



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		MURGAON EDUCATION SOCIETY'S COLLEGE OF ARTS AND COMMERCE
• Name of the Head of the institution	Dr. Manasvi M. Kamat	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	08322555772	
• Mobile no	9422415052	
• Registered e-mail	mescollegel@gmail.com	
• Alternate e-mail	mescollegel@rediffmail.com	
• Address	Murgaon Education Society's College of Arts and Commerce Zuarinagar Goa 403726	
• City/Town	Zuarinagar	
• State/UT	Goa	
• Pin Code	403726	
2.Institutional status		
• Affiliated /Constituent	Affiliated	
• Type of Institution	Co-education	
• Location	Rural	

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Goa University				
• Name of the IQAC Coordinator	Mrs. Rochana Kharangate				
• Phone No.	08322555772				
• Alternate phone No.	9823657878				
• Mobile	9823657878				
• IQAC e-mail address	mesiqac2015@gmail.com				
• Alternate Email address	mescollege1@rediffmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://mescollege.org/wp-content/uploads/2021/11/AQAR-2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://mescollege.org/wp-content/uploads/2022/01/1.1.2-Academic-Planner-2020-21..pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B	2.47	2015	01/05/2015	30/04/2020
Cycle 4	B+	2.68	2021	08/02/2021	07/02/2026
6.Date of Establishment of IQAC			17/04/2004		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	0	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	2	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
1. The staff were trained in OBS software by the Department of B.C.A. and M.Com. on 24th & 25th June, 2020.		
2. The college applied for G-Suite and procured the software from Google.		
3. Department of Psychology and Counselling Cell (a) A webinar was organized on 'Awareness on Sex Trafficking' on 22 December, 2020. . (b) A quiz was organized on Covid-19 for staff and students of the college commemorating National Health Education Week from 19th-23rd of October, 2020. (c) A webinar was organized on the occasion of World Mental Health Day titled, 'Need of mental health in this changing world' with Ms. Neha Masurkar, Psychotherapist (NLP) on 10 October, 2020.		
4. (a). The The Department of Physical Education and Sports organized 'FITME - Living a Fit Life' activity for the students and staff of the college from 15th Sep. to 02nd October, 2020. (b) The Department organized an online quiz in association with the Alumni Association on 10 August, 2020. (c) The Department organized a 14-day Fitness challenge starting 23 July, 2020. (d) The Department organized an online quiz on Health and Physical fitness on 11 July, 2020.		
5. Various Departments, Associations and Cells organized online events such as webinars, quizzes and workshops for the benefit of the students & staff.		

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

Plan of Action	Achievements/Outcomes
Training sessions would be conducted for the faculty to equip them with new and efficient modes of teaching. The sessions will cover the basics of scheduling google meet lectures and recording lectures using OBS software	The staff were trained in OBS software by the Department of B.C.A. and M.Com. on 24th & 25th June, 2020
The college will apply for G-Suite as this has many features when compared to Google Meet	The college applied for G-Suite and procured the software from Google
The Department of Psychology and Counselling Cell will organize online activities on health and physical fitness	1. A webinar was organized on 'Awareness on Sex Trafficking' on 22 December, 2020. 2. A quiz was organized on Covid19 for staff and students of the college commemorating National Health Education Week from 19th-23rd of October, 2020. 3. A webinar was organized on the occasion of World Mental Health Day titled, 'Need of mental health in this changing world' with Ms. Neha Masurkar, Psychotherapist (NLP) on 10 October, 2020
The Department of Physical Education and Sports will organize online activities on health and physical fitness	1. The Department organized 'FITME - Living a Fit Life' activity for the students and staff of the college from 15th Sep. to 02nd October, 2020. 2. The Department organized an online quiz in association with the Alumni Association on 10 August, 2020. 3. The Department organized a 14-day Fitness challenge starting 23 July, 2020 4. The Department organized an online quiz on Health and

	Physical fitness on 11 July, 2020
The various departments would organize co-curricular and extra-curricular activities	Various Departments, Associations and Cells organized online events such as webinars, quizzes and workshops for the benefit of the students & staff
13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	15/01/2022
15. Multidisciplinary / interdisciplinary	
16. Academic bank of credits (ABC):	
17. Skill development:	
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):	
20. Distance education/online education:	
Extended Profile	

1.Programme		
1.1		426
Number of courses offered by the institution across all programs during the year		
File Description	Documents	
Data Template	View File	
2.Student		
2.1		1606
Number of students during the year		
File Description	Documents	
Institutional Data in Prescribed Format	View File	
2.2		90
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year		
File Description	Documents	
Data Template	View File	
2.3		528
Number of outgoing/ final year students during the year		
File Description	Documents	
Data Template	View File	
3.Academic		
3.1		60
Number of full time teachers during the year		
File Description	Documents	
Data Template	No File Uploaded	
3.2		60

Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	45
4.2 Total expenditure excluding salary during the year (INR in lakhs)	38,78,499.17
4.3 Total number of computers on campus for academic purposes	83
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>The college is affiliated to Goa University and functions under the affiliating system of higher education. Goa University has introduced Semester and Choice Based Credit System (CBCS) for UG and PG programmes.</p> <p>The college receives the curriculum approved by the respective Board of Studies and Academic Council of Goa University. The College ensures effective delivery through its well-planned academic programmes and processes.</p> <p>The respective Heads of the twelve Departments hold meetings with the faculty and distribute courses according to faculty's specialized field, expertise and interest. The Timetable Committee on receiving the workload from the departments prepare timetables. Each faculty prepares teaching plan and submit compliance of teaching plans at the end of each semester to the IQAC.</p> <p>The pedagogy consists of lecture method, discussions, seminars/webinars, presentations, videos and audio-lectures, e-quizzes etc.</p>	

The syllabi are reinforced through enrichment Certificate courses and Diploma courses.

Final year students are encouraged for experiential learning through project/dissertation, which is examined by an external examiner. The B.B.A. students undertake internships in the industry to gain practical exposure in the various aspects of the industry.

B.B.A. and B.B.A.(Shipping and Logistics) programmes undergo a mandatory academic audit by the Academic Audit Committee of Goa University.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://mescollege.org/wp-content/uploads/2021/11/criterion%201/1.1.1 link%20to%20additional information.docx

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

The Institution adheres to the academic calendar including the conduct of Continuous Internal Evaluation (CIE). At the beginning of every academic year, on the basis of the circular received from Goa University with respect to academic terms for the academic year, the College prepares its academic calendar as per the specified dates for commencement and end of semesters. The schedule specifies the dates for Intra Semester Assessment (ISA) and Semester End Examination (SEE). In the academic calendar of the college, the academic, extra curricular activities and examinations including CIE, are scheduled.

The prospectus corresponding to each programme, containing rules and regulations and schedule of the examinations including CIE are displayed on the institution website.

Each faculty member prepares a course-wise teaching plan keeping in mind the objectives, content and learning outcomes of the assigned course at the beginning of each semester and submits a compliance report of the teaching plan at the end of each semester.

The time-tables for Semester End Examination (SEE) are prepared by the Examination Committee. The answer books are evaluated and

results are declared by the institution for the first and second year students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://mescollege.org/wp-content/uploads/2021/11/criterion%201/1.1.2/1.1.2/1.1.2%20Academic%20Planner%202020-21..pdf

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

12

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

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

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

4

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

182

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

1.3 - Curriculum Enrichment

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

The Institution has successfully integrated crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum through a variety of core/elective courses.

Professional Ethics:

- The courses such as Corporate Interpersonal Skills and Counselling Psychology in B.A./B.A.(Honours) programmes and Compensation Management offered in B. Com.(Honours) emphasizes on professional ethics.
- Business Research Methodology course in B.B.A. and B.B.A. (Shipping & Logistics) focuses upon research ethics.
- Cyber Space and Cyber Security and Computer Applications II courses address the ethics related to cyber usage.

Gender Issues:

- The courses such as Women's Writing, Psychology of Gender and Identity, Sociology of Gender, Organisational Behaviour, Literary Criticism, Literary Theory, etc. address gender issues.

Human Values:

- The courses such as Stress Management, Psychology and Life Adjustment, Social Skills and Etiquettes, Positive Psychology, Human Resource Management, Team Building, Negotiation Skills, Emotional Intelligence, etc. emphasize upon human values.

Environment and Sustainability:

- Students are sensitized to environment and sustainability through a compulsory course on Environmental Studies for B.A./B.Com./BCA/BBA programmes.
- Environmental Economics in B.A. (Economics)(Honours) deals with environment as an economic and social asset, discusses environment quality, command/control strategies and environmental policies.
- Sustainable Development of Tourism in B.A.(Tourism and Travel) focuses upon sustainable tourism practices.

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

1.3.2 - Number of courses that include experiential learning through project work/field

work/internship during the year**24**

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships**610**

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	https://mescollege.org/analysis-2020-21/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://mescollege.org/analysis-2020-21/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1606

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

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

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

90

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

2.2 - Catering to Student Diversity

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

Peer Learning

Peer learning has been going on informally for several years. From the academic year, 2017-18, peer learning was formalized. This is a process wherein an academically bright student teaches a group of academically weaker students. Advanced learners assist slow learners by explaining difficult concepts. A record is being maintained by the college regarding the execution and other details of peer learning. The outcome of peer learning has been encouraging. However, during the academic year 2020-2021 due to Covid - 19 Pandemic peer learning was not feasible as the students were attending online classes from home and peer interaction was very minimum.

File Description	Documents
Paste link for additional information	https://www.mescollege.org/wp-content/uploads/2022/01/2.2.1- Peer-Learning-Additional-Information.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
1606	60

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Experiential learning:

- Internships are undergone by the students to get a hands-on experience in an industry as part of the curriculum of the B.B.A. and B.B.A. (Shipping and Logistics) programmes. On completing the internship, students report and the certificate issued by the organization, is evaluated and assessed. M.Com. students undergo summer internships as part of their curriculum. Field trips, surveys, industrial visits and study tours are organized across all the programmes. The final year students across all programmes, work on projects/dissertations, and submit a report of the project/dissertation for internal and external evaluation.
- Participative learning methods such as interactive group discussions, presentations by students, movie screening, role plays, case studies and course related games are regularly used.
- Interactive group discussions and debates are encouraged in classrooms on current issues. The Department of English conducts sessions on article reviews and report writing as a part of their curriculum. Executives, experts from industries and NGOs are invited to share their expertise with the students.
- Problem solving methodologies:
- Case study: The Department of Business Administration use case study method as problem solving methodology. The B.C.A. students make use of computers and programming techniques to solve practical problems.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.mescollege.org/wp-content/uploads/2022/01/2.3.1 Additional-Information.jpg

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

At M.E.S. College teachers use diverse set of ICT tools and resources to communicate, create, disseminate, store and manage information. Teachers use ICT tools such as laptops, Desktops, LCD projectors and speakers. E-resources used by the teachers are Google

Classroom, Moodle, Infilbnet, EPG Pathshala, NList, Flip classroom, Google Forms, Google Meet, Research articles, Gretl, Mobile Apps, Interactive Softwares and Interfaces, e Ignou , Google collaboration , G Suite , Google Scholar , E-Reader apps , Linguistic softwares and apps, SWAYAM, Coglab Software, PDF and YouTube videos.

Teachers use Google classroom wherein the teaching material and syllabi are uploaded. The assignments are submitted online and circulated to the class as reference material. Students also make video presentations for their assignments which are circulated to their peers.

Videos related to subject matter are shown to students, followed by a discussion of the same via Google Meet. In language courses, word games are organized using Microsoft office word and students are also encouraged to use blogs. During pandemic teachers have engaged almost all lectures online through Google Meet where the lectures were recorded and the link of the recorded lectures was shared with the students for future reference.

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

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

2.3.3.1 - Number of mentors

52

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

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year**60**

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year****16**

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

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers****11**

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

2.5 - Evaluation Process and Reforms**2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode.**

Write description within 200 words.

At M.E.S. College, the mechanism of internal assessment is done in a transparent and robust way by strictly following the Goa University ordinances related to conduct of examination. The internal assessment is 20% of the total assessment for B.A., and B.Com. programmes, 50% of the total assessment for the B.B.A., B.B.A. (Shipping and Logistics) and B.C.A. (CBCS courses only) programmes, 40% of the total assessment for B.C.A. (non-CBCS courses), M.A. and M.Com. programmes. Internal assessment is conducted (IntraSemester Assessment) semester-wise. Transparency is maintained by showing the assessed answer sheets of ISA to the students. B.B.A., B.B.A. (Shipping & Logistics) and B.C.A. programmes use individual and group assessments. There are group written assignments, group presentations, group role plays, group industry assignments, and group activities. Oral forms of assessment include debates, role plays, presentations, viva, and class discussions. Written modes of assessment include closed book tests, open book tests, and surprise quizzes. On the job learning is done through internships and simulations through case analysis. The Journalism and Travel Writing/World Literature students of B. A. Semester III/IV were required to make a video assignment for their internal assessment. In the subject of Compensation Management, students prepared payrolls which were evaluated.

File Description	Documents
Any additional information	View File
Link for additional information	https://mescollege.org/wp-content/uploads/2022/02/ISA AND SEE MERGED OP.pdf

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

The college has an Examination Grievance Committee in accordance with the Goa University Ordinance.

As per the Goa University Ordinance OC-66.5. Clause 6: (a) (i) Revaluation of answer books of the candidates at Semesters V and VI is permitted as per the existing provisions of OA-5.15 for revaluation/ verification.

((b) The following shall be the procedure for the verification of marks:

(i) After the receipt of application from the candidate, within 10 days the candidate shall be shown the answer book.

(ii) If the candidate is not satisfied with the result on personal verification of answer book, he/she may apply to the College Grievance Committee within a week.

The investigation of grievance by the College Grievance Committee is conducted as per the Goa University ordinance OC-66.7.3.

If required shall take appropriate action including reassessment of the said answer books.

OA-5.2.6 is followed if allegations against the teachers are found true and if not a minimum fine is imposed on the student,

Any malpractices during the examination are referred to the College Unfair Means Inquiry Committee and are investigated as per Goa University Ordinance OC-66.7.2.

File Description	Documents
Any additional information	View File
Link for additional information	https://mescollege.org/wp-content/uploads/2022/01/2.5.2-Mechanism-to-deal-with-internal-examination-related-grievances-is-transparent-time-bound-and-efficient.pdf

2.6 - Student Performance and Learning Outcomes

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

The college displays the Course Outcomes of all the programmes, on the college website and communicates the same to the students via mail/google classroom. All the Programme Outcomes, Programme Specific Outcomes and Course Outcomes are submitted to the IQAC for a review. The Principal holds regular meetings with the Heads of Departments to review and revise course outcomes for all courses. The programme outcomes, programme specific outcomes and Course Outcomes are prepared after thorough deliberation and discussion with the faculty members.

However, the course outcomes of new courses introduced are framed by the faculty members teaching the same course/paper and submitted to

IQAC which reviews the same and is uploaded on the college website.

The learning objectives and course outcomes of each course are stated in the teaching plan of the faculty members and communicated to the students at the beginning of every semester. The course outcome enumerates its usefulness in developing the student's personality, future career opportunities and knowledge addition. Students are enlightened about new concepts, new ideas and the advanced knowledge they will acquire on learning the respective course.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://mescollege.org/wp-content/uploads/2022/01/2.6.1-Programme-Course-Outcome-links.docx
Upload COs for all Programmes (exemplars from Glossary)	View File

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

M.E.S. College is an affiliated institution, the Ordinances of Goa University are adhered to for the formal measurement. As per Goa University Ordinances, there are two components of assessment for each course: Intra-Semester Assessment (ISA) and Semester End Examination (SEE) the ISA and SEE ratio is 20% - 80% weightage respectively for the B.A. and B.Com. programmes, 50% - 50% weightage respectively for the B.B.A., B.B.A. (Shipping and Logistics) and B.C.A. (Non CBCS courses) and 40% - 60% weightage respectively for B.C.A. (CBCS courses) and M.Com. programmes.

Question papers for the ISAs and SEE are set by the faculty members on the basis of the learning objectives and outcomes outlined for each course. The question papers were emailed to the students and scanned copies of the answer sheets were submitted back to the email addresses created for each semester.

Due to COVID 19 pandemic ISA were conducted online through google form, scanned question papers, e- assignments and report writing.

An important method of assessing course outcomes is analyzing the results.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://mescollege.org/wp-content/uploads/2022/01/2.6.2-ISA_AND_SEE_MERGED_QP.pdf

2.6.3 - Pass percentage of Students during the year

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

521

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://mescollege.org/wp-content/uploads/2022/01/Annual-Report-2020-21.pdf

2.7 - Student Satisfaction Survey

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

<https://mescollege.org/analysis-2020-21/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

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

3.1.2.1 - Number of teachers recognized as research guides

01

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

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

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

NIL

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

3.2 - Innovation Ecosystem

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

NIL

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

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

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

01

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

3.3 - Research Publications and Awards

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

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

1

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

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

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

7

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

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

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

03

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

3.4 - Extension Activities

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

The college sees as its strength the NSS & NCC Units. Even in the time of the pandemic, the NSS Programme Officers and NCC Officers conducted activities in accordance to the times. Students were sensitized to the existing conditions of COVID-19 and were involved in various activities like spreading awareness, making and distributing face-masks and engaging with the community about the importance of cleanliness. Important days were observed and its importance was illustrated to the students. The students along with the staff were active personnel of the COVID-19 Call Centres established by the Government of Goa which involved calling COVID positive patients, asking after their health conditions and entering the inputs in the government created portal. This activity enabled the students to gain insight on the percentage of the community who were tested positive and the after effects of the virus. The Kasturi lectures which bring together the community and the stakeholders were held via the online platform with interesting speakers discussing the preservation of the environment.

File Description	Documents
Paste link for additional information	https://mescollege.org/wp-content/uploads/2022/02/3.4.3.1-Extension-activities.pdf
Upload any additional information	View File

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

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

01

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

20

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

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

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

487

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

3.5 - Collaboration

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

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

76

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

01

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The College has excellent infrastructural facilities that are continuously being upgraded per the need of the hour. These infrastructural facilities are upgraded as per the norms laid down by UGC and Goa University. There are 45 spacious classrooms which are spread across four buildings. Two buildings are allotted for B.A. and B.Com. programme. One building each is exclusively allotted for BCA and BBA programmes. The building for the BBA programme, named as Rajaram & Tarabai Bandekar Academy of Management Education is a state of the art building. The average size of these classrooms is 50 sq. mts.

The details of physical infrastructural facilities are as follows:

- 45 ICT-enabled classrooms with Wi-Fi facilities and audiosystem
- 06 laboratories with an average size of 63 Sq. Mts. (04 Computer Laboratories, 01 Psychology Laboratory and 01 Economics Laboratory)
- Computing equipment including 02 Servers, 81 Desktops.

The learning resources include the library and LMS (Moodle and Google Classroom).

In addition to classrooms and laboratories, the other facilities include two seminar halls with ICT facility, Girls' common room, NSS room, NCC room, Counseling Room/Health Centre, Canteen and MES Cafe.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mescollege.org/wp-content/uploads/2021/12/Criterion%204/4.1.1%20photos.pdf

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

Cultural Activities:

Cultural activities are organised in the Seminar hall and in the open space available in Block II. Various festivals such as Ganesh Chaturthi, Diwali and Christmas are celebrated with great zeal and enthusiasm. During Navratri festival, Saraswati Puja is organised in the Library. The College Council also organizes 'Fun week' for the students of the College. The M.S. Kamat Seminar Hall and BBA Seminar Hall are also used to organize various curricular and extracurricular activities.

Sports Facilities:

Indoor Games:

Gymkhana is a multipurpose hall wherein all indoor games such as badminton, table-tennis, high-jump, chess practices and powerlifting are held.

Outdoor Games:

The college has a football ground (55m x 50m), volleyball court (24m x 12m) and two basketball courts (28m x 15m) which are used for practicing and organizing tournaments. Events such as Long Jump, Discus Throw, Shot Put are conducted on this ground.

Gymnasium

Training for various intercollegiate competitions such as Weight lifting, power lifting and weight training are held in the Gymnasium which has an area of 28 sq. mts. The equipments in the gymnasium include - Waist Belt, Weight Lifting Bar, Plates of different weights, Bar locks, Medicine Balls, Olympic bar, Dumbbells and 2 Single Station Units.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mescollege.org/infrastructure-2/

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

45

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.mescollege.org/wp-content/uploads/2022/01/4.1.3 Number-of-classrooms-and-seminar-halls-with-ICT-enabled-facilities-Additional-Information.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

5.56

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- **Name of ILMS software:** NEWGENLIB
- **Nature of automation (fully or partially):** Partially
- **Version:** 3.1.4
- **Year of Automation:** 2020-21

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://mescollege.org/wp-content/uploads/2022/02/Library-Description.pdf

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

A. Any 4 or more of the above

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

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

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

602269.5

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

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

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

24

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

4.3 - IT Infrastructure

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

The IT infrastructure is periodically updated. The old systems are upgraded or replaced according to the recommendations of the faculty and as approved by the Principal.

Upgradation of Broadband connection:

Programme

B.A./B.Com

BBA/BBA (SL)

BCA

M.Com.

Mbps

200

200

200

100

Plan

Fibro 750 GB/ Month

Firbro 2500 GB/Month

Firbro 2500 GB/Month

Fibro 600 GB/Month

Date

15-12-2020

15-12-2020

15-12-2020

15-12-2020

Fifteen D-Link Routers were installed in July 2021 to expand Wi-Fi access.

IT Facilities:

IT Lab

BBA/BBA(SL)

BCA

MA

/M.Com.

Library

Economics

Psychology

TOTAL

Desktop Computer

20

25

19

-

05

02

10

81

Server

01

-

-

-

01

02

Wi-Fi Access point

01

04

01

01

07

Besides, 20 Wi-Fi Access points are installed for Block I and Block II in the college premises.

Other provisions include:

- ILMS Software NewGen LIB provides a very user-friendly interface for searching documents in the library and their issue-status.
- Internet facilities are made available on the campus through LAN and Wi-Fi. The campus is Wi-Fi enabled.
- Separate Wi-Fi facility is provided for staff of B.A., B.Com., BCA, BBA, BBA(S&L) and M.Com.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mescollege.org/wp-content/uploads/2021/12/Criterion%204/4.3.1%20computer%20facilities%20photographs.pdf

4.3.2 - Number of Computers

83

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

38.78

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The college has systems and procedures for maintaining and utilizing its physical and support facilities. Maintenance of physical facilities of the college is entrusted to a committee, comprising of the Principal, Head Clerk, Architect, Civil Engineer and an Electrician. A Register is maintained to record complaints regarding furniture and teaching aids and the problems are rectified accordingly.

Classrooms and Seminar halls are effectively used for organizing curricular and extracurricular activities.

Computer Programmers and Support Staff monitor the functioning of ICT facilities and maintenance of electronic equipment is outsourced by following an appropriate mechanism.

Cleanliness of the campus, including the butterfly (Chrysalis) and

Medicinal garden is monitored by the Nature Club with the help of Gardener and housekeeping team.

Stock registers are maintained to keep a track of the usage and maintenance of lab equipment.

Equipments related to gardening, maintenance of sewage, blocked drains, bore wells and minor electrical works are regularly taken care by the multitasking staff.

Library facilities are maintained and utilized as per library policy.

Sports and Gymnasium equipments are maintained by Director of Physical Education and maintenance of sports grounds are done during the summer/winter break with the help of multi-tasking staff.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mescollege.org/wp-content/uploads/2022/02/4.4.2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

11

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

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

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

13

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://mescollege.org/wp-content/uploads/2021/12/1_Soft-skills.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
588	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
588	
File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File
5.2 - Student Progression	
5.2.1 - Number of placement of outgoing students during the year	
5.2.1.1 - Number of outgoing students placed during the year	

06

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

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

5.2.2.1 - Number of outgoing student progression to higher education

41

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

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

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

09

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

02

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

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

The institution facilitates students' representation and engagement in various administrative, co-curricular and extra-curricular activities. There are established processes and norms set by the college in the formation of the statutory committees.

Students are represented on the following academic and administrative bodies/committees of the institution such as the Students Grievance Redressal Cell, NSS Advisory Committee, Commerce Association etc.

Administrative, Co-curricular Activities (Seminars/ Workshops/ Conferences) and Extra-curricular activities:

The students shoulder administrative responsibilities in the capacity of President, Secretary, Treasurer and co-opted members in carrying out the activities of various associations /department clubs. The student volunteers play an active role in the organization of sponsored seminars/ workshops/ conferences organized by various departments of the college.

The Students' Council organized the farewell function for the

students.

The representatives of students on various committees motivate the students to participate actively in inter-class and inter-collegiate events.

Due to the pandemic the elections to the Student's Council could not be held.

For the academic year 2020-2021, the students' representation on various Statutory Committees were as follows:

IQAC:

Yash Karpe-Student Representative

Ambika Ingle-Student Representative

Collegiate Student Grievance Redressal Committee (CSGRC)

Rachel Jadkar (Student-Special Invitee)

NSS Advisory Committee: NSS Student Volunteers:

Jomi Reji A.D.

Praveen Hiremath

File Description	Documents
Paste link for additional information	https://mescollege.org/wp-content/uploads/2021/12/criterion%205/5.3.2/5.3.2%20Students%20Representation%20in%20various%20bodies.pdf
Upload any additional information	View File

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

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

53

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

5.4 - Alumni Engagement

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

MES College Alumni Association is a non-profit organisation registered under The Societies Registration Act, 1860 - Reg. No. 217/GOA/2016 in the office of the registration of societies in 2016. The Association envisions to aid and assist the college management in undertaking any developmental activities for the overall development of the institution, and to work in coordination and network with the management and staff of the institution. It conducts activities in the interest of the student community.

The registration to the Association is open to all the Bonafide students of MES College of Arts and Commerce. The membership subscription is available in two forms; General member for a fee of Rs 100 at the time of admission and who is also entitled to cast the vote. Second is the Patron member for a lifetime fee of Rs. 5000.

The functioning of the Association is conducted by the Managing committee which is composed of Chairman i.e. the Principal of the Institution, Vice Chairman i.e. the Vice-Principal of the Institution, President, Vice-President, Joint Vice-President, General Secretary, Joint General Secretary, Treasurer, Joint Treasurer, and co-opted members who are elected by the valid members. The tenure of the Managing committee is of three years.

File Description	Documents
Paste link for additional information	https://mescollege.org/wp-content/uploads/2021/12/criterion%205/5.4.1.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The College is governed by the Board of Trustees of Murgaon Education Society. The Governing body includes:

- The Managing Committee of Murgaon Education Society which runs M.E.S. College (Apex body of the College)
- The Local Managing Committee of M.E.S. College (Responsible for preparing the budget of the College and for its overall functioning)

The governing body and members of the faculty collaborate in collectively achieving the Institutional Goals. The democratic, transparent and inclusive nature of governance is the foundation for our aspirations to be a dynamic centre of excellence which focuses on teaching-learning and innovation that is responsive to the ever-changing needs of the society.

The perspective plan of the College Management is:

- To maintain Global standards towards higher education
- To attain the status of an autonomous college by 2032
- To attain the status of a deemed university by 2047
- To set up an institution focusing on studies of Buddhism, Gandhian Philosophy and Peace.

The teachers participate in decision making bodies as:

- Members of the Local Managing Committee
- Heads of Departments, Chairpersons and members of various Committees

File Description	Documents
Paste link for additional information	https://mescollege.org/vision-and-mission/
Upload any additional information	View File

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

The Principal delegates responsibilities and provides operational autonomy to the Heads of Departments (HODs) and Chairpersons of all college committees. The HODs and Chairpersons then consult the faculty members and allocate responsibilities accordingly. The faculty members contribute individually and collectively in achieving the task at hand.

Participative management is the sine qua non of the governance of M.E.S. College and is exhibited in discussions and deliberations between the Governing body, Principal and faculty.

Case Study (The Examination Committee):

- The Principal constitutes the Examination Committee as per the Goa University ordinance
- This Committee comprises of eight faculty as members and one senior faculty as the chairperson of the committee
- The Committee then plans for the effective execution of its responsibilities such as:

o Preparation of examination time-tables and supervision charts

o Timely dissemination of information to students regarding examination timetables and results

o Safety and confidentiality of examination related data and materials

o Necessary arrangements for disabled students

- During the current pandemic the Examination Committee conducted online and offline examinations as per Goa University guidelines and also redressed students' grievances.

File Description	Documents
Paste link for additional information	https://mescollege.org/wp-content/uploads/2021/11/criterion6/6.1.2_Committee_list_examination.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Perspective Plan of the College Management is:

- To maintain Global standards towards higher education
- To attain the status of an autonomous college by 2032
- To attain the status of a deemed university by 2047
- To set up an institution focusing on studies of Buddhism, Gandhian Philosophy and Peace.

Environment sustainability is one of the strategic plans successfully executed by the College.

The IQAC in consultation with the Management decided to install solar street lights in the college campus by the end of the academic year. The objective was to utilize the natural resource in the best possible manner, as solar energy is not only a clean and renewable energy source but also eco-friendly. By the end of the academic year, five solar panels were successfully installed.

The college utilizes solar energy by decreasing the use of government electricity at night with reduction in the electricity bills. The expenditure incurred for the purchase and installation of solar lights was met through prize money received from Mission Clean Goa Award 2021. The installation of solar lights is part of the 'Go Green Initiative' of the College.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://mescollege.org/wp-content/uploads/2021/11/criterion6/6.2.1_solar_street_lights.pdf
Upload any additional information	View File

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

The College which is a grant in-aid institution of Government of Goa, is affiliated to Goa University and is recognized under 12(B) & 2(f) of the UGC Act. The college adopts and implements the policies, rules, service conditions, statutes and Ordinances of Goa University as well as its own policies. The College is headed by the Board of Trustees of Murgaoon Education Society which includes the Managing Committee of the Society and the Local Managing Committee of M.E.S. College.

The Local Managing Committee includes members of the Managing Committee, the Principal and faculty of the college. The Principal is an ex-officio member of both committees and is the academic and administrative head of the college. The Principal is assisted by the Vice Principal, IQAC coordinator, Heads of Departments (HODs), faculty, Head Clerk, Librarian and College Director of Physical Education. In the absence of the Principal, the Vice Principal looks after the smooth functioning of the College. The academic workload of the college determines the recruitment of faculty - regular, contract and lecture-basis. The recruitment procedures, service rules and promotions are based on the norms stated by UGC, Goa University and Government of Goa.

File Description	Documents
Paste link for additional information	https://mescollege.org/wp-content/uploads/2021/11/criterion_6/6.2.2_Managing_committee_Local_Managing.pdf
Link to Organogram of the institution webpage	https://mescollege.org/wp-content/uploads/2022/02/6.2.2_organogram_NAAC-CHART.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

In order to keep the morale and motivation of the employees high, the college has implemented several welfare measures, which are as follows:

- **Group Insurance for employees:** M.E.S. College has four categories of members under the Group /insurance Scheme. This scheme saves 25% as retirement benefits and the balance 75% is paid on death of the policy holder.
- **M.E.S Employees Cooperative Credit Society:** The society has been disbursing loans at low interest rate and also, providing the facility of fixed deposits and recurring deposit at to its members.

- Governmental welfare schemes like Child Care Leave, Paternity and Maternity leaves, study leave and sabbatical leave are available for the employees.
- Research Cell - aims to inculcate scientific temperament, thereby creating a conducive environment for research. The Cell is equipped with computers, printer and internet facility.
- Discretionary holidays are availed on prior approval from the Directorate of Higher Education, Government of Goa in commemorating local festivals.
- Canteen: Quality food and beverages at subsidized rates
- Each Department is provided with laptops/computers and printers for carrying out administrative and academic activities.
- The college has provided independent workspace for all faculty members.

File Description	Documents
Paste link for additional information	https://mescollege.org/wp-content/uploads/2021/11/criterion6/6.3.1_coop_certificate.pdf
Upload any additional information	View File

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

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

02

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

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

6.3.3.1 - Total number of professional development /administrative training Programmes

organized by the institution for teaching and non teaching staff during the year

01

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

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

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

12

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

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

Performance Appraisal System for teaching staff is based on the UGC regulations of 2010. Teachers due for promotion, submit applications in the required PBAS (Performance Based Appraisal System) proforma

as per the guidelines of the UGC Career Advancement Scheme and Goa University statutes. The institution evaluates the contribution of the faculty members on their key performance areas and guides them to improve their performance. Promotion is based on certain number of years of service and API score.

Teaching Plan-each faculty member submits a course-wise academic plan at the beginning of the semester, and compliance of the teaching plan, to the IQAC at the end of the semester.

Performance Appraisal System for non-teaching staff:

The promotion of the non-teaching staff is based on seniority, according to the rules of the Government of Goa. Every year, the Confidential Report of the non-teaching staff is prepared by the Head Clerk and submitted to the Principal. The Chairman of the Managing Committee appoints a Departmental Promotion Committee (DPC) as per the guidelines of Directorate of Higher Education (DHE). The Committee reviews the performance of the non-teaching staff and sends the minutes of the meeting for the approval and promotion, to the DHE.

File Description	Documents
Paste link for additional information	https://mescollege.org/wp-content/uploads/2021/11/criterion6/6.3.5_API_and_CR.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Internal and external financial audits are conducted on a regular basis at the College. Internal audits are conducted on an annual basis, while external audits are conducted as directed by the Goa government. The Internal Audit is overseen by a competent auditor who is selected by the College's Governing Body. The internal auditor investigates the institution's financial affairs and guarantees that the use of various grants and fees received by the College from various stakeholders is transparent. Government auditors designated by the Department of Higher Education, Government of Goa, conduct the external / statutory audit. The

process of internal auditing of 2020-21 is completed. Under the direction of the Internal Audit Committee, the College Accountant produces financial and other statements as well as supporting documentation for the financial audit and submits them to a certified Chartered Accountant for audit and certification and performed the external audit on a regular basis by the institution. The Principal and Managing Committee work with the accountant to resolve any questions that have been raised by the Auditor. The auditor's internal audit reports for the fiscal year 2019-2020 were found to be satisfactory.

File Description	Documents
Paste link for additional information	https://mescollege.org/wp-content/uploads/2021/11/criterion6/6.4.1_Internal_&_External_audit.pdf
Upload any additional information	View File

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

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

00

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

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

The College has a well-defined fundraising and resource deployment plan. M.E.S. College of Arts and Commerce is affiliated to Goa University and is government-aided. It is eligible for both salary and non-salary grants. The college also receives other claims, such as reimbursement of LTC, medical claims, and so on, in addition to salary grants. Non-salary grants are also given to the college in two instalments annually and is always reimbursed. It can be also

utilised for maintenance, purchase of furniture, equipments, security, and reimbursement of registration fees for seminar / conferences and travel. The regular faculty is compensated in accordance with UGC recommendations. According to the number of experience and qualifications, contract faculty members are paid consolidated salaries of ₹65,000/₹60,000/₹55,000/₹50,000/₹40,000. Lecture basis teachers are paid ₹750 per lecture as per the guidelines of the Directorate of Higher Education. The college is eligible for non-salary awards of ₹ 45,000,000 per year. The college is also recognised by the University Grants Commission (UGC) under sections 12(B) and 2(f) of the UGC Act 1956.

The college has three more UG programmes in Computer Application (B.C.A.), Business Administration (B.B.A.), B.B.A. (Shipping and Logistics) and a Post-Graduate programme in Commerce (M.Com.). All these four programmes are self-financed.

File Description	Documents
Paste link for additional information	https://mescollege.org/wp-content/uploads/2021/11/criterion_6/6.4.3._Budget.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The IQAC has contributed significantly to institutionalize the quality assurance strategies and processes. Two practices that were institutionalized as a result of IQAC initiatives are as follows:

1. Feedback from stakeholders:

The IQAC has played a pivotal role in designing the feedback forms. Feedback about curriculum has been submitted online by students and the alumni. The feedback has been analyzed by the IQAC.

2. Mentoring:

Teachers play a major role in the life of adolescents. It is the teacher who is usually an adolescent's greatest strength, someone who places faith in the student and who guides and mentors the student to gear them towards their adult life. During an era of

social isolation and online classes where students are struggling more than ever to stay engaged with their learning IQAC has played a significant role in formalizing and documenting the mentoring system. Two teachers are appointed as mentors for each class, each mentoring a maximum of 30 students. All mentors have regular online meetings with their mentees and submit reports to the IQAC at the end of every semester. There has been positive changes that have emerged as a result of mentoring in terms of students' attendance and results.

File Description	Documents
Paste link for additional information	https://mescollege.org/analysis-2020-21/
Upload any additional information	View File

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

The IQAC reviews the teaching learning process, structures and methodologies of operations and learning outcomes at periodic intervals. The following institutional reviews and teaching learning reforms have been facilitated by the IQAC:

Remedial coaching classes: Students having difficulties in understanding the concepts in different courses are given an opportunity to enroll for remedial coaching classes. The remedial coaching scheme is extended to all students including SC/ST/OBC/Minorities/ Physically Challenged. The remedial teaching has been continued even after non receipt of UGC funds. Under the book bank facility, books are given to the students who have enrolled for remedial coaching classes.. An analysis of the students' results showed that their performance has improved after attending these classes.

Use of Online tools for effective teaching: Due to the on-going Pandemic, the mode of teaching was changed to the online platform. The IQAC conducted training for the teachers on G-Suite, Google Classroom, OBS etc., to enhance the online teaching learning process.

File Description	Documents
Paste link for additional information	https://mescollege.org/wp-content/uploads/2021/11/criterion6/6.5.2_Remedial_Report.pdf
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://mescollege.org/wp-content/uploads/2022/01/Annual-Report-2020-21.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

As part of the curriculum the college offers courses pertaining to gender in the subjects like Sociology, Psychology, Political Science, Konkani and English. The papers like Gender and Violence, Sociology of Gender, Gender and Society: Some emerging issues, Psychology of Gender and Identity. Introduction to Human Rights, Human Rights Movements in India and Contemporary issues in India and Women's writing are offered which make students sensitive about gender issues.

The co-curricular activities include awareness programmes, seminars, workshops, training sessions pertaining to gender issues, health and hygiene of adolescent girls, psychological and medical health, self-defence and personality development are organized by various Departments and Cells/Associations.

A spacious Girls common room, vending machine for sanitary pads and incinerator is provided for girls to ensure better medical health. Two full time counsellors are appointed for counselling of all individual including girls and female staff. The counsellors have also organised online activities to ensure better psychological health of women especially during the pandemic.

To ensure safety security of women there are 3 security personnel and CCTV surveillance located at strategic points. The Internal Complaints Committee has been constituted for the protection, prohibition, prevention and redressal of sexual harassment of women including staff and students.

File Description	Documents
Annual gender sensitization action plan	https://mescollege.org/wp-content/uploads/2021/12/Criterion%207/7.1.1%20Gender%20Champion%20Cell%20Plan%20of%20Action%20202-21.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://mescollege.org/wp-content/uploads/2021/12/Criterion%207/7.1.1%20links.pdf

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

C. Any 2 of the above

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

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste

1. Solid waste management:

The institute takes adequate measures for effective collection, segregation, recycling, management and disposal of solid waste.

- **Vermi composting:** To deal with solid waste the college has an excellent functional vermi composting unit since March 2008. The compost generated is used as manure for plants in the campus and surplus manure is sold to the college staff and to the neighboring community.
- **Installation of an incinerator:** The College has installed an incinerator to dispose off sanitary pads and bio-waste generated on campus.
- **Aerobic Composting:** The college generates a large amount of garden waste in the form of fallen dry leaves. Hence it was decided by the Nature Club and Resource Management Cell of the college to compost these leaves using the aerobic composting method. The dry leaves were layered with a layer of kitchen waste and cut grass. Cow dung and curds were used as an inoculant. The entire process takes two months to generate compost.

2. E-waste management:

The E-Waste Management Policy is framed to deal with the E-waste generated in the college. The non-functional electronic devices are disposed as per the procedure mentioned in the policy.

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

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1.Restricted entry of automobiles
- 2.Use of bicycles/ Battery-powered vehicles
- 3.Pedestrian-friendly pathways
- 4.Ban on use of plastic
- 5.Landscaping

B. Any 3 of the above

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

C. Any 2 of the above

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

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

A. Any 4 or all of the above

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

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

The college conducts a number of activities for the promotion of inclusive environment. In order to promote and preserve the socio-cultural diversities, online competitions were organised by the Women Cell 'Jyoti' on the eve of Christmas such as Christmas candle decoration and Christmas wreath making competition for the girl

students on 22nd December 2020. The Association of Art and Culture organised an online quiz activity on the culture and history of Goa during the liberation period.

The college encourages and promotes linguistic diversity by conducting various competitions and activities for the students .The Department of Konkani conducted an online quiz competition on 'Konkani language and Literature' and Konkani poetry recitation competition. The Department of Konkani organised a Webinar on 'How to write short story' in Konkani to observe World Konkani Day with a view to promote the konkani language and improve the knowledge of Konkani literature among the students.The Department of Konkani alsocelebratedthe World Tiatr Dayby conducting webinar on topic'Tiatr'in order to promote and preserve Goan culture. The Department of Commerce released its annualC-ignite magazine wherein the students are encouraged to write poetry, essays and articles in English, Hindi, Konkani and Marathi.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The institution offers courses like Indian Constitution, Constitutional and Social Issues in India, Introduction to Human Rights, Human Rights Movements in India, Democracy and Legal Literacy for students which sensitizes them about the constitutional norms. Various activities for staff and students are conducted throughout the year to create awareness pertaining to constitutional obligations, rights, duties and responsibilities. The college observes Constitution Day, Independence Day, Republic Day, Goa Liberation Day, International Day of Non-Violence and National Unity Day. To commemorate the above days the institution organises activities like reciting the pledge, taking oath, reading of Preamble of Indian Constitution and reading of Fundamental Duties for staff and students. This inculcates the constitutional values, awareness about rights, sensitization about duties and responsibilities.

The institution organises activities like essay competition, slogan

competition, poster making, cleanliness drives, Shramadan, screening of documentaries, online anti-plastic campaign, wealth out of waste competition, observation of road safety week, making of videos and uploading the same on social networking platforms like WhatsApp and Instagram. During the pandemic NSS volunteers also made face masks and distributed among the general public. The activities are organised by NSS, NCC, Value Education Cell and the Department of Political Science.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://mescollege.org/wp-content/uploads/2021/12/Criterion%207/7.1.9/7.1.9%20links.pdf
Any other relevant information	https://mescollege.org/wp-content/uploads/2022/01/7.1.9-Any-other-relevant-information.docx

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

C. Any 2 of the above

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

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

The college organizes and commemorates important national and international days like International Yoga Day, Independence Day, Republic Day, Goa Liberation Day, National Unity Day, NSS Day, Constitution Day, World AIDS Day, International Women's Day, World Tourism Day, World Tiatr Day, World Konkani Day, National Recognition Day etc. Various activities are organised through NCC, NSS, Women's Cell and various departments for staff as well as students. The activities like Pledge and Oath taking, poster competition, essay competition, slogan competition, video making, quiz and elocution competitions are organized to ensure that the staff and students recognise the importance of such days. These activities inculcate a sense of patriotism, universal humanism, brotherhood, tolerance and democratic values like liberty, equality and justice. The Institution strives to create a socially inclusive mindset by organizing such activities so that a harmonious society is created. As students of the college come from diverse social, cultural and economic backgrounds, it becomes essential to bring them on a common platform to ensure that they are brought in the mainstream. The institution ensures that maximum participation of students in such activities.

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

7.2 - Best Practices

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

Name of the College: M.E.S. College of Arts and Commerce, Zuarinagar, Goa

1. Title of the Practice: Environmental Friendly Practices

Objectives of the Practice

M.E.S. College of Arts and Commerce has taken the following initiatives to make environment friendly campus:

- Creating environmental awareness through 'Kasturi' Lecture

Series.

- Installation of Solarstreet lights on the college campus
- Aerobic Composting
- Medicinal Plant Garden

The following are the objectives of the above initiatives to make the campus environment friendly;

1. To create awareness among students and staff of the college and neighbouring community about environmental issues.
2. To facilitate sustainable solutions through teaching, research and extension activities that tackle issues of the campus and community.
3. To ensure the preservation of bio-diversity and the protection of eco-sensitive areas by adopting environment friendly initiatives.
4. To encourage traditional practices like aerobic composting for the conservation and sustainable use of natural resources

The Context

The college intends to create environmental consciousness among students and community. Hence we engage and take care of the environment and surroundings. Our aim is to sensitize the students and staff about environmental issues and challenges and be aware of the environmental aspects. In order to spread knowledge about our responsibility towards the environment, we conduct lectures on various environmental issues. We make use of solar street lights which illuminate areas to conserve resources. We make use of the traditional methods of composting to generate our own organic manure for our trees and plants on the campus.

The Practice

Creating environmental awareness through 'Kasturi' Lecture Series.

Kasturi is a lecture discussion series held in memory of late Dr. Kasturi Dessai, Founder member of Botanical Society of Goa. This series is conducted by the Foundation for Environment Research and Conservation (FERC) in collaboration with MES College. These lectures touch on various topics of significance and concern to the people of Goa by proving to be a platform for open discussions, knowledge exchange and sharing. Nature Club and Resource Management Cell organize regular lectures series to sensitize the students, teachers and the community on various environmental issues and challenges.

The details of the 'Kasturi' Lecture series are as follows:

In view of the current pandemic, the lecture series was organized via Google meet. The speaker for the first session was Mrs. Gulab Borkar, who is an environmental educator. She spoke on the topic "Kitchen to garden and back". She initiated how each of us could start growing our own kitchen gardens using things from our kitchens. She gave a list of plants which could be grown in the kitchen garden. She also spoke about how these vegetables, fruits and herbs will be free from pesticide and fertilisers as wastes from the kitchen will be composted to provide the plants with nutrients.

The second lecture of the Kasturi lecture series for the academic year 2020-21 was held on Friday 30th July 2021 via google meet. The resource person for the lecture was Mr. Shashank Bhosale who is an environment educator. He spoke on the topic 'Carving your own path: Journey of an environment educator'.

Installation of solar street lights on the college campus

The college installed solar street lights with a view to harness solar energy, thereby reducing its dependence on conventional energy sources. Solar energy is a renewable energy source and does not generate any pollutants. The college has installed solar lights for illuminating the pathways and the common area. This would not only save operating costs but would contribute towards environmental sustainability.

Aerobic Composting

The college generates a large amount of garden waste in the form of fallen dry leaves.. Hence it was decided by the Nature Club and Resource Management Cell of the college to compost these leaves using the aerobic composting method. The dry leaves are layered with a layer of kitchen waste and grass. Cow dung and curd is used as inoculants for composting.

Medicinal Plant Garden

The Medicinal Plant Garden was setup with the main objective of sensitizing the students about conservation of the rich biodiversity and in particular the role of medicinal plants in providing holistic healthcare both in traditional and modern systems of medicine. Plants such as Lemon grass, khus-khus, Basil, Vetiver, Aloe vera have been planted.

Evidence of Success

Through the 'Kasturi' Lecture series, the college has succeeded in sensitizing all students and the general public about the various environmental issues and the significance of creating an environment friendly campus.

Aerobic Composting method facilitates the cleanliness in the campus due to large requirement of the dry leaves and other wet waste. Organic compost is generated at very low cost which is used to nurture the plants. The surplus compost can be sold to generate revenue for the college.

Solarstreet lights are installed on the campus which provides illumination during night time without using the conventional source of power. It reduces the overall electricity cost of the college.

The Medicinal Plant Garden has helped in popularizing the usefulness of commonly available and frequently used herbal plants.

Problems Encountered and Resources Required

The problems encountered are as follows:

Installation of Solar panels involves a significant cost which has to be incurred by the college.

Notes (Optional)

Seminars and workshops could be conducted for the general public to create awareness about various environmental issues.

Students and Teachers can be taught the process of Aerobic composting which will enable them to try at their own houses.

2. Title of the Practice: Remedial Coaching

Objectives of the Practice

Remedial Coaching is undertaken at the under graduate level with a view to

- Improve the academic skill and competency of the students in various subjects
- Raise the students' level of comprehension of basic subjects

and to provide a stronger foundation for further academic work.

- Improve the academic performance of the students.

The Context

Education is meant not only to nurture the excellence of students who have been gifted with wisdom but to uplift all those who are not performing academically well in their career pursuit. Remedial coaching intends to increase the academic efficiency of students who intend to undergo higher studies, and also to reduce the failure and dropout rates. Each student differs in terms of academic proficiency, learning abilities and performance. Students with learning problems tend to be diffident and more passive. They hesitate to express views or raise questions and gradually lose interest in learning. Some students find it difficult to catch up on basic concepts during the regular lectures and hence are in need of remedial coaching.

The Practice

The institution has been a pioneer in offering personalized care to the students since the inception of the remedial coaching classes. Remedial Coaching is provided to needy students who want to seek help from the faculty for their studies. The notice is drafted and sent to all the classes informing students who intend to register for remedial coaching classes. The Co-ordinator of Remedial Coaching classes prepares the list of registered students to make arrangements for the required subject teachers. Students are allotted to various faculty members and individual time-table is prepared for the remedial classes. The remedial classes are normally held after the regular class hours of the college. The students who register under remedial coaching scheme are also provided the Remedial Book Bank Scheme through the college library. Since there are few students allotted to each faculty member, personal attention is ensured which improves their academic performance. The difficulties and doubts are cleared by having face-to-face interactions.

Evidence of Success

The remedial coaching has benefitted the academically weaker students, wherein; after undertaking the said coaching, a serious attempt is made to raise the level of these students so as to make them academically strong and competent on par with other students. The students who register and regularly attend the coaching classes

perform better in their semester end exam. This practice receives huge response from the student community. There was significant qualitative and quantitative improvement in the level of achievement. The efficacy of the programme is reflected in the better performance academic performance by students and subsequent student progression.

Problems Encountered and Resources Required

- The first generation learners have difficulties in coping with the regular classes as well as remedial classes since they come from an inclined socio-economic culture.
- Due to the large strength of students in the UG programmes, batch-wise teaching becomes difficult.
- Weak cognitive skills coupled with slow speed learning and low attention span may pose a burden on the faculties to carry on with remedial teaching.

Notes (Optional)

File Description	Documents
Best practices in the Institutional website	https://mescollege.org/criterion-7/
Any other relevant information	https://mescollege.org/wp-content/uploads/2022/01/7.2.1-Additional-Information.pdf

7.3 - Institutional Distinctiveness

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

Murgaon Education Society (M.E.S.) was established in 1971 with a mission to provide access to higher education to the youth residing in and around Mormugoa Taluka. The College aims to bring integrated development of its students so that they can play a positive role in nation building and become self-reliant.

The institution is distinctive as, in line with its vision of 'serving the society', it provides higher education, giving equal opportunity to all students seeking admission. The college lays emphasis on the educational needs of economically backward class and

deprived communities belonging to SC/ST/OBC categories. The institution believes in inclusive education in terms of gender, income, caste, etc. The College has given thrust and priority to its initiative of diversity, inclusion and integration. Through schemes like NSS, NCC, Nature Club, the institution inculcates values of community development, spiritual values, transparency and service to humanity.

The institution strives hard to support students who are financially weak through Students' Education Fund created by the faculty. Every year faculty members contribute a requisite amount from their salary to this fund voluntarily. The said funds are made available to the needy students based upon the number of applicants and available funds.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

The Plan of action for the academic year 2021-22 are as follows:

1. Strengthen the industry-academia linkage
2. Lecture series by our well placed Alumni
3. National Webinar on Research
4. A session by IQAC Coordinators of 'A' Grade Colleges
5. A workshop for teaching and non-teaching staff on 'How to lead stress-free life in today's world'