Our Lady of Grace Trust's

ST. GONSALO GARCIA COLLEGE OF ARTS AND COMMERCE, VASAI

STAFF WELFARE REPORT

6.3.1: The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression.

St. Gonsalo Garcia College of Arts & Commerce is dedicated to supporting the career development and welfare of its valued teaching and non-teaching staff. To ensure that its faculty members receive due recognition for their hard work and dedication, the college has effectively implemented the filling of appraisal forms through the Performance Based Appraisal System (PBAS). As a result of this, eligible teachers have been granted promotions after undergoing the necessary university procedures.

Moreover, the college recognizes the importance of employee welfare and has instituted welfare schemes for both its teaching and non-teaching faculties. The college has made arrangements for availing all government schemes such as Gratuity, Pension, Commutation of Pension, Earned Leave encashment, Maternity Leave, Medical Facility, Leave on Overseas Project or Conference, and Permission to attend Faculty Development Programmes such as Orientation programmes and Refresher courses, short term courses, etc.

The college has also taken various initiatives to promote continuous learning and skill development among its faculty members. The college has registered as a Swayam Chapter, and teachers have completed Swayam courses. The college is also registered under Coursera, and many staff have taken advantage of these courses to help in their career development. This has been highly appreciated by the faculty members, as it has helped them enhance their knowledge and skills.

In addition to these measures, the college provides several other benefits to its teaching and non-teaching staff, such as flexible work arrangements, health and wellness programs, and access to professional development resources. These benefits have been designed to promote a positive and supportive work environment, which is essential for the overall well-being and career growth of the college's faculty members.

ST.GONSALO GARCIA COLLEGE Vasai

St. Gonsalo Garcia College of Arts & Commerce has established itself as an institution that values and prioritizes the career development and welfare of its staff. Its efforts to promote continuous learning, recognition, and employee welfare have made it a sought-after workplace among the academic community.

1. Performance Appraisal System

To ensure that the teaching staff members are performing at their best and to provide them with the opportunity for professional development, the college has implemented a self-assessment-cum-performance appraisal system. This system is based on the Academic Performance Indicator (API) and Performance-Based Appraisal System (PBAS) and is designed to assess the performance of teaching staff members on an annual basis.

Under this system, all teaching staff members are required to fill out the PBAS forms each year. These forms provide a comprehensive assessment of their performance over the past academic year, and are used to evaluate their overall contribution to the college. The forms cover a range of areas, including teaching, research, and professional development, and are used to identify areas of strength and areas where improvements can be made.

The self-assessment-cum-performance appraisal system is an important tool for the college administration to assess the effectiveness of its teaching staff members, and to identify areas where additional support or resources may be required. It is also a valuable tool for the teaching staff members themselves, as it provides them with feedback on their performance and helps them to identify areas where they can improve their skills and knowledge.

Overall, the implementation of the self-assessment-cum-performance appraisal system is a reflection of the college's commitment to providing high-quality education and supporting the professional development of its teaching staff members. By ensuring that all staff members engage in ongoing self-assessment and professional development, the college is able to maintain a strong academic environment and continue to provide its students with the best possible education.

ST. GONSALO GARCIA COLLEGE Vasai

The form is available in the following link:

ggcollege.ac.in/NAAC/215706_CAS_Format_13_pages_Landscape.docx.pdf

teachers yearly PBAS is available on: https://drive.google.com/drive/u/1/folders/1mH6-M52B82gqjq-kfPBYNdJmCu529Y8O

1. The Following teachers received promotions to the next grade during the last five years:

Sl. No	Year	Date of Placement	Name of the Professor	Designation	Level and Pay Matrix From	Level and Pay Matrix To
1	18-19	26-03-19	NadkumarZambare	Assistant professor	L10 57700-182400	L11 68900-20550
2	19-20	20-6-19	Dr. Sonawane Anil	Assistant professor	L10 57700-182400	L11 68900-20550
3	20-21	24-3-21	Dr. Tonde Ramdas	Assistant professor	L10 57700-182400	L11 68900-20550
4	21-22	08-5-21	Dr. Veer Chaitanya	Assistant professor	L10 57700-182400	L11 68900-20550

2. The annual day function of the college recognizes teachers who have not taken any casual leave throughout the academic year. These teachers are honored for their dedication and commitment to their work..
3. The college's Annual Day celebration recognizes and honors those who have completed their Ph.D. degree.
4. The college's Annual Day function honors teachers who have successfully completed 25 years of service, and their achievement is recognized by being published in the college's annual.

2. Financial Support

- The college reimburses 50% of the registration fees for national and international workshops and conferences attended by its staff.

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional	Amount of

			body for which membership fee is provided	support received (in INR)
2017	Prof. Ajeet kumar Yadav	National Conference 'Life and thoughts of Mahatma Gandhi Relevance to 21st Century'		250
2016-17	Prof .AnilSonawane	1. Film Appreciation work shopon'Parallel Cinema In India" organised by M.S. University. Vadodara 20th Sept to 22nd Sept 2016 2. International conference on ' Global Shakespeare' organised by St. Mira's College ,Pune 16th Dec.2016 3. International Conference 'Emerging Issues in Commerce, Management, Finance, Humanities and Extension Work' on 4th Feb2017		850
2016-17	Prof, GunawantGadbade	1. . International Conference 'Emerging Issues in Commerce, Management, Finance, Humanities and Extension Work' on 4th Feb2017 2. National Conference 'Life and thoughts of Mahatma Gandhi Relevance to 21st Century' 15th Feb.2017		850
2016-17	Mrs P.Indira	1. International Conference 'Emerging Issues in Commerce, Management, Finance, Humanities and Extension Work' on 4th Feb2017 2. Workshop on revised M.com Syllabus		600
2016-17	Mr. Veer Chaitanya	National conference on Paradigm shift		600
2016-17	Prof.Albina Joshi	1. Orientation workshop on revised syllabus in the subject of Mathematics and Statistics. 2. International Conference 'Emerging Issues in Commerce, Management, Finance, Humanities and Extension Work' on 4th Feb2017		2100

ST GONSALO GARCIA COLLEGE Vasai

		3. National Conference 'Life and thoughts of Mahatma Gandhi Relevance to 21st Century' 15th Feb.2017 4. International seminar on 'Social Inequalities and Economic development' on 11th Feb,2017		
2016-17	Prof. HycinthaAndrades	1.National Conference 'Life and thoughts of Mahatma Gandhi Relevance to 21st Century' 15th Feb.2017		250
2016-17	Prof. DeltinaRumao	1. International seminar on 'Social Inequalities and Economic development' on 11th Feb,2017 2. National Conference 'Life and thoughts of Mahatma Gandhi Relevance to 21st Century' 15th Feb.2017 3. International Conference 'Emerging Issues in Commerce, Management, Finance, Humanities and Extension Work' on 4th Feb2017		1250
2016-17	Dr. Somnath Vibhute	1. Workshop on revised syllabus of F.Y.Bcom. 2. International Conference 'Emerging Issues in Commerce, Management, Finance, Humanities and Extension Work' on 4th Feb2017		850
2016-17	Prof.AfeginTuscano	1. Workshop on revised syllabus of M.A. History on 20th Aug.2016. 2. International Journal Sept.2016. 3. National Conference 'Life and thoughts of Mahatma Gandhi Relevance to 21st Century' 15th Feb.2017 4.. International Conference 'Emerging Issues in Commerce, Management, Finance, Humanities and Extension Work' on 4th Feb2017		850
2016-17	Dr.Arun Mali	1. National Conference organised by Abhinav College of Arts, and Commerce, Bhayandar 2. International Conference on Recent and Innovative trends in Science, Commerce, Literature, Social Sciences on 24th March 2017 at Parulekar college, Talasari, Palghar		1300

ST GONSALO GARCIA COLLEGE Vasai

2016-17	Prof. Stanislaus Lopes	1. National Conference 'Life and thoughts of Mahatma Gandhi Relevance to 21st Century' 15th Feb.2017 2.. International Conference 'Emerging Issues in Commerce, Management, Finance, Humanities and Extension Work' on 4th Feb2017		850
2016-17	Dr. Suman Rai	1. International Conference on Recent and Innovative trends in Science, Commerce, Literature, Social Sciences on 24th March 2017 at Parulekar college, Talasari, Palghar 2. International Conference 'Emerging Issues in Commerce, Management, Finance, Humanities and Extension Work' on 4th Feb2017		600
2016-17	Prof. Evonne Sakharani	1.Workshop on 'Revised Syllabus of F.Y.Bcom in the subject of Accountancy and Financial Management. 2. National Conference organised by Ghanshyamdas Saraf College,8th Dec.2016		600
2017-18	Prof..Sebastian Rebello			500
2017-18	Prof.Teresa Pereira	1) International Conference organized by St. Joseph College, Nandakhal on 'Information Technology and GST' on 29th September 2017. 2. International Conference organized by St. Teresa Institution of B.Ed, Santacruz on 'Role of Local Self Government in the Learning Process at Bassein' on 12th October 2017.		2600
2017-18	Prof. Albina Joshi	1. International conference on 'Implications of Recent Economic Reforms in India in changing Global Scenario' held on 19th and 20th January 2018 by Shri Bhausaheb Vartak Arts, Commerce & Science College, Borivali. 2.International Inter disciplinary Conference on 'Issues,Challenges& Remedies of Global Higher Education'		1500

ST. GONSALO GARCIA COLLEGE Vasai

		16thFebruary 2018 organized by MVM's Degree college of Commerce & Science. 3. Paper Publication in UGC approved International Research Journal.		
2017-18	Prof. DeltinaRumao	1) International Conference organized by Gokhale Education Society's Shri Bhausaheb Vartak Arts, Commerce and Science College, Borivali, Mumbai, on 19thand 20thJanuary 2018.		750
2017-18	Prof. NandkumarZambre	1. Workshop on ' Main stream Organ Donation' Organised by Regional Organ and Tissue Transplant Organisation (ROTTO), G.S Medical college and KEM Hospital On 7th Dec.2017. 2, Multi disciplinary National Conference on 31st Feb.2018 at Sonopant Dandekar College, Palghar.		600
2017-18	Prof.HycinthaAndrades	1) National Conference held at Sonopant Dandekar College, Palghar on 3rd February 2018. 2) One day workshop on Syllabus Revision for S.Y.B.Com, organized by N.M. College, Vile Parle, Mumbai, on 4th July 2017. 3) National Conference at Maharashtra College of Arts, Commerce and Science, Mumbai, on 24th and 25th November 2017.		1950
2017-18	Prof.Sujata Kulkarni	1. One-day workshop on the revised syllabus of S.Y.B.A. Economics (Paper II & III) on 17thJune 2017 at Joshi-BedekarCollege,Thane. 2. One day workshop on revised syllabus of S.Y.B.A. (Eco-III) on 7thOctober at D.G.Ruparel College, Mahim		1650
2017-18	Prof.P.Indira	1. One Day Workshop on revised syllabus of S.Y.B.Com Business Economics (III & IV) held in M.K.College of Commerce on 23rd June 2017		500
2017-18	Prof.SarithaKurien	1) Workshop on 'Online Examination and Assessment' organised by Board of Examination and Evaluation, University of Mumbai at Sonopant Dandekar College, Palghar on 21st November 2017.		500
2017-18	Prof.GunwantGadbade	1.One-day National conference sponsored by ICSSR and organised by Gurunanak College, Mumbai on 23rdSeptember 2017.		750
2017-18	Dr.Arun Mali	Two Day State Level Workshop organised by Board of Studies in Rural Development on 28th and 29th 2017.		500
2017-18	Prof. Anjali Naik			500
2017-18	Mr.Chaitanya Veer	1.Presented and publishedresearch paper on "Big data output in Scopus during 2012-2016: A Bibliometrics Analysis. In National Conference On Transforming Libraries into Knowledge Resource Centres (KRC) organised by KRC&SHPT School of Library Science SNDT Women's University, Mumbai on 12th January 2018.		854
		2. Research paper published (2018) "Productivity of cloud computing documents during 2009-2016- A study with special reference to SCOPUS. International Journal of Scientific Research in Computer Science, Engineering and		

GONSALO GARCIA COLLEGE

		Information Technology (IJSRCSEIT), 3(1), 1198-1204.		
2017-18	Prof.MonicaPenkar	Presented Paper titttled'Bridging the welfare Gap through CSR: Case Studyt of Maruti Suzuki India Ltd.at multi-disciplinary National Conference on 3rd Feb 2018.		2200
2017-18	Prof.PriyaFarel			500
2017-18	Prof.EvonneSakharani	1. Workshop on revised Syllabi of M.Com Sem III and IV on 7th Sept. 2017. 2. Workshop on 'Conducting and Crafting High Quality Research ' on 24th and 25th Nov. 20107.		1250
2017-18	Prof.AfeginTuscano	1.Workshop on revised syllabus of S.Y.B.A. in the subject of History, organized by University of Mumbai on 19thJuly 2017.		375
	Prof. Monica Penkar	1. Published and presented paper in One day Multi-disciplinary National conference on 'Innovative and Recent Trends in Technology and Management' held on 3rd February 2018 at Sonopant Dandekar College, Palghar.		
2017-18		2. Attended one day workshop on syllabus revision of SYBCom organised by N.M.College of Commerce and Economics , Vile Parle		2200
2018	Prof. Ajeet kumar Yadav	Presented a research paper entitled "Symmetric Design and Lambda Design" held on "International Conference on Discrete Mathematics and its Application to Network Science".		2100
2018	Mr. Chaitanya Veer	Attended One Day Workshop on Rules and Regulations of Library Professionals organized by Knowledge Resource Centre, SNDT Women's University, Churchgate,		200
2019		Presented Paper at University of Mumbai in International Conference organised by History Department and Philosophy Department on 22nd March 2019 on the topic "Promoting Factors to Dr. Babasaheb Ambedkar with special reference to Bible "		1000
2018	Prof. Teresa Pereira	2. Presented research paper at National Conference organized by Ruparel College title – "Evolution and impact on Indian Dress Style (29 Sept. 2018)		600
2018	Prof. Albina Joshi	Presented a research paper entitled "Online Violence Against Women in India" at national level seminar on Eliminating Violence Against Women: Strategies and Legal Mechanism, held on 29/3/2018 at Shri Bhausaheb Vartak College, Borivali.		400
2019	Dr. AfeginoTuscano	1. Presented a research paper at international conference University of Leicester &Dnyansadhana College under topic "Explore unexplored Bombay", 'History of plague crosses in Bombay'. 6-7 Jan. 2019		1000

		paper presented at B.P. Kale College titled 'origin of New Villages during plague epidemic', 11th & 12th Jan. 2019.		
2019		2. research paper presented at National seminar, 'Subaltern Approach to history.' at S.B. Patil College, Solapur, 2 Feb. 2019.		600
2019		3. Presented a research paper in International conference on, 'Dr. Ambedkar's Thoughts on Gender', 22 & 23 March 2019.		1000
2019		4. A research paper presented at B.P. Kale College titled 'origin of New Villages during plague epidemic', 11th & 12th Jan. 2019		450
2018	Dr. Ramdas Tonde	Published a paper ' Sargam ' in Vidhavartha UGC referred international journal in the Issue (October - December 2018) 5.13 impact factor		500
2019	Dr. Arun Mali	Paper Presented in National Conference at Panvel on 19th January 2019 presented Paper on AN OFFLINE AND ONLINE MODE OF COURSES IN URBAN REGION AN OVERVIEW.		650
2018	Prof. Gunwant Gadbade	Participated in one- day workshop on Revised Syllabus for T.Y.B.Com, in the subject of Business Economics organised by SMT.M.M.K College of Commerce and Economics, Bandra (W) in association with University of Mumbai, on 25th June 2018.		800
2018		Participated in one- day workshop on Revised Syllabus for T.Y.B.A Sem VI in the subject of Economics organised by Board of Studies of Economics for University of Mumbai, on 7th February 2018.		
2018	Prof. Saritha Kurien	Attended Syllabus Revision workshop of T. Y. B. Com Accountancy at MMK College, Bandra on 25th June 2018.		500
2018	Prof. HycinthaAndrades	Attended workshop on revised syllabus of T. Y. B. Com at M.M.K College Bandra on 25th June 2018.		1200
2018		Attended workshop on revised syllabus of T. Y. B. Com at St. Gonsalo Garcia College of Arts and Commerce on 23rd July 2018.		
2018	Prof. Anjali Naik			500
2019	Prof. Jose George	One day workshop on 'New AQAR Methodology"organised by Cosmopolitan's Valia College of Commerce and Arts IQAC and IQAC Cluster India on 23rd July 2019	Nil	1000

2019	Prof HycinthaAndrades	Attended workshop on "Revised Paper Pattern", at Thakur College, Kandivali on 27th July 2019	Nil	500
2019	Mr. Chaitanya Veer - Librarian	National level five days training programme on Library Automation and Digitisation organised by Knowledge Resource Centre, Dr. BAMU, Aurangabad from 2nd to 6th December 2019.	Nil	1000
2019	Prof. Anjali Naik	Attending on day workshop on "Revised syllabus of FYBA in the subject of CompulsoryMarathiandOptionalMarathi"at CHM college , Ulhasnagar, on 5th Dec,2019.	Nil	500
2019	Dr. Arun Mali	Two days workshop on 'Revised syllabus of FYBA / SYBA in subject of Rural Development' held on 13th 14th Feb.2020 at Krishi Vigyan Kendra, Kosbad, Dahanu.	Nil	500
2020	Prof. Evonne Sakharani	One Day National Research Conference on "Women Empowerment" bySasmira's Institute of Commerce and Science, Mumbai on 8th February 2020	Nil	800
2020	Mr. Chaitanya Veer - Librarian	One day National FDP on "UGC- CARE: Consortium for academic and research Ethics organized by Viva Institute of Management and Research, Virar dated on 9th January 2020	Nil	250
2020	Mr. Chaitanya Veer - Librarian	Online Informative Session Live On Zoom "Free Resources for Researcher" organized by Mumbai University and College Teachers Association On 7th April 2020.	Nil	200

- To the staff both teaching and No-teaching staff were given interest free advances to meet any emergency. The following is the advances provided during the last five years:

Sl. No.	Year	Advances to Teaching staff	Advances to Non-teaching Staff	Total
1	2017-18	370000	354000	724000
2	2018-19	70000	435000	505000
3	2019-20	-	473000	473000
4	2020-21	-	345000	345000
5	2021-22	30000	160000	190000

- Retired Staff were given financial Gift
  - 2020-21 - Rs. 25000
  - 2021-22 - Rs. 10000
- Reimbursement of cost of books

For academic purposes, teachers are allowed to purchase books from the open market. The college reimburses 50% of the cost of these books.

- Gratuity

As per government rules, employees are eligible for gratuity, and the college ensures that all paperwork is completed and submitted to the concerned department for the realization of gratuity for its retired employees. The college takes all necessary efforts to ensure that its staff receives the gratuity provided by the government.

- Provident Fund

The college provides Provident Fund facility to all categories of employees. The college office maintains their accounts, deducting all amounts from their salary and systematically depositing any contributions into the Provident Fund schemes. Upon request, employees can receive the balance in their Provident Fund account. As per government regulations, employees are also allowed to take loans from their Provident Fund.

3. Other Benefits

- Spacious staff room

The college recognizes the importance of providing a conducive working environment for its staff. To this end, the staff are provided with a spacious staff room with attached washrooms. The room is designed to provide comfortable seating arrangements for the staff to discharge their duties diligently. The college ensures that the staff room is well-maintained and clean, creating a peaceful and relaxing atmosphere for the staff during their breaks and free time. The attached washrooms provide easy access and convenience for the staff, contributing to their overall well-being and job satisfaction.

- Wifi facility

The college recognizes the importance of technology in today's world and strives to provide the necessary facilities to its staff to enhance their teaching and administrative capabilities. To this end, all staff rooms in the college are equipped with desktop computers and WiFi facilities. Teachers can use these facilities, and passwords are provided to them so that they can access the same on their laptops and mobiles. Additionally, corridors are fitted with WiFi modems, providing easy access to the internet for staff throughout the college premises.

The WiFi facilities also extend to the college's classrooms, which are ICT-enabled, allowing teachers to use technology to enhance their lectures. This facility provides teachers with the opportunity to incorporate multimedia tools, such as videos and presentations, into their lessons, making them more engaging and interactive for students. By providing these facilities, the college aims to support its staff in their

ST.GONSALO GARCIA COLLEGE Vasai

professional development and enable them to deliver high-quality teaching and administrative services.

- Counselling

The Management of the college recognizes the importance of supporting the emotional and spiritual well-being of its staff and students. To this end, the college has appointed a Campus Minister who is available to provide support and guidance to staff and students alike. This facility is not only restricted to students; teachers are also allowed to use the services provided by the Campus Minister.

The Campus Minister provides counselling services to teachers, helping them to cope with personal and professional challenges. These services include guidance on stress management, conflict resolution, and emotional support. The involvement of the counsellor has been proven to give mental strength to the staff, improving their overall well-being and job satisfaction.

The counselling facility is available to all staff, and the college encourages its staff to take advantage of this service whenever they need it. By providing access to these services, the college aims to support the physical, emotional, and spiritual well-being of its staff, helping them to achieve their full potential and contribute positively to the college community.

- Present Campus Minister

During college hours, Fr. Dr. Solomon Rodrigues, who is the former Principal of the college, serves as the current Campus Minister and is available on campus to provide support and guidance to staff and students. His experience as a former principal and his knowledge of the college's culture and values make him an ideal candidate for this role.

As the Campus Minister, Fr. Dr. Solomon Rodrigues is responsible for overseeing the college's spiritual and emotional well-being, providing counselling services to staff and students, and organizing spiritual retreats and activities. His presence on campus during college hours ensures that staff and students have easy access to his support and guidance, making it easier for them to cope with personal and professional challenges.

The college community highly values Fr. Dr. Solomon Rodrigues' contribution as the Campus Minister, and his presence on campus is greatly appreciated by all staff and students. The college administration is committed to continuing to support and promote the emotional and spiritual well-being of its staff and students, and the Campus Minister is an integral part of this effort.

- Indoor games Facility

ST. GONSALO GARCIA COLLEGE Vasai

The college administration understands that teaching can be a demanding and stressful profession, and that staff members need opportunities to relax and recharge in order to perform at their best. To help staff members unwind and rejuvenate, the college has provided a range of indoor games facilities on campus.

The indoor games facilities are open to all staff members, and include options such as table tennis, carrom, chess, and other board games. The facilities are designed to provide staff members with a fun and engaging way to take a break from work, and to help them refresh their minds and bodies during busy or stressful periods.

These facilities are located in a separate area of the campus, inside the buildings, to ensure that staff members have a peaceful and relaxing environment in which to unwind. The games facilities are equipped with high-quality equipment and are well-maintained by the college's support staff. Teachers Sports competitions are conducted along with college annual sports week.

Staff members are encouraged to take advantage of these facilities during their free time, or during breaks between classes. The college administration believes that providing these types of amenities is an important part of supporting the overall well-being of its staff members, and is committed to continuing to invest in facilities and services that help staff members stay happy, healthy, and productive.

- College Picnic

The college recognizes the importance of team building and bonding among its staff members. As part of this effort, the college organizes a yearly picnic for all the staff members. This event allows the staff to unwind and take a break from their daily routine.

The staff members are encouraged to suggest and identify suitable picnic spots, and the committee responsible for organizing the picnic selects the final location. The staff members are given the opportunity to explore and enjoy the scenic beauty of the chosen location.

During the picnic, the staff members are provided with various games and activities to participate in. These activities are designed to foster teamwork and collaboration among the staff members. The picnic committee makes sure that everyone is included and that all the staff members feel comfortable and at ease.

Teachers, in particular, cherish these moments, as it allows them to interact with their colleagues and get to know them on a more personal level. It also gives them a chance to relax and rejuvenate, which can lead to improved productivity and morale. Overall, the annual picnic is a much-awaited event for the staff members, and it has become an important part of the college's culture.