Industrial visits organised by the Institution to help students get an insight regarding the internal workings of the industry. Study tours organised by the institution allows the students an extraordinary opportunity to experience different cultures around the nation and better understand various local and global issues.

Special courses offered to the students such as Special Accounting, Business Communication, Computer Application, Business Law, etc. empower students to use various tools at their disposal for problem solving in areas such as RTI Act, Tally and e-commerce.

Power-point presentations, Blogging and Digital Story Telling provide an impetus to students to sharpen their presentation capabilities.

Guest Lectures, on topics such as GST, Stock Market, Banking, etc., are arranged for the students to keep

themselves abreast of the changes taking place in the business world. Seminars on Union Budget help students to be aware of the economic policies of the government.

Talk-N-Talk is a debate competition that highlights the skills of the students to present their views gracefully and convince others of the same.

The NSS, NCC Unit and Rotaract Club of Narayan Zantye College of Commerce organizes various activities such as Best out of waste and its exhibition, Paper and cloth bags making and distribution, NSS Special Camp, NSS school students Teaching Project, Distribution of seed bombs, Tree Plantation, Hand Washing Program for school students, Cleanliness Drive, Joy of Giving, etc. which allows the students to work collaboratively and solve the community issues.

Events organised by students such as Fun Week, Equinox, Food Mela, exhibition on the occasion of Swadeshi Day, Anusandhaan (research paper competition), Guru Purnima have led to students learning the skills of planning and organizing the events in a professional way.

Role Plays, acting workshops, etc. help the students to learn the virtue of empathy and understand various issues in the society.

File Description	Document
Upload any additional information	View Document
Link for additional information	View Document

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

The Institution has the infrastructure for the use of different ICT enabled tools for enriching the teaching-learning process, making it more student-oriented and easy to understand. Teachers use LCD projectors and Smart Projectors while delivering lectures. They use tools such as Videos, Power Point Presentations, Live Streaming of the Stock Market events, various softwares, etc. to enhance the abilities of the students.

The numerous certificate courses offered at the institution at reasonable costs, offer the students an opportunity to gain expertise in various e-resources such as Tally, Advanced Excel, Web Page designing, etc. This ensures that students are ready for the corporate job profiles that demand thorough knowledge of such softwares by the students.

The teachers use and share copies of e-books with the students to ensure that all the students reap the benefit of digital technology. Registrations on N-list by the students are encouraged to enable them to access the vast treasure trove of resources digitally. The students are also allowed the option of submitting their assignments virtually through e-mails and Google Classrooms. The use of platforms such as e-PGPathshala and Swayam, which can be accessed by the learners free of cost, assist the students to gain more clarity and gather additional information about the concepts covered during the class.

Softwares such as MS Power Point enables students to create impactful presentations. Softwares like Movie Maker and Audacity are used to create digital stories which are used to enhance the students' ability to express themselves in professional situations. The creation and updation of blogs and participation in social media groups like Facebook, Twitter, WhatsApp, etc. help students to learn the art of online communication.

The B.Com students are taught to use softwares like SPSS, E-views and Excel for the analysis of data for their project work, while M.Com students use Gretl in addition to SPSS, E-views and Excel for their dissertation and research paper presentations. The final year students are required to submit soft copies of their project report at the end of the year.

The campus has a strong network of internet connectivity. The students are able to access various informational platforms and sites, gather data for assignments, projects, research work and for their knowledge in general, through the e-library. The students can make use of the computers installed for their academics at the computer lab and e-library.

The DHE and Government of Goa through its portal, IAIMS enables easy upload of lecture plan and attendance by the faculty which can then be accessed by the students. The faculty also contributed towards DISHTAVO, an initiative by the DHE and Goa government with recorded video lectures that can be accessed anytime, anywhere and a link for the same is provided on the college website.

File Description	Document
Upload any additional information	View Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View Document

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

Response: 30.95

2.3.3.1 Number of mentors

Response: 20

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 87.83

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 17.9

2.4.2.1 Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
05	05	03	03	02

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document
Any additional information	View Document

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

Response: 15.53

2.4.3.1 Total experience of full-time teachers

Response: 310.5

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

Our Institution is affiliated to Goa University and hence the assessment of students is carried out in accordance with the Ordinance and guidelines of Goa University.

The Intra Semester Assessment (ISA) and Semester End Examination SEE schedules are decided at the beginning of the academic year and conveyed to students. The time tables and mode of assessments are communicated through examination notices.

For the B.Com. Programme, ISAs are conducted twice in each semester only for theory courses, which accounts for 20 percent of the total marks and can be held in the form of written tests, assignments, presentations, group activities, viva voce and so on. The Semester End Examination (SEE) is conducted for each subject and accounts for 80 percent of the total marks. A student is eligible to answer the SEE only if he/she answer two ISA's in each subject and has fulfilled the minimum attendance criteria.

Practical courses like Computer Application, Computer Application in Business and Business Law have only one ISA as the 50 % weightage in these subjects is given to practical component.

ISA marks scored by the students are communicated to them within two weeks. ISA papers are shown to students to verify that all the questions have been evaluated. Students who fail to answer the ISA citing genuine reasons are given a retest as per the convenience of the subject teacher and concerned student.

The Spoken English course comprises an assessment structure of 20 percent for internal and 80 percent for semester end examination. The 20 marks ISA is based on one individual and one pair activity to test the students' speaking skills and interpersonal communication. The semester end examination is divided into three components that aim to test three different skill sets of the students namely presentation skills, dialogues and group communication in the form of debates or discussions. These components are allotted 40, 20 and 20 marks respectively.

The assessment of Semester End Examinations of semester I to IV is carried out by the college, whereas, Semester V and VI are assessed centrally at Goa University.

The B.Com Final Year students are assigned a project which is assessed at the end of the year according to project manual, while M.Com Final Year students can opt for a dissertation instead of one subject in each semester for their Part II.

For the Master's programme, the Intra Semester Assessment held twice in each semester, carries 40 marks

which is sub divided into 20 marks for a written examination and 20 marks for presentations, group activities, assignments etc. The Semester End Assessment papers are assessed centrally by the University and it carries 60 marks.

For the Academic Year 2020-21, Goa University revised the guidelines for the conduct of examinations as per the Special Ordinance OS-1, in view of COVID -19 pandemic. Hence all the B.Com and M.Com examinations were internal and held online, except the Semester V of B.Com and Semester III of M.com were conducted in offline mode.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

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

Response:

The following committees have been formed and function as per the ordinance of Goa University OC-66 which look into exam related matters:

1. The College Examination Committee which ensures the smooth conduct of examinations.
2. College Unfair Means Inquiry Committee handles cases of unfair means or malpractices that occur during the examination and further decide the course of action with the recommendations of the Principal.
3. College Grievance Committee addresses written complaints from students regarding the examinations.

Ordinance OA 5 states the procedure for revaluation of answer books of students appearing for University examinations of Semester V and VI:

A Third year B.com student desiring to have his / her paper/papers revaluated need to apply for revaluation within 10 days from the date of declaration of the results of the concerned examination. The applications for revaluation are submitted to the Controller of Examinations through the Principal of the College along with the prescribed fees.

A student from Semester I to IV under CBCS pattern can apply for verification under Ordinance OC 66, within 10 days from the date of declaration of the results of the concerned examination. The examination department notifies the date and time on which the students have to come to college for the verification within 10 days on receipt of the verification applications.

During verification, the student checks and counts the total marks obtained and verifies whether all the questions are assessed, in the presence of the Principal and concerned Examiner in the Principal's office. If the student is not satisfied with the personal verification of their answer book, there is a provision for them

to state in writing that they are not satisfied with the evaluation.

The Principal refers the matter to the College Grievance Committee within a week along with the concerned answer books. The College Grievance Committee calls a meeting and submits a report to the Principal stating whether there is need to reassess the papers or otherwise. If the paper is to be reassessed it is sent to a different examiner and the result of the assessment is communicated to the concerned student. The Principal reserves the right to accept or revoke the decision of the Grievance Committee.

File Description	Document
Any additional information	View Document

2.6 Student Performance and Learning Outcomes

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

Response:

The Head of the departments & teachers in-charge have designed and framed the programme outcomes and programme specific outcomes for specialization subjects in commerce. These show the skills, knowledge and learning outcomes of the students after completion of the specialization in the course. Programme outcomes describe what the students will be able to do after the completion of the programme while the programme specific outcomes describe the knowledge the graduating students will gain from the specialization subjects on completion of the programme. The college has programme outcomes for B.Com and M.com on old semester system as well as CBCS syllabus. The programme specific outcomes are for specialisation in accounting, cost accounting and business management.

The course outcomes describe what the students will learn from the subject by the end of the semester. The respective subject teachers frame the course outcomes for each subject. This is done for semesters I, II, III and IV of B.Com CBCS programme. The course outcomes are communicated to the students at the beginning of the programme. The course outcomes for semester V and VI of B.com CBCS programme are framed during the subject workshops held at university level. The course outcomes for semester V and semester VI are uniform across all colleges offering the respective subjects. The course outcomes are defined for M.com course for old as well as new syllabus.

The college displays the programme outcomes, programme specific outcomes and course outcomes of B.com and M.com on the college website for reference of students.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document
Upload any additional information	View Document
Past link for Additional information	View Document

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

Response:

The college adopts and follows the examination and evaluation pattern as prescribed by the Goa University. The attainment of POs, PSOs, and COs is measured specifically on the basis of performance of students in the ISA, SEE, practical and project. Evaluation modes for ISA include presentations, assignments, written tests, field work in the subject of environmental studies, role plays, digital storytelling, group discussions, blogging etc.

Course outcome in the SEE is evaluated through a structured question paper covering the entire syllabus under the course as specified by the Board of Studies of the respective subject. Teaching plans are prepared to keep a record of the lectures taken in compliance with the prescribed syllabus on the IAIMS portal. Regular staff meetings are held to discuss any issues related to academic functioning.

After the declaration of results of each ISA and SEE, the faculty members analyze the results of students in their respective departments, discuss the same with the students, inform parents during open day and adopt corrective measures to improve and enhance the performance of students. The results are discussed in the staff meetings and recommendations are accepted. Mentors maintain a record of the results of mentees and accordingly guide and help them to improve their performances. Based on the results, the meritorious students are felicitated at the inauguration of students' council and merit scholarships are provided to them during the annual prize distribution. The college has been securing consistently high passing percentage for both the programmes which indicates the attainment of the outcomes.

POs, PSOs, and COs are assessed and analyzed through the curriculum feedback taken from the teachers, students, parents, and alumni. Feedback on teachers' evaluation for each subject is also taken from the students at the end of semester. This helps in measuring the performance of teaching learning process.

The attainment of outcomes is also measured by collecting the data on ex-students job placement. The data is maintained by the ex-students/alumni association of the college.

To achieve course outcomes and to improve the skills and performance of the students, the college organizes and deposes students to seminars, workshops, field/industrial visits, study tours, guest lectures, competitions and other activities related to the curriculum. The college also deposes the students for seminars, workshops, competitions and activities organized by other institutions. Faculty development programmes are conducted for teachers. The teachers also take measures to improve the performance of students in their respective subjects.

File Description	Document
Upload any additional information	View Document
Paste link for Additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 89.38

2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
217	149	191	166	167

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
223	149	253	180	204

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View Document
Upload any additional information	View Document
Paste link for the annual report	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.82

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description

Document

List of endowments / projects with details of grants

[View Document](#)

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

Response: 5

3.1.2.1 Number of teachers recognized as research guides

Response: 1

File Description

Document

Institutional data in prescribed format

[View Document](#)

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

3.1.3.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	1	1

File Description	Document
List of research projects and funding details	View Document

3.2 Innovation Ecosystem**3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge****Response:**

Institution has created mechanism for innovation, creation and transfer of knowledge during the last five years. Institution has Entrepreneurship Development cell which organizes various certificate courses and workshops for enhancing entrepreneurial skills among students. A 30-hour certificate course on “Enhancing Entrepreneurial Skills among youth” was organized wherein students were trained to prepare a business plan and were motivated to become creators of jobs rather than job seekers. Entrepreneurship development cell organized a 5-day youth entrepreneurship development workshop in collaboration with ICT Academy of Tamil Nadu to train 40 under-graduate students of the college on entrepreneurship. A workshop was organized by the cell on the topic entrepreneurship development in collaboration with Centre for Incubation and Business Acceleration (CIBA). This was complemented by a visit to the CIBA at Assagao where students experienced a practical approach to business planning.

Department of Commerce organized a One Day State Level Seminar on “Intellectual Property Rights - Issues, Challenges and Opportunities” to create awareness about intellectual property rights and research.

The Research Centre of the college organized various workshops and seminars namely A State Level Workshop on "Literature Review in Social Science", Two day National Level workshop on “Panel Data Analysis, Structural Equations Modelling using Amos and PLS.

The Research Centre of the college also encourages teachers to contribute at the academic level by participating in various conferences, seminars and intellectual activities. Additionally, teachers have published a number of research articles / papers.

The Institution organizes “Anusandhaan - An All Goa PG Level Research Event” at the State Level which provides a unique research platform for the post graduate students. Apart from this, the college and its faculty members encourage students to participate in the various academic and cultural events where the platform for research orientation is made available to the students along with cultural activities.

The college also has set up career counseling and placement cell which is active in organizing campus placement events, providing students opportunities of appropriate training program under expert guidance. This has been beneficial to a large number of students.

The Department of Sports and Physical education and college Library has organized various conferences such as National Conference on “Role of Physical Education in Sports for Healthy Nation” and National Conference on the theme "Reinventing the Academic Library of Higher Education" respectively.

Additionally, National level webinar on “Innovative Tools for Teaching and Research”, National Level webinar on “Open Access Resources for Teaching Learning & Research” and Awareness Program on “E resources of National Digital Library of India” organized by the college library have given an impetus to dissemination of knowledge and research among faculties and students of the college.

File Description	Document
Paste link for additional information	View Document

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

Response: 17

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

2020-21	2019-20	2018-19	2017-18	2016-17
4	2	4	4	3

File Description	Document
Report of the event	View Document
List of workshops/seminars during last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 6

3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years

Response: 6

3.3.1.2 Number of teachers recognized as guides during the last five years

Response: 1

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
URL to the research page on HEI website	View Document

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 2.43

3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
9	9	11	18	2

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 1.19

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

2020-21	2019-20	2018-19	2017-18	2016-17
7	3	9	0	5

File Description	Document
List books and chapters edited volumes/ books published	View Document
Any additional information	View Document

3.4 Extension Activities

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

Response:

Narayan Zantye College of Commerce encourages the holistic development of its students by providing a conducive environment for them to become socially responsible citizens. The adolescents are made aware of social and communal issues. Additionally, they are given opportunities to use their skills to improve the social condition. Students are provided these opportunities through their participation and membership in various units, clubs and cells of the college – National Service Scheme (NSS) unit, National Cadet Corps (NCC) unit, Woman Development Cell, Rotaract Club of our College, Green Audit cell etc. Various activities, campaigns and drives are organized at regular interval to provide a platform for students to develop and fulfill their personal and social responsibilities.

The college has witnessed a very positive response from students and are actively engaged in various activities conducted by various units, cells and clubs of the college. Some of the major activities includes the following:

- **7 Days NSS Special Camp**

- The 7 days NSS special camp during which NSS volunteers undertake various projects like temple and area cleaning, socio – economic surveys, games and cultural events for volunteers as well as village children. Talks on contemporary social issues, rallies, plastic eradication drive and awareness programs.

- **Blood Donation Camp**

- Blood donation camp is held every year wherein blood donors come forward to help alleviate the dangers of blood scarcity for needy patients. The college conducts these blood donation camp in collaboration with Blood Bank, Goa Medical college and Rotary club Panaji, Riviera annually by encouraging students, staff, ex-students and other well-wishers.

- **Say No to Plastic campaign**

- Say No to Plastic campaign aim to sensitize students towards the danger of plastic usage. It also provides a platform to students enabling them to find alternatives to plastics like use of cloth and paper bags.

- **Cleanliness Drive**

- Cleanliness drives are regularly conducted in Sarvan village which has been adopted by the college, as well as in other areas.

The college strives to involve the maximum number of students in these social extension activities in order to ensure that they are not merely academically competent but are also aware of and fulfill their responsibilities towards society. The college constantly promotes holistic development of students and the results of this is seen in the national recognition of our students for their service towards society. Some of the recognitions of our students are mentioned below:

- NSS Volunteer Mast. Sumantha Nayak was awarded with the prestigious Indira Gandhi National Award for the Best NSS Volunteer in the year 2016-17 for his contribution in the field of social service. He received the award from Honorable President of India Shri' Pranab Mukherjee at Rashtrapati Bhawan, New Delhi.
- Mast. Suragra Kamat was awarded with the prestigious NSS (National Service Scheme) Award at the hands of Honorable President of India Shri Ram Nath Kovind on 24th September 2019 at Rashtrapati Bhawan, New Delhi.

File Description	Document
Upload any additional information	View Document

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 8

3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	4	1	1

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 123

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

2020-21	2019-20	2018-19	2017-18	2016-17
33	32	25	18	15

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document
Any additional information	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 55.12

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

2020-21	2019-20	2018-19	2017-18	2016-17
375	316	341	284	340

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document
Any additional information	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 7**3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	2	1	2

File Description	Document
e-copies of related Document	View Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years**Response: 3****3.5.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
3	0	0	0	0

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document
Any additional information	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

Narayan Zantye College of Commerce is well-equipped to cater to the teaching-learning needs of its students.

Classrooms and Seminar hall:

The college has 18 classrooms/tutorial rooms with LCD projectors and Wi-Fi internet connectivity. All the classrooms have sufficient seating capacity to accommodate up to 60-80 students per class. All classrooms are provided with large windows to ensure natural lighting and ventilation. The college also has well equipped air-conditioned seminar hall with seating capacity of 200 students. Seminar hall has ICT facilities like LCD Projector, Laptop, Smart Board, Sound system and Wi-Fi connectivity. The maintenance of classroom infrastructure is looked after by mentors appointed for respective class along with administrative staff assigned to every class.

Laboratories and Computing Equipments:

The college has 5 laboratories with corresponding desktop computers and LCD projectors.

1. Computer Laboratory I: 8 computers with WLAN connectivity and LCD projector.
2. Computer Laboratory II: 10 computers with WLAN connectivity and LCD projector.
3. Computer Laboratory III: 35 computers with WLAN connectivity and LCD projector.
4. E-Library: 15 computers with internet connectivity.
5. Communication laboratory: 1 laptop with Wi-Fi connectivity, LCD projector, sound system etc.

The faculty and students are provided with internet through Wi-Fi facilities free of charge. The College has two internet leased lines (ILL) offering 35 MBPS internet data speed. The College has total of 91 desktop computers and 10 laptops. Students have access to 69 desktops through computer labs and E-Library. The standalone computers have the latest Operating Systems. The computers are loaded with relevant software packages which enable Teachers and Students to keep abreast with the latest technologies. The IT infrastructure is operated and maintained by laboratory assistant under the guidance of computer teacher.

The college library uses the Integrated Library Management Software NewGenlib (NGL Core Version 3.1.2. Discover) Open Source software to facilitate technical Processing, Acquisition, Circulation, Serials Management, Web OPAC, Reports etc. The Institution also has a communication laboratory/Media Centre with audio-visual facilities. The college library is well staffed with Librarian, Grade I Librarian and two multi-tasking staff who provide quick and efficient services to the library users.

The college also has common room for girl students, dedicated office rooms for the N.S.S. Unit, N.C.C unit, IQAC and Counselling Cell. The Institution also possesses a Seminar Hall which can accommodate 200 students for conducting workshops, seminars, symposia, guest lectures etc. The college also has an

open air auditorium at the centre of the college premises to conduct various competitions organised by different associations like student's council, cultural forum etc. Besides this, college has well equipped multi-purpose gymkhana hall which can be used as recreational hall for academic and cultural activities as it can accommodate more than 600 students.

File Description	Document
Upload any additional information	View Document

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

Response:

Narayan Zantye College endeavours to provide holistic education to its students. The Institution has developed the requisite facilities for sports and cultural activities in order to realize this objective. To ensure their all-round development, the college encourages its students to participate in maximum sports and cultural activities. The college provides excellent sports infrastructure facilities through:

1. College sports ground – It has an area of 8505 square meters and provides facilities for outdoor games like Cricket, Football, volleyball, Kho-Kho, kabaddi and other athletic games.
2. Gymnasium/Fitness Centre – It has all the necessary equipment like treadmill, exercise cycle and all other weight training equipment;
3. Gymkhana Hall - It has facilities for badminton, table tennis, chess, carom, judo, tennikoit etc. Gymkhana hall is also used as Yoga centre to conduct yoga programs for students and Self Defence programmes for girls. Students are allowed to use Gymkhana hall during free lecture hours. The gymkhana hall is also used as multi-purpose hall for social service initiatives of the college like government vaccination program, election training and counting hall etc.

The sports activities are organized by department of physical education and sports. These activities are monitored by a Gymkhana Committee comprising a senior teacher, Director of Physical Education and members drawn from the faculty and students. The sports facilities are open on all working days from 6:30a.m. to 5:30 p.m. The facilities are also used by neighbouring schools for organizing their Sports Meets. Besides, members of the public and social clubs are also allowed to use the gymkhana and ground for their sports oriented activities.

The College has adequate infrastructure for the conduct of its cultural activities. These include:

- (a) Open air auditorium which can accommodate approximately 1000 audience;
- (b) Gymkhana Hall admeasuring 700 square meters with a large stage which has separate dressing rooms for girls and boys. It has seating capacity of 600 students;
- (c) Air conditioned seminar hall with seating capacity of about 200 audiences;

The various student associations like student's council, cultural forums etc. organize cultural activities in

the above premises depending upon the nature of event and number of participants.

Infrastructure facilities are well maintained and augmented at regular intervals to enable students to showcase their skills and talent at appropriate platforms.

File Description	Document
Upload any additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 18

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document
Upload any additional information	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 6.86

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
2.30	4.59	5.26	2.55	1.86

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	View Document
Upload audited utilization statements	View Document
Upload any additional information	View Document

4.2 Library as a Learning Resource

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

Response:

The process of the library automation started in the year 2010 with E-Granthalaya library Software and shifted to NewGenlib in the year 2013. The library is fully automated under the Integrated Library Management Software NewGenlib (NGL Core Version 3.1.2. Discover) an open-source software. The software is having functional modules for Technical Processing, Acquisition, Circulation, Serials Management, Web OPAC, Reports.

1. The Technical processing module does the primary cataloguing of books and search of a books.
2. Circulation module handles issue, return, renew, reservation of books
3. Serials management module maintains the record of print journals
4. The OPAC (Online Public Access Catalogue) link is provided to the faculty and students over the institutional website.
5. The software generates various reports such as Accession register, Circulations, Visitor's track, Patron registration etc.

Data Requirement for last Five years

Name of ILMS Software	Nature of Autonomation	Version	Year of Automation
NewGenlib	Fully	Version 3.1	2016-17
NewGenlib	Fully	Version 3.1.1	2017-18
NewGenlib	Fully	Version 3.1.1	2018-19
NewGenlib	Fully	Version 3.1.2	2019-20
NewGenlib	Fully	Version 3.1.2	2020-21

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

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	View Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 4.7

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

2020-21	2019-20	2018-19	2017-18	2016-17
4.49	5.25	5.10	5.06	3.60

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

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

Response: 7.98

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

Response: 51

File Description	Document
Details of library usage by teachers and students	View Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Narayan Zantye College provides best access to information technology to its students through state of art IT infrastructure which has been created to fulfill the requirements of the courses/programs. The IT Labs are well equipped with adequate number of computers with latest configurations. The IT infrastructure is augmented and upgraded in line with the advancement in technology. Computers are networked and provided with high-speed internet connectivity through LAN & Wi-Fi. A licensed copy of antivirus (Quick Heal) is installed on all machines. Subscription of antivirus Quick Heal is updated regularly.

Class rooms are equipped with LCD projectors to enable teachers and students to switch over to IT supported teaching-learning methods. These ICT supported facilities are regularly updated. The Institution has a campus-wide intercom network. An Intercom facility connects all the departments of the Institution for better communications.

Closed Circuit Television (CCTV) cameras are installed at the campus for enhancement of security. Electronic Surveillance systems CCTV are regularly checked and updated, and repaired, if required. UPS batteries are also replaced at regular intervals as per requirements.

The Campus is Wi-Fi enabled with internet speed of 35 MBPS. Access points are placed at strategic locations throughout the premises thereby offering internet access across the campus. There are 7 Digisol (DG-WA7910P 1200Mbps) Access point devices across the campus. College has 2 ISP's from DNA and GBBN which are managed under the device Gateway by Digisol DG-WU2008. The need of additional routers/access points is periodically assessed and accordingly fixed to ensure that the campus has a proper coverage/range of Wi-Fi. Upkeep of IT equipment/software and other related peripherals as also any other IT related issues are effectively managed with the help of dedicated staff in the IT department. Internet and Wi-Fi connectivity is provided free of charge within the college campus through LAN and Wi-Fi.

The College has an active website with its own domain name. The Website is dynamic and displays the latest notifications promptly. All the office staff have internet enabled computers and printers. Similarly, office is also provided with two scanners cum printers in the office. The attendance of the staff is captured using a Biometric device.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 7.64

File Description	Document
Upload any additional information	View Document
Student – computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution

Response: B. 30 MBPS – 50 MBPS

File Description	Document
Upload any additional Information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 6.88

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

2020-21	2019-20	2018-19	2017-18	2016-17
2.31	4.59	5.27	2.56	1.86

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

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

Response:

The Institution has well-established procedures for the procurement and maintenance of its infrastructure.

College has formed Purchase committee headed by the Vice Principal with IQAC Chairperson, Head of department, head clerk and accountant as its members. Similarly, there is Infrastructure maintenance advisory committee headed by senior teacher for regular checking of maintenance requirements. Civil/electrical/plumbing related maintenance work is conducted by administration department under the supervision of qualified senior architect.

The maintenance of classroom infrastructure is monitored by mentors appointed for respective classes. Mentors periodically submit the requisitions for purchases and maintenance of classroom equipment and consumables to the administration department. Such requisitions are compiled and processed by purchase/maintenance committee and submitted for consideration of the principal.

The Library is fully automated using NewGenlib open source software. The operations of the library i.e. issue and return of books is done through the barcode system. The books are labelled with a barcode. The library remains open from 8.00 am to 5.00 pm everyday day except sundays and public holidays. The library follows open access system. Borrowing limit of 2 books for F.Y.Bcom and S.Y.Bcom students, 3 books for T.Y.Bcom students and 5 books for Mcom students. The students who scores 60% and above in their previous examination are given one additional card known as "Scholar Card".

The sports facilities in gymkhana hall and fitness center are periodically maintained after thier warranty period with the help of carefully selected service providers. There is a dedicated multitasking staff assigned to department of sports who supervises the maintainance of sports ground, gymkhana hall, fitness center, sports and fitness equipment etc. under the guidance of Director of Physical Education and Sports.

All purchases and major repairs to infrastructure are scrutinised by the respective committees and approved by the Local Managing Committee. Budget for infrastructure augmentation and maintenance is prepared and approved before the beginning of financial year. A minimum of three quotations are compulsorily obtained which are then scrutinized carefully by a duly-constituted Scrutiny Committee. Based on the report of the said Committee, orders are placed for the equipment. The records of new equipment delivered by suppliers is kept in stock register on regular basis.

The Institution has received funds under RUSA which have been utilized for renovation/repair of existing physical infrastructure (including staffroom and washrooms) and for the construction of new classrooms. Annual Maintenance Contracts (AMC) are found to be extremely costly given the use of various equipment during Covid times. Hence, most equipment is maintained on need basis with carefully selected service providers. Washrooms and premises are maintained through regular daily cleaning by wet cleaners appointed on outsourcing basis.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 17.35

5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
81	128	97	142	68

File Description

Document

upload self attested letter with the list of students sanctioned scholarship

[View Document](#)

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 26.29

5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
91	204	107	152	224

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

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 73.83

5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
619	543	474	93	483

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

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

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of student placement during the last five years (Data Template)	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 99.55

5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 222

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education (Data Template)	View Document
Any additional information	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 100

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
01	04	03	01	06

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
01	04	03	01	06

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 61

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

2020-21	2019-20	2018-19	2017-18	2016-17
02	11	28	9	11

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	View Document
e-copies of award letters and certificates	View Document
Any additional information	View Document

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

Response:

The students Council of the institution consist of General Secretary, cultural secretary, sports secretary, ladies representative, class representatives and university representatives. The college students through the election process duly elect the members of the student's council. The elected members of the student's council are administered the oath during the council inauguration function. However, as council elections could not be conducted due to covid pandemic, no student council was constituted for the academic year 2020-21.

The student's council plays an important role in organisation of annual cultural activities like Ghumat aarti, Cultural feast, Fun week and Equinox. The student council also takes a lead for participating in inter collegiate competitions.

Students are also given the opportunity to be a part of various other committees of the college like Canteen committee, College Gymkhana committee, Anti-Ragging committee, Committee for the Prevention of Sexual Harassment of Women at the Workplace (CPSHW), Complaint committee to deal with sexual harassment of Women at the workplace, Students Aid Fund Advisory committee, NSS Advisory

committee, IQAC and Rotaract Club of Narayan Zantye college. The students in these committees get a chance to communicate the student's perspective on issues and learn the skills of decision making and leadership.

The students also contribute actively in making wallpapers. The Gender equality Champions, NSS volunteers and NCC Cadets undertake different social outreach programmes such as Swachata Abhiyan by cleaning public places and places of worship like temples and mosque, blood donation, tree plantation programme, plastic bottle collection drive, Making and distributing paper and cloth bags, creating beautiful utility objects from waste material which help reduce use of plastic. The NSS volunteers also annually attend a 7 days residential camp in rural areas and undertake various community projects and participate in programmes for self-development.

Cloth mask made by NSS volunteers and NCC cadets were distributed to people and inmates of Covid shelter at college campus in times of Covid pandemic.

The Rotaract club of the college undertakes various activities like self-defence training, Celebration of road safety week, joy of giving, hand washing programme and personality development workshops for the students.

The students also actively participate in various inter class tournaments like football, cricket, kabaddi, kho-kho and athletics organised during the year. Activities like celebration of Yoga Day, Fit India run, Plog run are organised by NSS unit and the department of sports to promote health and fitness among students.

Various committees like cultural forum, red ribbon club, entrepreneurship development cell, consumer welfare cell, green audit cell, skill development cell engage the students through different workshops and inter class events like poster competition, quiz, essay writing competitions and field trips. Such activities help to identify and nurture the skills and latent talents of the students.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 51.2

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

2020-21	2019-20	2018-19	2017-18	2016-17
4	59	84	52	57

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

5.4 Alumni Engagement

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

Response:

Zantye College Alumni Association:

The Alumni Association of our college is a vibrant association. It is registered under Society's Registration Act 1860 (Central Act 21 of 1860) on 8th July 2020 vide registration number 122/GOA/2020. The Managing Committee of the Alumni Association is formed for a tenure of two years. The Executive Committee Meeting is held twice in a year. The Annual General Body Meeting approves the financial statements and Plan Programs for the Next Academic Year.

Alumni Contribution:

Every year the final year outgoing students contribute Rs 50 towards membership fees. Ex-students also helps in providing career counseling, internship, coaching of competitive examination, Guiding the Students and providing financial assistance to the students for further studies. They also help in the development of the institution through Various initiatives:

1. Installed scholarship to the meritorious student,
2. Sponsored trophies for the interclass sports Tournament,
3. Tree plantation programme in the college campus,
4. Helping hands while organizing programmes in the village,
5. Assisting at the time of Special NSS Camp organized in the village.

The alumnus are invited by various Cells, Units and Departments of the college to share their experiences which motivates present students for further studies and also helps in development of their personality. Various Cells, Units and Departments like Career Guidance & Placement Cell, and Department of Physical Education, NSS Unit invite eminent alumni as guests, resource persons and judges for various college events. There is representation of Ex-Student on the IQAC Committee. The college also maintains contact with its alumni through email, the website and social media.

Installation of Scholarship:

The Alumni Association has installed two permanent scholarships titled “Zantye college Alumni (Ex-Students) Association Award” for students who stands first at T.Y.B. Com Examination and who stands Second at T.Y.B. Com Examination every year in the college.

Alumni association contributed Rs. 42257 towards Scholarship fund.

Financial Contribution to Fight against Covid-19:

Ex- Students of our college came forward and contributed and Raised fund worth Rs. 60611/- towards purchase of Oxi meters the same were distributed during Pandemic Crises.

Audit of Financial Statement of Narayan Zantye College Alumni Association:

Every year the financial statements of alumni association are audited by Chartered Accountant. Audited receipt and Payment Account for the year ended 31st March is placed before Annual General Body Meeting for the approval and confirmation.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

File Description	Document
Upload any additional information	View Document
Link for any additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

Narayan Zantye College of Commerce was established in the year 1994 by Zantye Brothers Educational Foundation, Bicholim, Goa. The college is committed to provide best possible educational facilities to the students of Bicholim and surrounding areas. The college has consolidated its position in the field of higher education in Goa through its consistent and commendable performance in academics and co-curricular activities.

The Governing Council is the apex body which manages the functioning of the college through its Local Managing Committee (LMC). LMC plans policies and executes developmental activities of the college by setting goals and participative decision-making process in tune with the vision and mission of the college.

The Governing Council, Local Managing Advisory Committee, the Advisor, the Principal, IQAC, the HOD and the faculty play a pivotal role in designing and implementation of its quality policies in teaching, learning, research and extension activities. The formal and informal arrangements in the institution to coordinate the academic and administrative planning and implementation reflect the efforts of college in achieving its vision.

All the stakeholders of the institution work by keeping students as the focal point. The functioning of the college is fully transparent and democratic and teachers get representations in decision-making process through various committees. In consultation with LMC and IQAC, college makes the key policy decisions and considers important proposals for the development of the institution.

The perspective plan of the college was prepared after the completion of the first cycle of NAAC by keeping in mind the future needs of the college. In order to implement and achieve the perspective plan, Principal and staff devise the action plan for each academic year and place before the LMC for approval.

The IQAC meetings are held to discuss the action plan with regard to the academic, co-curricular and overall development of the college. As per the action plan, committees undertake different activities throughout the academic year to fulfil the vision and mission of the college.

College has been effectively working to achieve the objectives mentioned in the perspective plan and to accomplish the recommendations made by the previous cycle NAAC peer team. Accordingly, college organizes academic and co-curricular activities for the development of the institution.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

Our college practices the decentralization and participative management system. Accordingly, college follows this practice in its academic and administrative tasks through various committees. Important policy-making decisions are taken by these committees.

Before the commencement of each academic year committees are constituted. There are more than 40 committees formed each year which include teaching staff and non-teaching staff. Some committees also have representation of students. Committees like IQAC, Examination and NSS Unit are headed by women faculties. Every committee has the freedom to prepare its plan and decide implementation strategies.

Infrastructure Maintenance Advisory Committee and Purchase Committee forward the requirements to the management for approval and accordingly the action is taken. NSS unit, Alumni association, Rotaract club plan their activities independently and after getting it approved from the Principal, activities are conducted by these committees.

The committee meetings are held as and when required for the implementation and organization of activities. A report of activities of the committees is prepared and presented before the Local Managing Advisory Committee at the end of every academic year.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

After first cycle of NAAC, college management has strenuously worked upon the recommendations of NAAC. Accordingly, with the help of suggestions from stakeholders, strategic plan was prepared for the next five years- 2015-16 to 2020-21. As per the future requirement, top priority was given to the construction and extension of the building.

Following infrastructure development work has been completed under RUSA scheme:

1. The canteen was renovated with additional seating capacity.
2. Second floor was constructed with 08 additional classrooms.
3. A new computer lab was created with 50 seating capacity.

4. Multi-purpose hall was renovated with acoustics and LED lighting.
5. Garden area of the college was beautified.
6. Additional CCTV cameras were installed at strategic points in the college campus.

The college RUSA committee played a significant role by submitting various proposals to the UGC. Simultaneously, members of Governing Council shouldered lions share in this herculean task. The entire process of construction and campus beautification was very transparent and implemented through the E-tendering process. The transactions were managed through PFMS and Fund Tracker, Government of India.

File Description	Document
Upload any additional information	View Document
strategic Plan and deployment documents on the website	View Document
Paste link for additional information	View Document

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

Response:

The institutional bodies looks after the overall functioning of the college.

Governing Council: Governing council is the apex body consisting of managing trustees and co-opted members. It has the power to appoint, promote the teaching and non-teaching faculties as per the rules and regulations laid down by the Goa University, the Government of Goa and the Directorate of Higher Education.

Local Managing Committee: The LMC consists of resourceful, learned and experienced personalities who ensures that quality education is imparted in the institution. LMC meetings are held twice a year, where members discuss the academic progress of the college and give suggestions on half to the Management for the upgradation of teaching- learning process.

College Advisor: The College advisor is appointed by the management to act as the advisor and supervise the overall functioning of the college. He actively participates in guiding and advising the Management and the college in important matters related to the administration, teaching-learning and development of the college.

Principal: Principal, as the Head of the institution pays special attention for smooth functioning of administrative and academic activities of the college. Head of the department, teachers-in-charge, Head Clerk and accountant assist him in this task.

The IQAC monitors various activities organised in the college. The college administrative department looks into the work related to admission, examination, eligibility, maintenance of the daily work record and interacts with stake holders, University, Government offices, etc.

Service Rules, Procedures, and Recruitment:

The Institution strictly adheres to the recruitment procedures specified by all statutory bodies such as UGC, Directorate of Higher Education, Goa University and Government of Goa to the extent applicable to the Institution. The selection procedures are transparent and devoid of favour or discrimination.

The teaching and non-teaching staff are governed by the service conditions specified by the UGC, Directorate of Higher Education, Goa University and Government of Goa. This includes promotions/career advancement, leave entitlement, medical reimbursements of the teaching and non-teaching staff.

Grievance Redressal Mechanism:

There is an effective grievance redressal mechanism for examination and gender-related issues. The college has formed a Grievance Redressal Committee for students to address their complaints and to resolve them. The responsibilities of the employees are well defined and a cordial atmosphere is maintained at the work place. There is a separate Committee for Prevention of Sexual Harassment of women at workplace, whose objective is to prevent cases of harassment and to look into grievances of girl students.

Anti-Ragging committee is also constituted to work on the cases related to ragging. A monthly report is sent to the university and Directorate of Higher Education regarding the issues about ragging in the college campus and the action taken if there are any such cases along with the action taken report.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document
Link to Organogram of the Institution webpage	View Document

6.2.3 Implementation of e-governance in areas of operation

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP (Enterprise Resource Planning) Document	View Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

Welfare measures for teaching staff include: gymnasium facility, LTC, Leave as per University Statute, medical reimbursement, tuition fee reimbursement of children, travelling allowance, reimbursement of participation fee in seminars & workshops, canteen facility, safe drinking water, Staff Welfare Fund (contributed by Teaching staff), free Wi-Fi internet facility, lending of library books for pursuing research and parking space facility.

Non-teaching staff is also provided facilities such as LTC, Leave as per CCS Rules, medical reimbursement, tuition fee reimbursement of children, travelling allowance, canteen facility, safe drinking water and parking space facility.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 55.52

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

2020-21	2019-20	2018-19	2017-18	2016-17
3	16	13	14	10

File Description	Document
Upload any additional information	View Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 3

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

2020-21	2019-20	2018-19	2017-18	2016-17
02	02	03	03	05

File Description	Document
Upload any additional information	View Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 17.95

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

2020-21	2019-20	2018-19	2017-18	2016-17
05	06	06	00	01

File Description	Document
Upload any additional information	View Document
IQAC report summary	View Document
Details of teachers attending professional development programmes during the last five years	View Document

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

Response:

A. Performance Appraisal System for teaching Staff:

At the end of every academic year, academic performance indicator and performance-based appraisal forms are taken from teaching staff by the IQAC. This proforma is provided by the UGC through Goa University amended from time to time, which is forwarded to the principal for further action.

The self-evaluation focuses on Educational Qualifications, Courses taught at the undergraduate levels, attendance in workshops, conferences, orientation, and refresher courses, the number of research papers that have been presented at conferences/seminars, publication of research articles in journals and chapters in books. Feedback of teaching staff is also taken from students using structured questionnaire through google forms at the end of every academic year.

The appraisal reports and the feedback taken from students are analysed and discussed with individual staff member. Based on these appraisals and feedback, Principal guides and motivates the faculty for better performance. FDPs are planned for the faculty. The faculties are encouraged to take up research projects and deputed for orientation, refresher programmes, short term courses etc. Also, IT infrastructure is enhanced for better teaching learning experience.

B. Performance appraisal of Non-Teaching Staff:

Performance appraisal for non-teaching staff of the institution is undertaken every year. Efforts are made to improve their capabilities and performance through periodical trainings.

College has conducted staff development programs for the non-teaching staff. They are also deputed to attend such programs/trainings organised by the Directorate of Higher Education and other colleges.

File Description	Document
Upload any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The Institution conducts both internal and external financial audits.

A well-defined mechanism is in force for financial audit to have discipline and transparency in financial management. The accounts of the institution are subject to internal and external audit.

Internal Audit: The internal audit is conducted annually by an approved auditor appointed by the Management, R. L. Bhohe & Company, Panaji, Goa conducts an annual internal audit, which examines all college revenues and payments. They present an audit report to the management along with an audited statements of final accounts.

External Audit: The external audit of the college is carried out by Directorate of Higher Education (Government of Goa) periodically. Audits carried out by the government through the Directorate of Higher Education ensures proper maintenance of assets/documents/audited statements as per the statutes and guidelines till 2017-2018.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: 0

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The financial resources are useful for any institution to develop and promote the academic ambience in the campus. The college receives salary grants and non-salary grants from the Government of Goa. Besides, the college is eligible for UGC grants and RUSA grant from state government. College also generates revenue from the self-financed M.Com programme.

The college is generating corpus funds by organising various short-term certificate courses like Tally package.

The Principal constantly encourages its faculty members to apply for research grants offered by various funding agencies.

Resource Mobilization Policy and Procedure

College mobilizes financial resources like funding from RUSA, UGC grants, contribution by management, Alumni, PTA and teaching staff.

Optimal Utilization of Resources

Officially appointed Multi-Tasking Staff looks after the cleanliness of the classrooms and the College campus. As per the priority and advice of the Governing Council and the LMC, the funds are utilized for infrastructural development, ICT tools and for the purpose of upgradation.

Funds are utilized through optimally by following guidelines of Directorate of Higher Education (DHE). The college infrastructure and campus such as gymkhana hall and playground are made available to different colleges, NGOs and Government offices.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.5 Internal Quality Assurance System**6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes****Response:**

Our college IQAC is consistently working to maintain the quality culture in its all spheres of the college activities by channelized efforts towards promoting holistic academic excellence. The IQAC monitors the implementation of vision and mission of the college. It has been trying to institutionalize number of quality assurance strategies such as digitization of academic and administration facilities, strengthening extension activities, etc. Such two initiatives are:

Developing Quality Culture among Teachers

Since the first cycle of the NAAC, the IQAC has been promoting quality culture in overall activities of the college. It is a very clear fact that if we want the outcome-based education, the quality of teachers should be upgraded.

The IQAC ensures that faculty members attend seminars, workshops and conferences at state, national and international level. Faculty Development Programmes are organised by the IQAC for upgrading the quality and calibre of teaching faculty. It also organises training programmes for non-teaching staff.

The faculty members are motivated to present papers in conferences and publish papers in national and international journals. Our faculty member is on the Editorial Board and the Review Board of International journal.

The faculty members are encouraged to attend orientation programmes and refresher courses as well as to undertake various Swayam courses under the MHRD portal. Teachers have also contributed modules towards e-content of project DISTAVO (Digital Integrated System for Holistic Teaching and Virtual Orientations), an initiative of Directorate of Higher Education, Government of Goa.

ICT Teaching:

The Institution constantly strives to achieve excellence in teaching-learning outcomes and supports this initiative by providing state-of-the-art resources wherever required. The College aims to create and disseminate knowledge through the use of ICT tools, which will empower faculty and students. Our college campus is Wi-Fi enabled.

All classrooms are equipped with LCD projectors. Smart Projectors are installed in some classrooms. Teachers in the college are encouraged to utilize the modern Information and Communication Technology (ICT) tools such as, LCD Projectors, Power Point Presentations, etc. for effective classroom teaching. Group discussions, Power point presentations by students, group-based and individual activities, practical based assignments, field trips and industrial visits are made mandatory as a part of courses in order to motivate the students to gain practical knowledge and to equip them with necessary skills which are necessary for their profession/career.

Library provides e-library facility to access online resources subscribed by the college and also, to provide access to open resources. Our collegeLibrary is fully automated with the NEWGENLIB software(OSS). Bar code reader is used to issue and return library books. Display T.V. in the library highlights resources available and the new arrivals.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations

and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

The approach of IQAC has always been focused on student-centric teaching-learning process. IQAC complements the teaching, learning activities and incorporates the required changes after taking the reviews and suggestions and suggests gradual and regular improvements, upgradation and addition of the requisite material, equipment, and infrastructure. Therefore, our college has identified two examples of institutional reviews and implementation of teaching learning reforms facilitated by IQAC since the first cycle of the NAAC.

Outcome Oriented Teaching

The management has always been emphasizing on the placement of the students of the college. Therefore, as per the discussion in LMC and IQAC meeting, it was unanimously decided to introduce the various certificate courses in addition to the regular teaching learning methodologies.

College has organised numerous curriculum-oriented courses for the last five academic years. These courses help students to become familiar with the application of their classroom learning. To provide quality education, the college has signed official MoUs for these certificate courses. Apart from the talks, workshops, seminars, FDPs are organised on quality issues for the teaching faculty and non-teaching staff.

To review teaching-learning process, the IQAC collects teaching plans from all the faculty members every year. Teachers' diary and students' diary are issued at the beginning of the academic year.

Transforming Traditional Classrooms to Digitized Classrooms:

In the last phase of the NAAC cycle, college sloughed away its traditional teaching-learning methods. The IQAC, in accordance with the productive suggestions of LMC, acutely chalked out the transformation of the traditional classrooms into digitized one. Gradually, the chalk-duster and blackboard teaching amalgamated with the LCD projectors. Now, the classrooms are witnessing the joyful learning and a better understanding by the students. During the covid-19 pandemic situation, online classes were conducted through google meet. Google classroom and WhatsApp groups were created for dissemination of information.

The online feedback method is helping students to communicate their queries with the teachers and Principal, directly.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Upload details of Quality assurance initiatives of the institution	View Document
Upload any additional information	View Document
Paste web link of Annual reports of Institution	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

The institution has initiated several measures for the promotion of gender equity in curricular and co-curricular activities. All essential facilities are provided on the campus.

The college is a co-education institution, with maximum strength comprising female students. The institution is sensitive towards women issues and therefore has laid significant emphasis on gender sensitivity. The policy guidelines of the college relating to admission, recruitment and administrative and academic functions are gender neutral.

Curricular activities

For S.Y. B. Com, courses like Entrepreneurship Development and Indian Economy cover specific topic highlighting role of women. T.Y. B. Com students have completed research projects related to women.

Co-curricular Activities

The institution organizes guest lectures and workshops on health and hygiene, Self-defence techniques for girl students.

Women Development Cell and Skill Based Courses Committee empower girl students with adequate skills. For instance, Self- defence training programme was organised in collaboration with Police Department.

Internal Complaints Committee conduct awareness sessions for students and staff for prevention of sexual harassment, procedure and the redressal mechanism.

Ladies Representative is elected to the Students` Council to represent issues related to the girl students.

Female faculties are deputed as N.S.S Program Officers to accompany girls for N.S.S camps.

A number of important Committees are headed by women including Head Clerk which spells out the initiative of the institution to empower women and maintain gender equality.

Facilities on the Campus

Discipline Committee continuously monitors the discipline on the campus. College campus is fully covered with natural lights and ventilation. College building is monitored by CCTV surveillance to ensure safety of staff and students. CCTV is placed at strategic locations. First Aid facilities are made available. Fire Extinguishers are placed in accessible areas of the college. External security of the college is ensured by full time security guards. For major cultural programs, the College gets assistance from Bicholim Police Department for maintaining discipline.

The college has appointed a full time counsellor to address the issues of students and to look into personal and study related issues faced by them. To counsel the students on any relevant problem they face like concentration, relationship issues at home or college, so that student feel secure to study and progress in a harmonious environment. A separate counselling room is provided.

The college has an effective mentoring system in place. Objective of mentoring is to keep track of students progress and counsel them accordingly for academic and personal guidance.

College organizes Open day at the end of odd Semester. On this day, Mentors of students of respective classes meet the parent/guardian in order to discuss results and overall performance and to ensure their result improves in the even semester.

A spacious and well-ventilated common room is available for girl students with adequate number of washrooms and fowler bed. Electric Sanitary Pad vending Machine and Storage Incinerator are installed in the girls washroom to provide affordable access to sanitary and hygienic disposal mechanism. House-keeping staff cleans the common room regularly.

File Description	Document
Link for annual gender sensitization action plan	View Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: D. 1 of the above

File Description	Document
Geotagged Photographs	View Document
Any other relevant information	View Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

- Solid waste management

Zantye college has adopted and implemented requisite measures to properly and safely dispose- off the waste generated at the campus. The college has a sprawling green campus and gives top priority to keep campus clean and eco-friendly .The faculties and students are regularly advised to reduce waste. Dust bins are kept in the classroom, corridors,canteen and other important locations. Students put the waste in separate bins kept at different places. The waste from this bins are emptied and disposed by the house keeping staff .

The waste generated both bio degradable and non-biodegradable are handed over to the Karapur Sarvan Village Panchayat, for onward disposal through proper disposal measures.

Components like Pet Bottles and Cardboard are sold off for recycling.

Newspapers are preserved over the year for reference purpose and are sold off at the end of the academic year by inviting quotations. At functions guest are gifted with fruit basket rather than bouquets .

- Liquid Waste Management

Wet waste from the canteen is disposed off in the pit dug for the purpose. Vegetable waste is given as cattle feed. At present , the college has installed simple leaf composters to generate excellent quality manure and avoid contributing to global warming by burning biomass.

- E-waste Management

In the College most of the E-waste is stored in the Store room for further disposal.

File Description	Document
Any other relevant information	View Document
Link for Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

- 1.Rain water harvesting**
- 2.Borewell /Open well recharge**

3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: E. None of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Link for any other relevant information	View Document

7.1.5 Green campus initiatives include:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

Response: C. 2 of the above

File Description	Document
Various policy documents / decisions circulated for implementation	View Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document
Link for any other relevant information	View Document

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

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

Response: B. 3 of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document
Any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

- 1. Built environment with ramps/lifts for easy access to classrooms.**
- 2. Divyangjan friendly washrooms**
- 3. Signage including tactile path, lights, display boards and signposts**
- 4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
- 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Response: C. 2 of the above

File Description	Document
Any other relevant information	View Document
Link for any other relevant information	View Document

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

It has been a continuous effort of the institution to promote inclusiveness in all fields and this is reflected in the diversity amongst the students vis-à-vis caste, language, religion, state of origin, and socio economic backgrounds. Acceptance of diverse culture among faculty and students is the accepted norm of the institution. To celebrate diversity and promote an inclusive environment Various Programs and activities are undertaken.

They are as follows:

Socio- cultural Activities- To promote the understanding of rich Indian cultural heritage, the college organizes an Annual Cultural Inter- Collegiate event 'Equinox 2k '. The college also organizes inter- class events. Both events comprising of various on stage and off stage competitions ,every year to showcase talent of students and encourage them to present cultural diversity through dances and songs.

Celebration of Festivals- Students celebrate various festivals with great enthusiasm. Festivals like Ganesh Chaturthi and Navratri are celebrated in college. On the occasion of Ganesh Chaturthi, Inter- class Ghumat Arti, Rangoli, Mehendi and Eco-friendly makar making competitions are organized to promote regional and communal harmony.

To worship the Goddess of knowledge , art and creativity Saraswati Poojan is also celebrated. College staff celebrates Navratri the festival of colours with enthusiasm on all 9 days.

Traditional day-Fun week is celebrated annually to commemorate the cultural diversity in India. As a part of the fun week , the students' council celebrates traditional day every year. Students from diverse cultures

come to college dressed in their traditional attire showcasing unity in diversity.

On the occasion of Independence day, Inter- higher secondary Patriotic song singing competitions as well as inter- class theme based Song/ dance competitions are organized every year to instill patriotism among the youth.

The college has been providing quality education to students of all faiths and communities. The students are provided opportunities based on their merit to seek admission in the college. In order to help the economically weak students, financial assistance (freeship) is provided for pursuing higher education.

For needy and deserving students payment of fees in installment is given.

Under the 'Joy of Giving Programme' NSS Volunteers donated stationary items to Keshav Seva Sadhana school for special children and to the students of Government Primary school, Sarvan, Bicholim, Goa.

Ek Bharat Shreshtha Bharat- (EBSB)

Under this programme, the state of Goa is paired with the state of Jharkand . The paired institutions are organizing various activities such as celebration of EBSB day learning language and culture and student exchange etc. The college has successfully implemented the initiative of the Government of India 'Ek Bharat Shrestha Bharat' to promote co-operation and mutual understanding among people with varied cultural background through a committee constituted for the purpose.

Students participate in different camps at the National level- Students are deputed to participate in National Youth Convention Camps organized by the Ministry of Sports and Youth Affairs, Government of India. They are deputed to participate in Pre -Republic Day Parade Camp and Adventure Camp under programme of 'Ek Bharat Shrestha Bharat' of India.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document
Link for any other relevant information	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

The Institution informs the students and employees about their Constitutional obligations, namely values, rights, duties and responsibilities on a regular basis. Infact , one of the goals of the institution is to empower youth of the college to be responsible citizens of the country through holistic education. It is the belief of the institution that along with academic teaching and learning, it has to impart holistic education to make the students understand their constitutional obligations towards the nation.

Some of the efforts taken by the Institution in this regard are as follows:

Based on the principle of Universal Adult Franchise, National Voter 's Day is observed on 25th January ,along with the Voter's pledge taking ceremony by the college students. Voter Awareness and Maximization Programmes are organized to encourage the youth to take part in the electoral process.

DAYS OF NATIONAL IMPORTANCE:

On the occasion of Republic Day together with the flag hoisting and inspiring addresses Bhahubhashik Kavi Sammelan is organized. Students are enlightened about Freedom Fighters sacrifices towards the country's freedom and their devotion towards the nation. Republic Day is celebrated every year on 26th January , has special significance.

Independence Day is celebrated on 15th August as a national day. This day is celebrated by hoisting flag and remembering the sacrifices of freedom fighters. On this day, inter- higher secondary patriotic song singing competition, inter- class patriotic or theme based dance competition and poster making competitions are organized . This not only enlightens the students about their obligations towards the nation but creates a strong sense of patriotism.

Goa Liberation Day: This day is celebrated on 19th December when Goa got liberated from Portuguese rule and integration of the State of Goa into the Republic of India. The NCC unit of college conducts a parade on the campus

Gandhi Jayanti- 2nd October is celebrated to commemorate the birth anniversary of Mahatma Gandhi as well as celebrate his life that serves as a guiding path for several people in India, as well as across the world. Many activities are organized which depict Gandhi's philosophy and his Ideologies of Truth and non-violence.

NCC and NSS activities: As a part of their activities, the cadets are taught the values, rights, duties and responsibilities of citizens. NSS day aimed at developing students personality through community service .The students of college take the pledge for peace and communal harmony to solemnly abide by the fundamental premise on which our country is established secularly.

The NSS Unit in collaboration with Blood Bank, Goa Medical College organizes the Blood Donation camp every year .Distribution of cloth and Paper bags to various stake holders, cleanliness drive ,demonstration of hand wash, talk on health and hygiene are organized to educate the students about the importance of hygiene and protection of the environment.

Under the Swatch Bharat Abhiyan , the NSS Unit has adopted Sarvan village and conducted cleanliness drives etc. at the village.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	View Document

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

Response: C. 2 of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	View Document
Code of ethics policy document	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

As announced by the Ministry of Education, UGC, Goa University and Directorate of Higher Education, the College celebrates memorial days. Some additional International and National Days and some important festivals are also celebrated. The aim of celebrating International Days are to build awareness about specific issues.

The most important National Days are Independence Day, Republic Day, and Goa Liberation Day, and these are celebrated every year with patriotic speeches and songs.

The College celebrates International Yoga Day on 21st June. The NSS unit and Sports Department in collaboration with Patanjali Yog Samiti organizes workshop on Yoga for the students and staff. Various asanas and pranayama are performed by the faculty and students to highlight the importance of exercises for a healthy mind and body and keep tradition alive.

International Women's Day is also celebrated on 8th March 2021 by recognizing the efforts of women staff in college. Further a talk on Sexual Harassment was delivered.

Guru Purnima is celebrated, teachers are felicitated by students. Songs, dances, acts etc. are performed by the students in gratitude of their teachers.

The National Voters' Day was celebrated in the College by the Voters Awareness Cell and the NSS Unit. To promote democratic electoral participation, the National Voters' Pledge was taken by the staff and students on this day. The students also recorded audios while taking the pledge and the same was received

by the nodal officer during COVID pandemic.

The NSS wing of the College celebrates NSS day and creates awareness among the NSS Volunteers about NSS.

- The NSS Unit regularly and actively participates in Swachhat aabhiyan and Poshan Maah .NSS volunteers undertake cleanliness activities during Swachhata abhiyan and During Poshan Maah ,Volunteers create awareness regarding improving the nutritional status.

Birth anniversaries of great national leaders, are celebrated to pay respect to these leaders.

National Youth Day is celebrated on 12th January annually, on the birth anniversary of Swami Vivekananda. The College conducted a Personality Development Workshop in the premises underpinning his ideologies

Gandhi Jayanti is celebrated on 2nd October. On the eve of Gandhi Jayanti, cleanliness drive at places of worship are undertaken by NSS volunteers.

Teachers' Day is celebrated on 5th September to commemorate the birth anniversary of Dr. Sarvepalli Radhakrishnan. Teachers are felicitated, various activities and games are organized by the students for the teachers.

On the occasion of Raksha Bandhan ,in 2019, 150 Rakhis along with a short message were sent to Indian jawans at Maratha Regiment, Belgavi Center, Karnataka.

An inter-class eco-friendly makar making competition was held to encourage students to reduce the use of plastic and thermocol in decoration. Inter-class Ghumat Aarti competition was also organized .

On 26th Aug 2020 ,Photography contest was organized by Rotaract club on occasion of Ganesh Chaturthi. This activity was undertaken to encourage the upcoming photographers to participate in contest and show their talent.

File Description	Document
Link for any other relevant information	View Document
Link for Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices

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

Response:

Best Practice 1

1. Title of the Practice

Community Service

2. Objectives of the Practice

- i. To render valuable human services by making use of the available resources for the benefit of the society.
- ii. To create awareness about the importance of blood donation, health, environment preservation and other social issues.
- iii. To provide the College infrastructure and equipment free of cost to the NGOs, Schools, Higher Secondary Schools and Government Departments for organizing various activities.
- iv. To motivate students in understanding and management of social issues.
- v. To inculcate values of social responsibility, peace and equality among the students.
- vi. To develop and strengthen our linkage with the government bodies and local community.

3. The Context

- i. Our College is located in rural area and surrounded by villages in the mining belt. The closure of mining industry has adversely impacted the livelihood of people. Therefore need was felt to create awareness about importance of environment, health and other areas of social change.
- ii. Government departments and NGOs are facing space, infrastructure and manpower constraints in this locality. Since the College is well-equipped with facilities like clean water, sanitation, spacious classroom, playground, seminar hall, gymkhana and open air auditorium it is utilized for the betterment of society.
- iii. To cope with the challenges posed by the pandemic specially for those who do not have social safety net and were hit the hardest.

4. The Practice

The institution organizes various camps and awareness drives for the betterment of the society. The college provides spacious and well-maintained infrastructural facilities to the community free of cost. The Management, Staff and Students in association with different clubs, government departments and NGOs volunteer for undertaking social upliftment projects.

During pandemic, appropriate projects were implemented with the active involvement of all the stakeholders. Moreover teaching and non-teaching staff performed their duties as Frontline Workers.

A. Activities of the NSS and NCC Unit

The NSS Unit in collaboration with Blood Bank, Goa Medical College and Rotary Club of Panaji-Riviera have organized Blood Donation Camps. Seven days Special NSS Residential camps were held. 'Joy of Giving', 'Cleaning of Places of Worship' and various projects for environment preservation were undertaken. Under 'School Students Teaching Project' volunteers guided and assisted academically weak students.

Similarly stitch a mask, fitness run, yoga and video making competitions were organized.

B. Rotaract Club of Narayan Zantye College of Commerce

Rotaract Club of Narayan Zantye College of Commerce was installed in the academic year 2016-17 under the guidance of Rotary Club of Panaji-Riviera. Under this, projects like Seed distribution, Hand Wash demonstration program for school students, distribution of Sanitary Napkins, Free Cataract Detection Camp and Cleanliness drives were undertaken.

C. Departments and Clubs

Library membership is kept open for the Public and Alumni. Red Ribbon Club created awareness on AIDS. Alumni Association and Staff generously contributed Rs.60611/- to buy Oximeters which were donated to nearby schools. Department of Sports conducted coaching camps and competitions.

D. Best Utilization of the College Premises

Our College volunteered to be a designated shelter home for the homeless migrant workers from 18th April 2020 to 22nd September 2020. College Gymkhana was designated as Vaccination Centre.

The College playground and Multipurpose Sports Complex were provided to the nearby Schools, Higher Secondaries and NGO's for organizing various events. The College premises were requisitioned for the purpose of conducting General Elections.

E. Outreach activities for the benefit of Keshav Seva Sadhana Narayan Zantye School for Special Children

Under the 'Joy of Giving' project, stationery items were donated to the Special Children. College ground was provided to them for sports activities. 'Rakhees' prepared by the special children were purchased by our staff and students.

5. Evidence of Success

1. The College has executed a number of schemes and projects of the Government.

2. Blood donation camps have helped to save lives of the people.

3. During pandemic our college being a shelter home, served interest of the vulnerable sections of the society and contributed in reducing their suffering. It helped to lower their stress and made their stay comfortable.

4. It has developed and strengthened the values of social belongingness, selfless service and build leadership qualities amongst the students.

5. Importance of healthy lifestyle, disease prevention and physical fitness has been emphasized.

6. Awareness on environment preservation has been created.

6. Problems Encountered and Resources Required

1. In spite of manpower, space and resource constraints, our College has tried to do its best in undertaking various social activities.

2. Paucity of funds has restricted the activities as there is no funding from the government specifically designated for the projects.

3. At the beginning of the pandemic, there was opposition from the locals for offering our College premises as shelter home to the homeless migrant workers as there were lot of misconceptions regarding nature of COVID.

4. The College administrative staff performed their duties amidst the stay of inmates in the institution.

5. Pandemic hindered undertaking activities in the physical mode.

Best Practice 2

1. Title of the Practice

Financial Assistance to the Needy and Deserving Students

2. Objectives of the Practice

- i. To financially support the needy and deserving students.
- ii. To identify students having potential and interest in pursuing studies.
- iii. To seek community support by encouraging generous contributions from the Social Clubs and Well – wishers.

iv. To create awareness about various Freeships/Scholarships and Awards available at the College so that maximum number of students benefit from it.

3. The Context

The College provides financial assistance to the needy and deserving students every year. Efforts are made to reach out to large number of students in order to reduce the drop-out rate and secure gainful employment.

It is found that many students come from low income families and are first generation learners. Therefore they are unable to arrange finance on their own or through banks.

Further due to the closure of mining activities, people in Bicholim and surrounding areas have lost direct as well as indirect income earning avenues. In the absence of sufficient cash inflows, students may be forced to leave education.

Therefore the institution has shouldered the responsibility of lending financial support to promote skill formation and learning. Freeships, Scholarships and Awards are given irrespective of caste, religion, gender etc. so that the students can have a level playing field.

4. The Practice

Our Management, Staff, Ex-Principal, P.T.A, ALUMNI and Well -wishers have kept Fixed Deposits and interest earned on them is distributed to the needy and deserving students in the form of Freeships, Merit Scholarships and Memorial Awards. Accordingly the college has maintained Freeship Fund Account and Merit Scholarship and Memorial Award Account. Since the inception of the college, the Principal and Staff took efforts to approach philanthropists who donated generously to meet the financial requirements. As a result sizeable amount of funds have been raised.

Rotary Club of Panaji Riviera, Panaji-Goa has generously offered Freeships to the students. The Bicholim Urban Co-operative Bank Ltd., Bicholim and Deendayal Nagari Sahakari Pathsanstha Maryadit, Bicholim-Goa have provided financial support as a part of corporate social responsibility.

The College has constituted different Committees to create awareness and provide financial assistance. Freeship/Scholarship Advisory Committee and Students` Aid Fund Advisory Committee play an important role in identifying students. The P.T.A Managing Committee together with the staff decides the eligibility of students for disbursement of financial help under the P.T.A Fixed deposit Fund.

A notice is issued and students are personally informed in the class about the Criteria's / Application form. The Committee members meet the students and verify the income of the family with supporting evidences enclosed. Together with this, discussions are held with the students to know the details of family background.

After ascertaining the needs and students passion for hard work, financial assistance is disbursed. Further the students are sensitized to make proper use of the funds received and continue their education.

This has also helped to recognise students scoring highest marks in different subjects at the T.Y. B.Com. and Post Graduate level as well as those excelling in Sports and Culture.

5. Evidence of Success

- i. The students are able to continue learning and acquire skills essentials for their livelihood.
- ii. It has helped to reduce the financial burden of parents.
- iii. Well-wishers, Social Clubs and financial institutions have given timely assistance.
- iv. Sizeable number of students have received benefit from the funds donated by:-

Freeships Fund installed by the Well- wishers

Scholarships and Memorial Awards Fund by the Well- wishers

Freeships by the Rotary Club of Panaji Riviera, Panaji-Goa.

P.T.A Freeships

Deendayal Nagari Sahakari Path Sanstha Maryadit

The Bicholim Urban Co-operative Bank Ltd., Bicholim

- v. Financial Assistance amounting to Rs.3,50,700 was given to 199 students in 2016-17, Rs 2,46,800 to 109 students in 2017-18 and Rs.4,06,550 to 141 students in 2018-19.

Similarly Rs.4,49,800 was provided to 150 students in 2019-20 and Rs.74,250 to 56 students in 2020-21.

6. Problems Encountered and Resources Required

- i. Identification of needy and deserving students is a challenge as it is based on documents produced.
- ii. Sometimes difficulties are faced by the students to get authentic Income Certificate from the Government Officials due to procedural bottlenecks.
- iii. Reaching out to more philanthropist and institutions is a challenge.

File Description	Document
Link for Best practices in the Institutional web site	View Document
Link for any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Our College has become a preferred centre of learning in the field of higher education in Goa on account of excellence in academic, curricular and co-curricular activities. The institution endeavors to give best training and knowledge in the field of Commerce and nurture moral values and social belongingness among the youth.

Most of our students come from rural areas, belong to the economically weak sections of the society and are first generation learners. Hence the institution has focused on providing opportunities of higher learning by offering Undergraduate course in Commerce, Post Graduate Department of Commerce affiliated to the Goa University and Ph.D. in Commerce through Zantye College Research Centre affiliated to the Goa University. To enhance the competitive skills and widen the prospects for pursuing bright career, our College has been conducting Foundation Course in CMA and CA .

CMA Foundation Course:

Our College is offering coaching for Foundation Course in CMA in collaboration with the Institute of Cost and Management Accountants of India, Chapter at Vasco. To make the course affordable to the students coaching is given at subsidized rates. With the strong support of management and under the able guidance of well-qualified faculty, many students have cleared Foundation Course. Students have also passed CMA Intermediate Group Examination and Final examination. They are well employed in some of the reputed companies in India and abroad.

I.C.A.I. (CPT) Foundation Course:

The College has been accredited as a Coaching Centre by Institute of Chartered Accountants of India, New Delhi to conduct Coaching classes for CPT(Foundation Course) from 2007-08. Orientation is given to the students and this has helped them to make an early entry to into the CA profession.

Post Graduate Department of Commerce:

Our College started Post Graduate course in Commerce on Self- Financing basis affiliated to Goa University from the academic year 2012-13 to offer opportunities of higher learning to the youth. To enhance Classroom Learning and make students employable a Series of Guest lectures titled ` CEO Series' and Webinars are held.

State Level Research paper competition `Anusandhaan' has offered unique research platform for the Post Graduate students. `Conclave 2018' on the theme Educate-Enrich-Enlighten and workshops have added to

the knowledge and required industry skills.

Field Trips, Industry Visits and Study Tours have provided exposure to the actual work conditions. Short term certificate courses and dissertations have added to the knowledge and capacity building of the students. Internships as a part of curriculum has given hands on training to the students

100% results is one of the remarkable achievement of M.Com. Also our students have achieved success by clearing SET/NET, entered teaching profession, pursued Ph. D. and are placed in banking and other sectors.

Zantye College Research Centre

Goa University has given affiliation to our Research Centre in Commerce from the academic year 2012-13. Six students had registered in January, 2013 and they have been successfully awarded Ph.D. They are teachers from various colleges in Goa. Dr. K. G. Sankaranarayanan is the Research Guide and Director of Research Centre.

To promote research culture and enable the teaching faculty to bring out quality research publications State and National Level workshops were organized. One Day State Level Workshop on 'Literature Review in Social Sciences' on Saturday 14th October 2017 was held. Our college in collaboration with Department of Management Studies, Goa University organized Two Days National Level Workshop on 'Panel Data Analysis' on Tuesday 27th and Wednesday 28th March 2018.

As per the MoU signed on 17th December, 2018 between Sant Sohirobanath Ambiyee Government College of Arts and Commerce Pernem -Goa and our College, the Research Centre is now known as CLUSTER RESEARCH CENTRE IN COMMERCE (a part of Cluster Research Centre of S. S. Ambiyee Govt. College, Pernem, Goa). Six students were registered for Ph.D. in commerce under the guidance of Dr. K. G. Sankaranarayanan.

Short Term Certificate Courses:

The College has conducted Certificate courses in Accounting with Tally ERP (9), Practical Banking and other skill based employment oriented courses by charging nominal fees.

Upgraded Infrastructure Facilities:

Under Rashtriya Uchattar Shikshan Abhiyan (RUSA), the College received an infrastructure development grant of Rs.2.0 crores. This has immensely helped in carrying out innovative works as well as upgrading the state of art computer laboratory, acoustics for the spacious multipurpose hall, additional floor for the college, renovation of canteen etc.

A modern, well-equipped Computer Laboratory and a user friendly Library stocked with physical and e-resources has made teaching learning process an interesting experience. Our College subscribes to the UGC INFLIBNET N-LIST Program where more than 6000+ Online journals and more than 1,99,500 e-

books are available for access.

Moreover student centric teaching- learning techniques have been adopted to keep pace with changing times. The institution follows Students Charter to give time bound service while issuing documents to the students. During COVID pandemic, the infrastructure and manpower resources were utilized to undertake a number of social outreach activities.

A philanthropic and forward looking management has always steer headed the institution in right direction. The continuous efforts of the institution to maintain a balance between academic, co-curricular and extra-curricular activities is supported by a team of highly motivated, well-qualified teaching and non-teaching staff. The ALUMNI, parents and well-wishers have played an instrumental role in making this institution a centre for higher studies in Goa.

File Description	Document
Link for appropriate web in the Institutional website	View Document
Link for any other relevant information	View Document

5. CONCLUSION

Additional Information :

- College understands the importance of social activities and encourages the students to take part in NSS. Three of our students are awarded Indira Gandhi National Award for best NSS volunteer for three consecutive years 2015-16, 2016-17 and 2017-18 at the hands of President of India
- Our students excelled by holding state level first rank (2007), third rank (2012) at B.com and M.Com (2017) Examination of Goa University. Every year our students are passing CMA Foundation Course, NET / SET examination. Ex students pass CMA and CA final examination and make mark in the academic and professional fields.
- Dedicated IT staff members (system administrator and lab assistant) are appointed for managing college networking, IT services and website maintenance.
- IAIMS software (37 modules) of Directorate of Higher Education, enables our institution to manage and simplify online admissions, student enrollment, fees collection, attendance management, examination results etc. Teaching plan, daily lecture plan and examination marks of the students are uploaded on the portal by the faculty and available for the students to access them through their IAIMS portal.
- College has released “Souvenir” on the occasion of silver Jubilee celebration of the college
- The college publishes an In House peer-reviewed Research Journal “Zantye International Journal of Commerce and Management” with ISSN 2454-6526
- College runs professional courses by paying nominal remuneration to the faculties as compared to other colleges offering similar courses
- Renders invaluable human service by offering College premises to conduct various activities beneficial to the community. Our college volunteered to be a shelter home for homeless migrant workers during Covid 19 crisis and Vaccination centre for Covid 19. Our college premises is also requisitioned for the purpose of central, state and local elections.

Concluding Remarks :

Narayan Zantye College of Commerce is a prime centre of higher education in Bicholim Taluka educating nearly 600 students every year from various kinds of social backgrounds. Major students admitted in our institution are female and many of them are from SC, ST and OBC categories. With this background the college is leading through its vision and mission towards need-based, skill-integrated, cost-effective, quality and holistic education, transforming the students into globally competitive, employable and responsible citizens and to be recognized as centre of excellence. The college has continuously upgraded its services and infrastructure to respond to the changing educational environments. During 27 years since its inception, the College has expanded its horizons and attained many milestones. The college identifies talented youth in their formative years and help them develop their potential to the full, by nurturing knowledge, scientific thinking, physical fitness, cultural and moral values. The college is proud of many of its alumnae who have made a mark for themselves in various spheres of academics, public services, business entrepreneurship and corporate sector. The alumni of this college have scaled greater heights in different fields. Our students occupy various high profile positions as faculty in affiliated colleges / Goa University, Chartered Accountants, Cost Accountants, Bank Managers, Lawyers, Teachers, Industry Executives, Government officials and successful entrepreneurs. There are many other projects relating to infrastructure augmentation and academic development in the pipeline and we are striving to carry forward the legacy of the institution in fulfilling the motto.

NAAC

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p>Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years</p> <ol style="list-style-type: none"> 1. Academic council/BoS of Affiliating university 2. Setting of question papers for UG/PG programs 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses 4. Assessment /evaluation process of the affiliating University <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: A. All of the above</p>																				
1.2.1	<p>Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p> <p>1.2.1.1. Number of Programmes in which CBCS / Elective course system implemented. Answer before DVV Verification : 2 Answer after DVV Verification: 2</p>																				
1.2.2	<p>Number of Add on /Certificate programs offered during the last five years</p> <p>1.2.2.1. How many Add on /Certificate programs are offered within the last 5 years. Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>02</td> <td>04</td> <td>04</td> <td>01</td> <td>02</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>02</td> <td>04</td> <td>04</td> <td>01</td> <td>02</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	02	04	04	01	02	2020-21	2019-20	2018-19	2017-18	2016-17	02	04	04	01	02
2020-21	2019-20	2018-19	2017-18	2016-17																	
02	04	04	01	02																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
02	04	04	01	02																	
1.2.3	<p>Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</p> <p>1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>80</td> <td>120</td> <td>57</td> <td>19</td> <td>54</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p>	2020-21	2019-20	2018-19	2017-18	2016-17	80	120	57	19	54										
2020-21	2019-20	2018-19	2017-18	2016-17																	
80	120	57	19	54																	

2020-21	2019-20	2018-19	2017-18	2016-17
80	120	57	19	54

1.3.2 **Average percentage of courses that include experiential learning through project work/field work/internship during last five years**

1.3.2.1. **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
04	04	04	04	04

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
04	04	04	04	04

1.3.3 **Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)**

1.3.3.1. **Number of students undertaking project work/field work / internships**

Answer before DVV Verification : 210

Answer after DVV Verification: 210

1.4.1 ***Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders***

1) Students

2) Teachers

3) Employers

4) Alumni

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

1.4.2 **Feedback process of the Institution may be classified as follows:**

Options:

1. **Feedback collected, analysed and action taken and feedback available on website**
2. **Feedback collected, analysed and action has been taken**
3. **Feedback collected and analysed**
4. **Feedback collected**

5. Feedback not collected

Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website

Answer After DVV Verification: A. Feedback collected, analysed and action taken and feedback available on website

2.1.1 Average Enrolment percentage (Average of last five years)**2.1.1.1. Number of students admitted year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
619	543	644	597	604

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
220	220	220	220	220

2.1.1.2. Number of sanctioned seats year wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
684	674	674	674	674

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
684	674	674	674	674

Remark : As per the data provided by the HEI

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

2.1.2.1. Number of actual students admitted from the reserved categories year-wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
191	173	234	203	186

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
191	173	234	203	186

2.3.3	<p>Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)</p> <p>2.3.3.1. Number of mentors Answer before DVV Verification : 20 Answer after DVV Verification: 20</p>																				
2.4.2	<p>Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)</p> <p>2.4.2.1. Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years Answer before DVV Verification:</p> <table border="1" data-bbox="306 712 1046 846"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>05</td> <td>05</td> <td>03</td> <td>03</td> <td>02</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 922 1046 1057"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>05</td> <td>05</td> <td>03</td> <td>03</td> <td>02</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	05	05	03	03	02	2020-21	2019-20	2018-19	2017-18	2016-17	05	05	03	03	02
2020-21	2019-20	2018-19	2017-18	2016-17																	
05	05	03	03	02																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
05	05	03	03	02																	
2.4.3	<p>Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)</p> <p>2.4.3.1. Total experience of full-time teachers Answer before DVV Verification : 322 Answer after DVV Verification: 310.5</p> <p>Remark : As per the data provided by the HEI</p>																				
2.6.3	<p>Average pass percentage of Students during last five years</p> <p>2.6.3.1. Number of final year students who passed the university examination year-wise during the last five years Answer before DVV Verification:</p> <table border="1" data-bbox="306 1653 1046 1787"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>217</td> <td>149</td> <td>191</td> <td>166</td> <td>167</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 1863 1046 1998"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>217</td> <td>149</td> <td>191</td> <td>166</td> <td>167</td> </tr> </tbody> </table> <p>2.6.3.2. Number of final year students who appeared for the university examination year-wise during the last five years</p>	2020-21	2019-20	2018-19	2017-18	2016-17	217	149	191	166	167	2020-21	2019-20	2018-19	2017-18	2016-17	217	149	191	166	167
2020-21	2019-20	2018-19	2017-18	2016-17																	
217	149	191	166	167																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
217	149	191	166	167																	

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
223	149	253	180	204

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
223	149	253	180	204

3.1.2 **Percentage of teachers recognized as research guides (latest completed academic year)**3.1.2.1. **Number of teachers recognized as research guides**

Answer before DVV Verification : 1

Answer after DVV Verification: 1

3.1.3 **Percentage of departments having Research projects funded by government and non government agencies during the last five years**3.1.3.1. **Number of departments having Research projects funded by government and non-government agencies during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

3.1.3.2. **Number of departments offering academic programmes**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
02	02	03	03	03

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	1	1	1

Remark : As per the data provided by the HEI

3.2.2 **Number of workshops/seminars conducted on Research Methodology, Intellectual Property**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
4	2	4	4	3

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
4	2	4	4	3

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years**3.3.1.1. How many Ph.Ds registered per eligible teacher within last five years**

Answer before DVV Verification : 6

Answer after DVV Verification: 6

3.3.1.2. Number of teachers recognized as guides during the last five years

Answer before DVV Verification : 1

Answer after DVV Verification: 1

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years**3.3.2.1. Number of research papers in the Journals notified on UGC website during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
9	9	14	18	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
9	9	11	18	2

Remark : As per the data provided by the HEI

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**3.3.3.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

Answer before DVV Verification:

--	--	--	--	--

2020-21	2019-20	2018-19	2017-18	2016-17
7	3	9	0	5

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
7	3	9	0	5

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

3.4.2.1. Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	4	1	1

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	4	1	1

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
33	32	25	18	15

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
33	32	25	18	15

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

3.4.4.1. Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
375	316	341	284	340

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
375	316	341	284	340

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year**3.5.1.1. Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	2	2	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	2	1	2

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years**3.5.2.1. Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
3	0	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
3	0	0	0	0

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**4.1.3.1. Number of classrooms and seminar halls with ICT facilities**

Answer before DVV Verification : 18

Answer after DVV Verification: 18

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

4.1.4.1. Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
18.56	24.22	112.90	67.66	0.84

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2.30	4.59	5.26	2.55	1.86

Remark : As per the data provided by the HEI

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Answer before DVV Verification : A. Any 4 or more of the above

Answer After DVV Verification: A. Any 4 or more of the above

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

4.2.3.1. Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
4.49	5.25	5.10	5.06	4.44

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
4.49	5.25	5.10	5.06	3.60

Remark : As per the data provided by the HEI

4.2.4	<p>Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the latest completed academic year</p> <p>4.2.4.1. Number of teachers and students using library per day over last one year Answer before DVV Verification : 51 Answer after DVV Verification: 51</p>																				
4.3.3	<p>Bandwidth of internet connection in the Institution</p> <p>Answer before DVV Verification : B. 30 MBPS – 50 MBPS Answer After DVV Verification: B. 30 MBPS – 50 MBPS</p>																				
4.4.1	<p>Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)</p> <p>4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 909 1046 1043"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>2.31</td> <td>4.59</td> <td>5.27</td> <td>2.56</td> <td>1.86</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 1122 1046 1256"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>2.31</td> <td>4.59</td> <td>5.27</td> <td>2.56</td> <td>1.86</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	2.31	4.59	5.27	2.56	1.86	2020-21	2019-20	2018-19	2017-18	2016-17	2.31	4.59	5.27	2.56	1.86
2020-21	2019-20	2018-19	2017-18	2016-17																	
2.31	4.59	5.27	2.56	1.86																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
2.31	4.59	5.27	2.56	1.86																	
5.1.1	<p>Average percentage of students benefited by scholarships and freeships provided by the Government during last five years</p> <p>5.1.1.1. Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 1615 1046 1749"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>81</td> <td>128</td> <td>97</td> <td>142</td> <td>68</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 1827 1046 1962"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>81</td> <td>128</td> <td>97</td> <td>142</td> <td>68</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	81	128	97	142	68	2020-21	2019-20	2018-19	2017-18	2016-17	81	128	97	142	68
2020-21	2019-20	2018-19	2017-18	2016-17																	
81	128	97	142	68																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
81	128	97	142	68																	
5.1.2	<p>Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years</p>																				

5.1.2.1. Number of students benefitted by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
91	204	107	152	224

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
91	204	107	152	224

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. **Soft skills**
2. **Language and communication skills**
3. **Life skills (Yoga, physical fitness, health and hygiene)**
4. **ICT/computing skills**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

5.1.4.1. Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
619	543	474	93	483

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
619	543	474	93	483

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

- 5.2.2 **Average percentage of students progressing to higher education during the last five years**
- 5.2.2.1. **Number of outgoing student progression to higher education during last five years**
 Answer before DVV Verification : 222
 Answer after DVV Verification: 222

- 5.2.3 **Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)**

5.2.3.1. **Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.) year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
01	04	03	01	06

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
01	04	03	01	06

5.2.3.2. **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
01	04	03	01	06

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
01	04	03	01	06

- 5.3.1 **Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
02	12	27	15	14

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
02	11	28	9	11

Remark : As per the supporting documents provided by the HEI

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
4	59	84	52	57

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
4	59	84	52	57

6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: A. All of the above

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

6.3.2.1. Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
3	16	14	15	11

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
3	16	13	14	10

6.3.3 **Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**

6.3.3.1. **Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
02	03	03	03	05

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
02	02	03	03	05

6.3.4 **Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).**

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
05	06	07	01	01

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
05	06	06	00	01

6.5.3 **Quality assurance initiatives of the institution include:**

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality initiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO**

	<p>Certification, NBA)</p> <p>Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: B. 3 of the above</p>
7.1.2	<p>The Institution has facilities for alternate sources of energy and energy conservation measures</p> <ol style="list-style-type: none"> 1. Solar energy 2. Biogas plant 3. Wheeling to the Grid 4. Sensor-based energy conservation 5. Use of LED bulbs/ power efficient equipment <p>Answer before DVV Verification : D. 1 of the above Answer After DVV Verification: D. 1 of the above</p>
7.1.4	<p>Water conservation facilities available in the Institution:</p> <ol style="list-style-type: none"> 1. Rain water harvesting 2. Borewell /Open well recharge 3. Construction of tanks and bunds 4. Waste water recycling 5. Maintenance of water bodies and distribution system in the campus <p>Answer before DVV Verification : D.1 of the above Answer After DVV Verification: E. None of the above</p>
7.1.5	<p>Green campus initiatives include:</p> <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants <p>Answer before DVV Verification : A. Any 4 or All of the above Answer After DVV Verification: C. 2 of the above Remark : As per the data provided by the HEI</p>
7.1.6	<p>Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:</p> <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions / awards 5. Beyond the campus environmental promotion activities <p>Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: B. 3 of the above</p>

7.1.7	<p>The Institution has disabled-friendly, barrier free environment</p> <ol style="list-style-type: none"> Built environment with ramps/lifts for easy access to classrooms. Divyangjan friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading <p>Answer before DVV Verification : C. 2 of the above Answer After DVV Verification: C. 2 of the above</p>
7.1.10	<p>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</p> <ol style="list-style-type: none"> The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on Code of Conduct are organized <p>Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: C. 2 of the above</p>

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Number of courses offered by the Institution across all programs during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="196 1317 986 1429"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>91</td> <td>90</td> <td>99</td> <td>94</td> <td>97</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="196 1507 986 1619"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>91</td> <td>90</td> <td>99</td> <td>94</td> <td>97</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	91	90	99	94	97	2020-21	2019-20	2018-19	2017-18	2016-17	91	90	99	94	97
2020-21	2019-20	2018-19	2017-18	2016-17																	
91	90	99	94	97																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
91	90	99	94	97																	
1.2	<p>Number of programs offered year-wise for last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="196 1776 986 1888"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>2</td> <td>3</td> <td>3</td> <td>3</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="196 1966 986 2078"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>2</td> <td>3</td> <td>3</td> <td>3</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	2	2	3	3	3	2020-21	2019-20	2018-19	2017-18	2016-17	2	2	3	3	3
2020-21	2019-20	2018-19	2017-18	2016-17																	
2	2	3	3	3																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
2	2	3	3	3																	

2.1 **Number of students year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
619	543	644	597	604

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
619	543	644	597	604

2.2 **Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
383	297	297	297	297

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
191	173	234	203	186

2.3 **Number of outgoing / final year students year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
217	148	193	164	168

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
223	149	253	180	204

3.1 **Number of full time teachers year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
22	22	22	22	23

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
20	20	20	20	21

3.2	<p>Number of sanctioned posts year-wise during last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="196 271 986 383"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>23</td> <td>23</td> <td>23</td> <td>23</td> <td>23</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="196 461 986 573"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>23</td> <td>23</td> <td>23</td> <td>23</td> <td>23</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	23	23	23	23	23	2020-21	2019-20	2018-19	2017-18	2016-17	23	23	23	23	23
2020-21	2019-20	2018-19	2017-18	2016-17																	
23	23	23	23	23																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
23	23	23	23	23																	
4.1	<p>Total number of classrooms and seminar halls</p> <p>Answer before DVV Verification : 18</p> <p>Answer after DVV Verification : 18</p>																				
4.2	<p>Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="196 898 986 1010"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>52.43</td> <td>68.16</td> <td>67.26</td> <td>60.47</td> <td>50.97</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1" data-bbox="196 1088 986 1200"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>37.32</td> <td>53.97</td> <td>54.34</td> <td>48.65</td> <td>39.29</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	52.43	68.16	67.26	60.47	50.97	2020-21	2019-20	2018-19	2017-18	2016-17	37.32	53.97	54.34	48.65	39.29
2020-21	2019-20	2018-19	2017-18	2016-17																	
52.43	68.16	67.26	60.47	50.97																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
37.32	53.97	54.34	48.65	39.29																	
4.3	<p>Number of Computers</p> <p>Answer before DVV Verification : 81</p> <p>Answer after DVV Verification : 81</p>																				