YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1. Name of the Institution   St. Joseph's College (Autonomous)

- Name of the Head of the institution   Rev. Dr M. Arockiasamy Xavier SJ

- Designation   Principal

- Does the institution function from its own campus?   Yes

- Phone No. of the Principal   04314226375

- Alternate phone No.   04314226376

- Mobile No. (Principal)   9486781270

- Registered e-mail ID (Principal)   college@mail.sjctni.edu

- Address   College Road, Teppakulam

- City/Town   Tiruchirappalli

- State/UT   9486781270

- Pin Code   college@mail.sjctni.edu

2. Institutional status

- Autonomous Status (Provide the date of conferment of Autonomy)   18/05/1978

- Type of Institution   Co-education

- Location   Semi-Urban

- Financial Status   **Grants-in aid**

- Name of the IQAC Co-ordinator/Director   **Dr A. Rose Venis**

- Phone No.   **04314226469**

- Mobile No: **9443115762**

- IQAC e-mail ID   **iqaccoor@mail.sjctni.edu**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://www.sjctni.edu/IQAC/aqar/2020-2021.pdf

4.Was the Academic Calendar prepared for that year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://www.sjctni.edu/Courses/pdf/2021-2022%20-%20calendar.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**Five Star**	**Nil**	**2000**	**17/04/2000**	**16/04/2005**
Cycle 2	**A+**	**901/1000**	**2006**	**17/10/2006**	**16/10/2011**
Cycle 3	**A**	**3.4/4**	**2012**	**21/04/2012**	**20/04/2019**
Cycle 4	**A++**	**3.58/4**	**2019**	**15/07/2019**	**14/07/2026**

6.Date of Establishment of IQAC   **16/06/2004**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Institute	CPE	UGC	17/12/2014	10200000
Institute	FIST	DST	16/06/2015	8950000
Institute	STAR	DBT	12/06/2015	5800000
Institute	B.Voc.	UGC	05/05/2014	185000
Institute	Special Heritage	UGC	27/10/2015	16732000
Institute	Inspire	DST	12/07/2018	975000
Institute	Ambient air Quality Monitoring System	Tamil Nadu Pollution Control	18/01/2016	Nil
Institute	Unnat Bharat Abhiyan	Centre For Rural Development and Technology	10/05/2021	175000

8.Provide details regarding the composition of the IQAC:

- Upload the latest notification regarding the composition of the IQAC by the HEI   View File

9.No. of IQAC meetings held during the year   9

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?   **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

10.Did IQAC receive funding from any funding agency to support its activities during the year?   **No**

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

Implementation of LOCF curriculum for Undergraduate and Postgraduate progammes

JosTEL - Learning Management System

Joseph Start-up Centre

Accommodating incubatee from outside

NPTEL Local Chapter

12.Plan of action chalked out by IQAC at 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
To conduct Staff orientation and FDP	1) Staff orientation on "Good Teaching for Better Learning" was conducted on 06.08.2021 2) "Health Awareness for Adults" was conducted on 23.10.2021 3) Two day Workshop on "Developing Online Courses in LMS" was conducted on 22nd and 23rd November 2021 4) Two day Workshop on " Uploading the Course Content on LMS" was conducted on 21st and 22nd April 2022 5) Invited talk on " LMS for Techno-Pedagogical Innovations" was conducted on 28.04.2022
To conduct Student orientation and workshop	1) Induction programme for I UG and I PG students was conducted on 01.12.2021 2) One day Workshop for Students on "Basic Video Editing" was conducted on 17.03.2022 3) Orientation Programme for I PG students on "Interacting with a Learning Management System" on 22.04.2022
Learning Management System	LMS for the campus "JosTEL" was inaugurated on 28.04.2022

Incubation and Start-up Centre	Joseph Start-up Centre was inaugurated on 15.03.2022
Paramarsh	1) A One Day Workshop for the Mentee Institutions on Preparation for NAAC Accreditation – A Participatory Process" on 29.09.2021 2) Two mentee institutions were visited for providing Workshop on Criteria wise Data Verification
To apply for NIRF 2022 ranking	Applied and secured 26th position in All India Level
To apply for India Today Best Colleges Ranking 2022	Applied for four streams: Ranking: Arts- 62, Science- 53, BBA –75 and BCA – 41
To submit AQAR reports to NAAC	AQAR reports for the academic years 2018-19 and 2019-20 were submitted to NAAC
To conduct meeting with IQAC and Micro Quality Circle Members, HoDs and Deans	Following meetings were conducted IQAC Meeting –24.08.2021, 26.08.2021 , 21.09.2021, 25.01.2022, 22.03.2022, 23.03.2022 MQC Meeting –26.10.2021, 06.01.2022 , 26.04.2022 Curriculum Development Cell meeting 31.05.2022
To conduct Academic audit, staff evaluation, performance appraisal for staff and feed back from stake holders and staff	1. Performance appraisal of all the teaching staff was conducted on 08.09.2021 2. Staff Evaluation: 09.11.2021 and 10.11.2021& 01 to 03.06.2022 3. Annual Academic Audit- 07 to 11.06.2022 4. Infrastructure & Green Audits- 15.06.2022 5. Parent- Teachers Meet- 04.06.2022
NPTEL Local Chapter	St. Joseph's College recognized as NPTEL/SWAYAM Local Chapter January 2022

13.Was the AQAR placed before the statutory body?   `Yes`

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
IQAC Committee	19/07/2023

14.Was the institutional data submitted to AISHE ?   `Yes`

- Year

Part A	
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• Designation	Principal
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09-08-2023 02:53:24

• If yes, mention the amount	

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`Implementation of LOCF curriculum for Undergraduate and Postgraduate progammes`
`JosTEL - Learning Management System`
`Joseph Start-up Centre`
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- Name of the statutory body

Name of the statutory body	Date of meeting(s)
IQAC Committee	19/07/2023

14.Was the institutional data submitted to AISHE ?	Yes

- Year

Year	Date of Submission
2021-2022	01/03/2023

15.Multidisciplinary / interdisciplinary

The college offers 47 programmes and 1291 courses. The School System facilitates offering elective courses as Between School courses and Within School courses. Each School comprises of a few departments, and each student from a department is offered an Elective / Interdepartmental course by another department of the same school. The student of each department also takes up Elective/Interdepartmental courses offered by departments of other schools, thus facilitating a multi/interdisciplinary approach to academics.

Multi/interdisciplinary approach to academics is also facilitated by Value Added courses offered by various departments of the college that are taken up by the students of the parent department and the other departments.

MoUs with institutions like Association of Chartered certified Accountants (ACCA) offer scope for a holistic multidisciplinary institution.

The students complete MOOC on various Indian and International platforms such as NPTEL-SWAYAM, edX, Coursera, *etc*.

Industry Experts as members of Boards of Studies facilitate the creation of curriculum that incorporates the recent trends in the industry.

16.Academic bank of credits (ABC):

The institution has not yet started working on the creation of ABC.

17.Skill development:

The college offers two-credit Soft Skills programme to all the undergraduate and postgraduate students. Intensive training is offered to students to improve their communication skills and other soft skills. A college has evolved a comprehensive system of testing and evaluation of the skills of the students.

The college offers TWO three-year B.Voc. Degree programmes funded by the UGC viz. Viscom Technology and Software Development and System Administration. The programmes have 40% general education component and 60% skill development component, with multiple entry and multiple exit.

Students exiting the Programme after the completion of

One semester would be granted a Course Certificate

One year would be granted a Diploma Certificate

Two years would be granted a Advanced Diploma Certificate

Three years would be granted a Degree Certificate

Industry partners from Software Sector are integral part of the curriculum design, assessment and evaluation of students.

The B.Voc. programmes integrate NSQF within the undergraduate level of higher education in order to enhance employability of the graduates and meet industry requirements, provide a proper mix of skills relating to a job role and appropriate content of General Education, and ensure that the students have adequate knowledge and skills, so that they are prepared to work at each exit point of the programme.

The college conducts ideathons, hackathons and exhibitions that encourage the students to fine-tune their skills leading to innovations in their respective fields of study, and also across disciplines. The ideas thus generated are incubated in the incubation centre of the college, leading to successful start-up activities of the college.

The Entrepreneurship Cell of the college conducts a series of training, motivational and awareness programmes that focus on the development of the various skills of the

students.

The value-added courses and certificate courses offered by the college strengthen the vocational education of the students.

Various departments offer courses that offer theoretical and practical knowledge and skills for vocational training.

Internship and project work taken up by the students offer a huge scope for the students to acquire many skills necessary to enhance their employability, and to emerge as successful entrepreneurs.

Field Visits provide many kinds of learning experiences to the learners.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The college has three departments that teach Indian languages – Tamil Department, Department of Hindi and Department of Sanskrit.

These departments offer the following Language courses to all the first and second year undergraduate students: Tamil, Hindi and Sanskrit. The texts prescribed by these departments uphold the values of the Indian languages and culture.

Courses taught in the Departments of Tamil, English, Hindi,

Sanskrit, and many Humanities and Science departments focus on Indian ancient traditional knowledge.

The value-added courses offered by these departments also uphold Indian values through the respective languages taught.

The syllabi of various departments contain courses that focus on Indian culture. For instance, The Department of English offers courses such as Indian Writing in English (UG & PG), Indian

Diasporic Literature, Subaltern Literature, Women's Writing in English, World Classics in Translation (UG & PG), Indian Literatures Translated into English, Comparative Literature and Translation Studies, English for Tourism, Basics of Theatrical Art, Translation: Theory and Practice, Contemporary Indian Literatures Translated into English, Comparative Literature, Postcolonial Literatures, etc., that celebrate the Indian Knowledge System, Culture and Heritage.

Indian Arts

Fr Newton Natural History Museum of the college preserves many artefacts of the past. The Visual Communication departments focus on the celebration of Indian arts. INDEP, an interdepartmental cultural extravaganza, includes many competitions that help in the preservation of the ancient and native music, dance and art forms of India. Students of the cultural teams of the college engage in many native music and dance forms such as Kummi,Oyilaattam, Karagam, Tharai, Thappaattam, etc.

Indian Culture and traditions

Many departments conduct cultural competitions that contribute to the celebration of Indian art forms. Traditional festivals such as Pongal, Deepavali, Onam, etc., are celebrated on a grand scale in the college.

The institution has been engaging in academic, cultural and social activities that promote a multicultural and pluralistic society.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The revision of Syllabus (2021) is completed on the LOCF model proposed by the UGC.

In order to implement OBE, the faculty many trainings were offered top the faculty on OBE.

20.Distance education/online education:

The college offers online self-paced courses, value added courses and certificate courses to the students of St. Joseph's College and other colleges on JosTEL.

Extended Profile

1.Programme

1.1	**47**
Number of programmes offered during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1	**7328**
Total number of students during the year:	

File Description	Documents
Institutional data in Prescribed format	View File

2.2	**2262**
Number of outgoing / final year students during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3	**7288**
Number of students who appeared for the examinations conducted by the institution during the year:	

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

3.Academic

3.1	**1291**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

3.2 **321**

Number of full-time teachers during the year:

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

3.3 **17**

Number of sanctioned posts for the year:

4.Institution

4.1 **2997**

Number of seats earmarked for reserved categories as per GOI/State Government during the year:

4.2 **122**

Total number of Classrooms and Seminar halls

4.3 **850**

Total number of computers on campus for academic purposes

4.4 **1406**

Total expenditure, excluding salary, during the year (INR in Lakhs):

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

SJC analyses local, regional, national and global needs through

interaction with students, local community, scientists, social scientists, policy designers, parents, alumni, market and industry, incorporates the developmental needs of society and designs the syllabus as per the guidelines of UGC and parent university. Boards of Studies draw input from faculty, Subject and Industry Experts, Alumni and students.

CDC frames POs, and departments frame PSOs and COs. The process of revising the curriculum aims at providing the best also to the least privileged sections of society. The syllabus drafted is scrutinised by Subject Experts and necessary updation is carried out Pre-Board meetings. The draft finalised in BoS is presented in the Academic Council and General Body for approval.

School System provides interdisciplinary opportunities for students to choose courses focusing on innovation, critical thinking, problem-solving, skill development, entrepreneurship and employability. Integration of Self-Paced Courses, Skill-based electives, IDCs, Internship, Project, MOOCs, Value-Added and Extra-Credit Courses makes curriculum dynamic, flexible, continuously evolving, promoting lifelong and active learning, complementing the development of the community, and enabling learners to apply acquired knowledge and skills in entrepreneurship and employment.

Special Features include implementation of OBE, ACCA courses-integrated B.Com Honours programme, 2 skill-based B.Voc programmes with multiple entry and exit.

File Description	Documents
Upload additional information, if any	[View File](#)
Link for additional information	https://naac.sjctni.edu/AQAR_2021_22/criterion1.php?id=1.1.1

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

5

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	[View File](#)
Details of syllabus revision during the year	[View File](#)
Any additional information	**No File Uploaded**

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

1291

File Description	Documents
Curriculum / Syllabus of such courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	[View File](#)
MoUs with relevant organizations for these courses, if any	[View File](#)
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

54

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	[View File](#)
Any additional information	**No File Uploaded**
Institutional data in prescribed format (Data Template)	[View File](#)

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

47

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	[View File](#)
Any additional information	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	[View File](#)

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

- **As spelt out in the Vision-Mission, PO and PEO statements, the institution incorporates cross-cutting issues into the curriculum.**

- **A holistic view of the cross-cutting issues is provided to all undergraduate students through courses such as Environmental Studies, Essentials of Humanity, Fundamentals of Human Rights and Formation of Youth. The Department of Human Excellence has been revising books on Essentials of Ethics and Environmental Studies.**

- **The course Computer Literacy for all undergraduate students integrates constructive critique on issues like cybercrime, incorporating Human Values and Professional Ethics.**

- **Soft Skills is taught at undergraduate and postgraduate level with varying degrees of training on professional ethics. Joseph's Academy of Soft Skills(JASS) has published and has been periodically revising two books: Winners in the Making: A Primer on Soft Skills and Straight from the Traits: Securing Soft Skills.**

- **301 courses in 47 programmes create awareness among students on inevitable cross-cutting issues such as Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values.**

- **All UG and PG students of the college take up a five-credit**

> Outreach Programme, under SHEPHERD, and are engaged in
> active community service, taking the skills and knowledge
> learnt on these issues to the community, realizing them in
> reality.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

21

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

1148

File Description	Documents
List of students enrolled	View File
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

4389

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://naac.sjctni.edu/AQAR_2021_22/criterion1.php?id=1.4.1
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following	A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://naac.sjctni.edu/AQAR_2021_22/criterion1.php?id=1.4.2
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

2801

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

2801

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 students' learning levels and organises special programmes for both slow and advanced learners.

The college organises programmes catering to the needs of slow and advanced learners.

- Department of English conducts Bridge Course (70 hours), streaming the students into Basic and Advanced categories based on a Diagnostic Test with online and offline sessions.
- Remedial Programmes are organised for students with low proficiency in English and in other courses.
- Students of all programmes are monitored regarding accumulation of knowledge, and life skills and transferable skills, and are trained through Capacity Development and Skill Enhancement programmes.
- Programmes on Competitive Examinations, Career Counselling, Communication Skills, Soft Skills Development and Life Skills and Awareness of Trends in Technology are organised.
- Mentoring System helps slow learners to improve their performance levels.
- Special materials prepared by faculty address learning issues faced by slow learners.
- Peer learning supports advanced and slow learners to improve their knowledge.
- Training and Placement Cell conducts skill enhancement programmes facilitating student placement.
- Research Grants offered by Management benefit students with

- an aptitude for research.
- Students also benefit from Value-Added Courses and MOOCs.
- Students with innovative ideas participate in innovathons and hackathons.
- The incubation centre and start-up centre provide opportunities for incubating the ideas of students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://naac.sjctni.edu/AQAR_2021_22/criterion2.php?id=2.2.1

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/06/2021	7328	321

File Description	Documents
Upload 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:

The autonomous status, CBCS and LOCF facilitate innovative student-centric methods of learning through courses such as skill-based courses, self-paced learning, interdepartmental courses, intra and interschool courses, partial online courses, value-added courses, etc. JosTEL(LMS) and JSC(Start-up Centre) provide a wide range of student-centric learning experiences.

Student-centric methods are practiced:

Experiential learning

Summer projects

Individual/Group Projects

Laboratory sessions

Instrumentation centre for advanced experiments in science

Drama and role plays

Community outreach programme

Embedded internship programme

Educational field and industry visits

Participative learning

Training on Placement

MOOCs

Expert lectures and workshops

Presentations and guided seminars

Need-based industrial visits

Group discussions

Peer-learning circles

Webinars

Video conferencing

Problem solving

Case studies

Soft skills programme

Developing models

Project-based learning

Start-up and innovation melas

Use of science labs, computer labs, hardware lab and language enables students to engage in experiential learning. Use of blended learning and flipped classrooms, and use of ICT tools keep

the students engaged in academics inside and outside the classroom. Workshops imparting skills, with hands-on training, seminars, webinars, conferences, endowment lectures, colloquia, association activities, invited talks, and special talks arranged by various committees and clubs keep the students updated with the latest developments in their respective fields and in multidisciplinary areas of knowledge.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional Information	https://naac.sjctni.edu/AQAR_2021_22/criterion2.php?id=2.3.1

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The faculty use ICT-enabled tools that make teaching-learning process effective and efficient.

They use smart boards, projectors, laptops, computers, tabs, motion controller devices, digital pens and mobiles to facilitate student-centric learning, organize tasks and tests, and create tutorials, instructional videos, presentation videos, mini screen recording videos, talking head videos, slideshow videos, infographics, e-documents, etc.

All students were added in GCR with institutional mail ids.

Faculty engaged in flipped classrooms, synchronous and asynchronous modes of teaching, switching to online and offline modes of teaching, based on instructions from government.

Webinars and Value-Added courses were conducted through GCR, Microsoft Teams, Zoom, eztalks, etc.,

The faculty used OER, and students prepared video assignments, documentary videos, and uploaded them to YouTube.

Examinations were conducted through ERP, and students downloaded question papers and uploaded answer scripts through Student Portal.

JosTEL, the Learning Management System, with 30 complete online courses, runs on a customized MOODLE version 3.11 with 500 maximum concurrent users.

Faculty were trained in, and created modules using Video-editing and Creation(Openshot, Shotcut, Zoom), Screen Recording and Video Capture(OBS Studio, SimpleScreenRecorder, Screencast-O-matic), Animation and Motion Graphic(Renderforest, CANVA, Animoto), and Interactive Video Quizzing and Learning(Mentimeter and Nearpod) tools.

Well-equipped E-studio facilitates creation of e-content by faculty.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://naac.sjctni.edu/AQAR_2021_22/criterion2.php?id=2.3.2
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

321

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The Academic Calendar is prepared by the IQAC and is approved by the College Council. The calendar contains details such as Day Orders, Dates of CIA Components and Semester Examinations, Programme and Evaluation Pattern, Library referencing, important days, celebrations, and information on various clubs and committees for co-curricular, extra-curricular and extension activities.

The calendar is distributed to all the teaching and non-teaching staff and students, and the softcopy is uploaded to the college website.

Activities of associations, clubs and committees, workshops, conferences, alumni activities, placement activities, parent-teacher meeting, Value-Added courses, internship, project work, field visits and extra-curricular activities are planned and organised based on the Day Orders spelt out in the calendar, and are monitored by the Heads, Deans, Controller of Examinations, IQAC, Vice-Principals and Principal.

Any change in the calendar is authorised by the Standing Committee, and is informed to the staff and students through the website, LMS and messaging services.

During the pandemic, the softcopy of the calendar was posted on the college website and the GCRs. Teaching and assessment plans for the semester and day-to-day academic activities of the faculty are recorded digitally on the e-planner available on the faculty portal of the ERP, and forwarded to the IQAC office for evaluation.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	[View File]()

2.4 - Teacher Profile and Quality

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

321

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	View File

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

226

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

10

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

14

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

2

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Examinations Management System(EMS) has been continuously improved by integrating new modules or optimizing existing modules in the Office of CoE(oocoe) portal. The dashboard created in the portal supports facilities like

1. Examiner Selection for Question paper setting
2. Sending Appointment orders for question paper setting, valuation and practicals
3. Receiving question papers through Email Automation for both CIA and Semester Examinations
4. Triggering the automatic download of questions
5. On-screen evaluation of answer scripts
6. Mark Entry is facilitated through dashboard by capturing via forms or Excel document

Most of the examinations were conducted on Online mode and the O/o CoE was supported by ERP. There were significant improvements in terms of efficiency, transparency, and accessibility for students and staff in conducting exams online.

The oocoe portal is an indigenously developed platform that communicates with ERP Server for Student data and fee payment processing. Exams were conducted in GCRs for courses of online nature. Viva-voce for courses like Project and Internship were conducted in GCR and video recordings, screenshots and PPTs were collected as evidence by O/o CoE.

In the infrastructure part, a high-end Canon Printer was purchased for Question Paper printing and for other processes in the O.o CoE

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://naac.sjctni.edu/AQAR_2021_22/criterion2.php?id=2.5.3

2.6 - Student Performance and Learning Outcomes

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

The Curriculum Development Committee frames POs for Undergraduate, Postgraduate and M. Phil programmes in alignment with the Vision-Mission statements of the college, and communicates the same to the departments that, in turn, frame PSOs, in alignment with Graduate Attributes, for the respective Undergraduate, Postgraduate and M. Phil programmes, and COs for all the courses of the programmes.

The syllabi with appropriate POs, PSOs and COs are approved by BoS, Academic Council and Governing Body.

Every member of the faculty is involved in the process of Syllabus Revision, and so, are aware of the POs, PSOs and COs of the college, respective departments and the courses respectively.

Mode of Communication

The POs of the college and PSOs of the programmes are displayed at prominent sites of the college, digital screens, and college

website.

The hardcopy of the syllabi is distributed to members of the faculty, and softcopy is available on LMS and the college website in downloadable format to enable easy and quick access of the syllabi for the students.

Information on POs, PSOs, COs, Graduate Outcomes and Attainment of these through CIA components and Semester Examinations are imparted to the students(freshers) and parents at the beginning of every academic year.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	[View File](#)
Upload any additional information	[View File](#)
Link for additional Information	https://naac.sjctni.edu/AQAR_2021_22/criterion2.php?id=2.6.1

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The attainment of POs, PSOs and COs are evaluated through direct and indirect assessments.

Direct Method:

- Formative Assessment(CIA) of Theory courses comprises of various assignments(Seminar, Assignment, viva voce, Quiz, online test, etc.) for 35% weightage, library referencing for 5%, and Mid-semester and End-semester tests, carrying 30% weightage each.
- Summative Assessment is done through Semester examinations with 30% weightage allotted to MCQs.
- Practical Examinations have a different assessment pattern with Assignment/Record Maintenance/viva-voce for 40% weightage.
- The CGPA reflects the performance of students in various

courses and the same is used to measure the attainment of outcomes quantitatively.

Indirect Method:

- Course Outcome Feedback derived from Faculty-in-charge of each course, Graduate Exit Feedback from Final year students, Alumni Feedback and Industrial/Employer feedback are used to assess the Attainment level of PSOs through Indirect Method.
- The performance of students in competitive examinations is also used to assess the Attainment of PSOs.

Components like internship, project work and extension programmes help the institution in evaluating the attainment of outcomes qualitatively. Activities in the SHEPHERD programme help students measure their contribution towards the needs of the society.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://naac.sjctni.edu/AQAR_2021_22/criterion2.php?id=2.6.2

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

2131

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://naac.sjctni.edu/AQAR_2021_22/c2/2.6.3/Addl/AQAR_2021_22_2.6.3_CoE_Annual%20Report.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://naac.sjctni.edu/AQAR_2021_22/criterion2.php?id=2.7.1

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

- **The institution continuously updates its research facilities through updating the central instrumentation facility.**
- **Periodic calibration of instruments assures good quality of data for applied research.**
- **Based on scholarly merit of individual's projects, college allocates necessary infrastructural and financial support.**
- **The policy of promotion of research and code of ethics facilitate freedom of thought, inquiry, expression and publication.**
- **JSC(Start-up Centre), supporting incubation and entrepreneurship activities provides seed capital and 18-month free space to incubators. It has launched 14 products, and has created avenues for consultancy.**
- **Students and scholars are given orientation to engage in socially relevant research.**
- **In commercializing an IP asset, researcher is rewarded with 80% and institution's share is fixed at 20%.**
- **Seed money, provided through SJC Research Grant to faculty, scholars and students, promotes the research culture of the institution. Rs. 6,43,000 has been granted in the academic year.**

- **SJC Research Directory serves as database of research projects undertaken in the college.**
- **The library is updated with recent publications that support research.**
- **Research Policy of the college is uploaded to the college website, and implementation of the guidelines spelt out is ascertained through various cells like Research Committee, IPR Cell, Incubation and Innovation Cell, etc.**

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://naac.sjctni.edu/AQAR_2021_22/c3/3.1.1/Minutes_of_53rd_GBM.pdf
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

37

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	**No File Uploaded**
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	View File

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

2

File Description	Documents
e-copies of the award letters of the teachers	[View File](#)
List of teachers and details of their international fellowship(s)	[View File](#)
Any additional information	**No File Uploaded**

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

19.25

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	[View File](#)
List of projects and grant details	[View File](#)
Any additional information	[View File](#)

3.2.2 - Number of teachers having research projects during the year

5

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://www.sjctni.edu/research.jsp?id=1
List of research projects during the year	[View File](#)

3.2.3 - Number of teachers recognised as research guides

85

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

3

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://naac.sjctni.edu/AQAR_2020_21/c3/321_322_324/Addl/AQAR_2020_21_3.2.4_Grants%20Received.pdf
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

- **Ecosystem for innovation is nurtured through a dedicated instrumentation centre for material characterization for applied science research.**

- **IPR cell creates awareness on socially relevant research leading to institutional IP assets. Incubation and Innovation Cell suggests seed funds and other requirements for an innovation in lab scale to be converted to large scale.**

- **Start-up committee assesses the quality of innovation and ability to produce in large and helps converting innovation into commercial products.**

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- **Joseph Start-up Centre (JSC), an innovative Centre of Excellence of the college, has come out with 14 products that have contributed to income generation.**

- **JSC has brought into its fold an incubatee, Qantler Technologies, that provides employment opportunities for the students of the college.**

- **Entrepreneurship skills of students are developed through skill-based electives.Entrepreneurship Cell trains students through development centre, establishing networks with organisations and alumni outside campus, through pre-incubation activities and linkage-based knowledge-sharing.**

- **Innovathons and hackathons organized by the Innovation and Incubation Cell help the students turn their innovative ideas into products. The best innovations are awarded with cash prizes.**

- **The college has registered with the Institution's Innovation Council (IIC) of MHRD in 2019.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://naac.sjctni.edu/AQAR_2021_22/criterion3.php?id=3.3.1

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

128

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	**No File Uploaded**

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software	**A. All of the above**

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	**No File Uploaded**

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

46

File Description	Documents
URL to the research page on HEI website	https://www.sjctni.edu/research.jsp?id=1
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

55

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	**No File Uploaded**

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

39

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://naac.sjctni.edu/AQAR_2021_22/criterion3.php?id=3.4.4

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

90

File Description	Documents
Any additional information	**No File Uploaded**
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

162

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	**No File Uploaded**

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

14.07

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	**No File Uploaded**

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

97955

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	View File
List of facilities and staff available for undertaking consultancy	**No File Uploaded**
Any additional information	**No File Uploaded**

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

SHEPHERD, the Outreach Programme of the college, has involved all students of the college in community service, sensitisingthem to pertinent social issues, resulting in organizing programmes to address socially relevant issues such as hygiene, eco-friendliness, gender sensitization, and health:

- Webinars on Medicinal Plants Conservation and Practices during COVID-19 Pandemic, Extension Service in Higher Education, Personal Health Awareness, Medicinal Herbs, Corona Virus is its impacts, etc.
- Special classes for children in Orphanages
- Kitchen Garden Programmes and Sapling Plantation in houses
- Health Awareness Programmes for the Rural Populace on Health, Drip Irrigation and Government Subsidies, Covid-19 Response Programmesand De-addiction
- Kabhasurakudineer distribution
- Stress Management for Anganwadi Workers
- Training on Herbal Medicine Preparation, Rare Herbal Collection and Herbal Nutritive Powder Preparation for Anganwadi Workers
- Tree Plantation
- Solid Waste Management
- Career Guidance Programme
- Medical Camps
- Seminar on Violence against Women and Children in Government and Private Schools
- Awareness programmes on Independence Day, Republic Day, Gandhi Jeyanthi,Teachers' Day, National Youth Day, Human Rights Day, World AIDS Day, Pongal Day International Women's Day, etc.
- Living with Nature Programme
- Trainings and Exposure Programme to Students and Health Workers, etc.

SHEPHERD and service units such as NSS, YRC and other Student Clubs, worked in collaboration with government and non-government agencies in extending their service to the community.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://naac.sjctni.edu/AQAR_2021_22/criterion3.php?id=3.6.1

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

15

File Description	Documents
Number of awards for extension activities in during the year	[View File](#)
e-copy of the award letters	[View File](#)
Any additional information	**No File Uploaded**

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

14

File Description	Documents
Reports of the events organized	[View File](#)
Any additional information	[View File](#)

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

2772

File Description	Documents
Reports of the events	[View File](#)
Any additional information	**No File Uploaded**

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

59

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

38

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

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 equipments, etc.

- The institution has exemplary infrastructural and physical facilities to enhance the quality of teaching-learning process. In 75.864 acres, the institution houses
- 11 Buildings
- 103 Classrooms
- 19 Seminar Halls
- Two Boardrooms
- 850 computers in departments, offices, four labs and ICT centre
- 450 Mbps broadband connectivity
- 78 Wi-Fi points
- 24/7 free internet connectivity to faculty and students
- 12 kiosks
- Language Lab with 50 computers
- Central Instrumentation Centre

- **Start-up Centre**
- **32 Labs**
- **UGC, DST-FIST, DBT-STAR, BSR-funded instruments besides other instruments**
- **7804 books in department libraries**
- **1,82,439 books and 174 print journals in the central library**
- **Media Lab**
- **Learning Management System on MOODLE**
- **Two rooms for counselling sessions**
- **Two rooms for conducting skill development activities**
- **PwD Centre**
- **Separate wings for office of the CoE and SHEPHERD**
- **Century-old museum**
- **Herbarium with 5000 volumes, rare reprints, environmental training centre and 70 subscribed journals**
- **Administrative offices for Shift I and Shift II**
- **Department staffrooms with necessary accessories**
- **592 rooms in five hostels**
- **Sports hostel**
- **Girls' hostel**
- **Playgrounds**
- **Canteen and Nutri-corner**
- **Clinical lab**
- **Lifts, ramps, braille and transport facilities for PwDs**
- **Six open-air stages**
- **Rooms for NCC, NSS, YRC, AICUF, Nature Club and Student Council**
- **Meditation Hall**
- **Seven generators with a capacity of 783 kva power**

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://naac.sjctni.edu/AQAR_2021_22/criterion4.php?id=4.1.1

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

Sports and Games

- The college has 19.61 acres of land allotted for playground that houses pavilion with three galleries with seating capacity of 1000, separate grounds for football, hockey, cricket, volleyball(7 courts), basketball(4), ball badminton(4), kabaddi(2), shuttle, throwball, tennikoit, obstacle field and well-maintained spaces for athletes.
- Infrastructural facilities are available for indoor games like table tennis, chess and carom.
- Sportspersons are provided with scholarship for tuition and hostel fee.
- Coordinator, Director, Assistant Director and an Assistant are appointed for sports.
- Hostels have courts, gymnasium and halls for indoor-games.
- Day-scholar center has indoor games facilities for students.
- The college has a dedicated yoga centre.
- A multi-purpose Gymnasium with a 50-bedded sports hostel is under construction.

Cultural Activities

- The institution has eight halls (Lawley Hall, SAIL Hall, Jubilee Hall, Community Centre, Marian Hall, KPJ Hall, Loyola Auditorium and Xavier Hall) and six open-air stages.
- Most departments house at least one small hall, equipped with necessary equipment such as video and audio systems connected with internet facility for co-curricular and extra-curricular activities.
- Fine Arts Wing has an exclusive Hall with green room.
- The college orchestra has a well-equipped music room.
- An exclusive building is allotted for the 128-year old Camboulives College Band.

File Description	Documents
Geotagged pictures	[View File](#)
Upload any additional information	[View File](#)
Paste link for additional information	https://naac.sjctni.edu/AQAR_2021_22/criterion4.php?id=4.1.2

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

122

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

415

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	**No File Uploaded**

4.2 - Library as a Learning Resource

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

The library of the college is automated with Integrated Library Management Software with the modules for Bibliographic Control, Circulation Management, Report Generation Module, Customization of Digital library with DSpace software, Systematic Mapping of Internet Learning E-resources (SMILES), Web-Online Public Access Catalogue System, Library Gate Entry Management System, Barcode and RFID System and Library Users Statistics Module.

The details of the software are presented below:

Name of the ILMS Software: NIRMAL Suite 2014 Premium Package

Nature of automation : Fully Automated

Version: 2014

Year of Automation : 2000

New features included in the 2014 version are Acquisition Control System, Serials Control System, Self check in and checkout System, Exit Point Recheck System and Digital Repository Advanced Management System.

E- Resources Centre: Digital Library is available in UG reference section with 6 computers for scholars and faculties

RFID: Radio Frequency Identification is installed with scanner, antenna, RFID reader and barcode label

The library also has a Plagiarism Detection Software.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://naac.sjctni.edu/AQAR_2021_22/criterion4.php?id=4.2.1

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources	A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	[View File](#)
Upload any additional information	[View File](#)

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

17.83

File Description	Documents
Audited statements of accounts	View File
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

288

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

4.3.1 Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

IT policy: The College has formulated an IT Policy with a vision to fashion technology-driven governance that enhances transparency, accountability and efficiency, with improved data availability and consistency. SJC-ERP is an indigenous product, and the College is registered owner of all software.

SJC-ERP identifies ERP services, ensures availability of ERP services to all with parity, maintains ERP system, and provides training on ERP to all stakeholders. It provides ICT services to users, through a highly reliable hardware and software infrastructure. The College has expanded free Wi-Fi provision for all its members. The College network comprises of optical, wired and wireless connections throughout the college sites and is maintained by JCICT.

Practice: St. Joseph's College coordinates implementation of E-Governance policy, guiding and binding all users of ICT facilities

to its regulatory framework. This covers use of all computers and related hardware, and use of network infrastructure in all units of the College. Admissions, attendance, payment of fees, timetable, scholarship, examinations-related details and placement of students, and academic, research, extension, consultancy, projects and industrial tie-up profiles of faculty are fully automated. Parents are trained to access information on their wards' profile.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://naac.sjctni.edu/AQAR_2021_22/criterion4.php?id=4.3.1

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
7328	850

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus	A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	[View File](#)
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and	A. All four of the above

software for editing

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://naac.sjctni.edu/AQAR_2021_22/criterion4.php?id=4.3.4
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

1406

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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

- **Classes, laboratories and language labs are well-equipped; all instruments are periodically serviced.**

- **Entry into library is recorded with e-attendance.**

- **Transaction of books/journals/manuscripts is automated for the use of staff, students, and public.**

- **Online directory/catalogue of books/journals/manuscripts enables administrators/users to track the availability of the same.**

- **Access and utility of instruments in the instrumentation centres, books/thesis in department libraries, computer and research labs, museum, smart classrooms and seminar halls**

are recorded

- Users enter into the college website to utilize Wi-Fi and other facilities by accepting terms and conditions pertaining to IT policy of the institution.

- The college has drafted a policy for maintenance of infrastructure, and all stakeholders abide by the guidelines spelt out in the policy.

- Department of Physical Education offers coaching for many sports and games. An indoor stadium hosts a few games.

- Students with special needs are accommodated with infrastructure facilities like audiobooks, ramps, lifts and battery cars.

- IQAC conducts annual Inventory Audit, taking stock of infrastructure in departments/labs/clubs/committees/offices/sports complex/centres of excellence.

- Based on the proposal from departments and centres for maintenance of infrastructure, a specified amount is allotted for maintenance in the annual budget.

- The proposal is dealt with by Finance Committee and approved by Governing Body.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://naac.sjctni.edu/AQAR_2021_22/criterion4.php?id=4.4.2

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

1725

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

1010

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology	**A. All of the above**

File Description	Documents
Link to Institutional website	https://naac.sjctni.edu/AQAR_2021_22/criterion5.php?id=5.1.3
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

4833

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 adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	View File

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

519

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

516

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	**No File Uploaded**

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

29

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

88

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Election:

The Student Council (Chairperson, three Vice-Chairpersons four Secretaries (two girls) and two Fine-Arts Secretaries) is elected

democratically in alignment with the recommendations of Lyngdoh Committee.

Student Representatives are appointed in Sports and Service Units. Representatives of all classes are elected and trained in Leadership and Team-building skills.

Functioning:

The Council and representatives are engaged in organising Awareness programmes on various themes, interdepartmental Sports competitions, Cultural Fests, Teachers' Day, Freshers' Day, flash mob performances, celebrations of interreligious festivals, days of national and international importance, Free Health check-ups, Blood Donation camps and camps for staff and students to obtain Aadhaar card, PAN card, Passport, etc.

Representation in Academic and Administrative Bodies/Committees:

The Chairperson, as member, attends meetings of Academic Council and IQAC, and offers constructive ideas for student welfare.

The Members of the Council are also members of BoS, Internal Complaints Committee, Student Welfare Committee, etc., and various clubs, and bring to the notice of the Management, the grievances of students.

They share the dais with dignitaries in all functions of the college.

The representative of the final year class is Secretary of the Department Association, and all representatives collaborate in organising academic, co-curricular and extracurricular activities of their respective departments.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://naac.sjctni.edu/AQAR_2021_22/criterion5.php?id=5.3.2

5.3.3 - Number of sports and cultural events / competitions organised by the institution

27

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	**No File Uploaded**

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The Alumni Association, registered under the Society of St. Joseph's College, has 12060 lifetime members. It

- offers job-oriented training courses in cosmetology, fashion-designing, aari work, embroidery and tailoring
- runs clinical laboratory for students and public for a nominal fee
- organises reflexology therapy
- provides service of electronic gadgets
- maintains alumni guest house, organises alumni reunion every year, and honours achievers
- releases address directory of outgoing students
- provides breakfast for economically backward students
- institutes endowment funds and sponsors convocation kits

The Association spent Rs.4,00,000 on Covid Relief Expenses.

The Alumni are guest lecturers and resource persons, and also provide internship opportunities to students.

The association contributed to the college by organising the following Alumni Reunion meetings: Physics(11.12.2021), Commerce (26.03.2022), Chemistry(30.04.2022), Tamil (02.04.2022), 1992-1995 Batch of Computer Science(9.10.2021) and Virtual Reunion of Statistics (26.01.2022) and Commerce(21.08.2021).

The Alumni Associations of the College and School organised "Alumni Day" on 02.10.2021.

Reunion of Bangalore Chapter and Chennai and Northern Tamil Nadu Chapter were held on 27.11.2021 and 8.5.2022 respectively.

The US Chapter organised the 14th and 15th Virtual Reunion on 13.11.2021, and 2.4.2022 respectively.

SJC Alumni Volley Ball Players established SJC Alumni Volley Ball Academy to train the volleyball players of the college on 03.10.2021.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://naac.sjctni.edu/AQAR_2021_22/criterion5.php?id=5.4.1

5.4.2 - Alumni's financial contribution during the year	C. 5 Lakhs - 10 Lakhs

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 an effective leadership in tune with the vision and mission of the Institution

- The governance of the college is motivated by a drive to provide the best to the learners, focusing on quality enhancement in all aspects of academics in tune with the vision-mission statements of the institution.
- The ideas presented in the vision-mission statements are achieved by admitting many students from economically, socially and academically disadvantaged sections of the society, and providing them with quality education.
- The college also helps students imbibe a sense of social

- commitment, moral values, socially relevant research, environmental consciousness, ethical use of technological education and life-long learning through a curriculum that caters to local, regional and global needs.
- To facilitate such a learning atmosphere, the governance system of the college is in place with an inspired and responsible leadership that has vision, open-mindedness, strategic thinking, creativity and authenticity to implement continuous developmental measures.
- The college has a multi-layered governance system with a Governing Body, the apex statutory decision-making body, Academic Council, and College Council.
- Collaborative and effective leadership is executed through the appointment of Deputy Principal, Vice-Principals, Deans of IQAC and Schools, CoE and Coordinators of Committees. This is further realized through faculty members representing all administrative and academic bodies, committees, clubs and centres of excellence.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://naac.sjctni.edu/AQAR_2021_22/criterion6.php?id=6.1.1

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

- The college practices a highly decentralised mode of management that follows a structure in which decision-making authority is not limited to a few executives at top level.
- Many administrative positions such as Deputy Principal, CoE, five Vice-Principals, five Deans, two Deans of IQAC, Coordinators of B.Voc. programmes, ERP and women students, and Directors of AICTE-approved programmes and SHEPHERD are created.
- Heads/Coordinators of departments, Coordinators of Student Support Services and Centres of Excellence have decision-making privileges at the micro level.
- Regular meetings are organised between Administrators and Officials, Heads/Coordinators, Teaching and Non-teaching staff, and communication structure flows both vertically and horizontally.
- The college also entertains participative management, and

- collects feedback from Students, Student Council, Faculty, Heads/Coordinators, Parents, Alumni and Employers. The Management, departments, and IQAC analyse feedback collected in their respective domains, and make necessary inclusions in future action plans.
- The School System aims at maximizing resources, expertise-sharing across disciplines, lateral mobility to achieve cross-discipline exposures, and augmenting employment and self-employment opportunities.
- By empowering Deans, Heads/Coordinators and Coordinators of Service Units, the college has reached important milestones in the realm of academics, ICT based TLE activities, Development of Infrastructure, Research, Extension, Consultancy, Collaborations, Counselling and Mentoring, and Gender and Social Equity.

File Description	Documents
Upload strategic plan and deployment documents on the website	**No File Uploaded**
Upload any additional information	View File
Paste link for additional Information	https://naac.sjctni.edu/AQAR_2021_22/criterion6.php?id=6.1.2

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The college had witnessed many changes in the Teaching-Learning and Evaluation methods during the academic year 2021-2022.

Administrators, IQAC, Officials, CoE discussed changes to be made in pedagogy based on emerging trends in the new educational scenario, and arrived at decisions regarding (i)TLE, knowledge sharing with academia and community through a fine-tuning of existing system of e-governance, and (ii) start-up activities of the college.

The IQAC envisioned the creation of a Learning Management System, and JosTEL (LMS), running on a customized MOODLE version 3.11 was created, and 20 Self-Paced courses and 10 Value-Added courses with

complete Teaching and Evaluation modules were uploaded to the portal. The optimal concurrent users limit on the LMS is 250, and the maximum concurrent users limit is 500.

Intensive training was organized for faculty through workshops on navigating LMS and creation of e-content.

The college also had a vision to create a start-up centre in order to support the innovative ideas of the students and faculty, by offering space for incubation. Joseph Start-up Centre(JSC) with 14 products was launched. JSC functions as a centre for consultancy, innovation, incubation and start-ups. Qantler Technologies, a software company of international repute, is an incubatee under JSC, providing employment opportunities to the students.

The college is recognized a Local Chapter by SWAYAM-NPTEL and the Best New Local Chapter of the year.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://naac.sjctni.edu/AQAR_2021_22/criterion6.php?id=6.2.1
Upload any additional information	[View File](#)

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

The effective functioning of the statutory and non-statutory bodies is ensured by a collaborative administrative set up that has created a well-established system that keeps all institutional bodies intact and efficiently operational.

The Jesuit priests are members of Board of Management that plans and supervises execution of plans for the institution. Governing Body, the apex statutory body, with adequate representation from the Board and faculty, holds biannual meetings, to deliberate and approve activities, reports and innovative future plans of

Academic Council, Finance Committee, Board of Studies, and academic performance of the institution.

The Principal and Secretary manage everyday activities and issues of the institution. College Council, Academic Council, Finance Committee and IQAC offer their counsel on pertinent matters. A decentralized system of administration is practiced to ensure efficient functioning of academic and administrative realms.

The college has policy documents clearly spelt out on Research, Consultancy, E-Governance, Staff Service Rules, Recruitment, Promotion and Grievance Redressal Mechanism, Code of Professional Ethics, Core Values of the Institution, and a well-defined Organogram that define the role and functions and code of conduct of the students, staff, faculty, Heads/Coordinators, Deans of the five schools and the IQAC, resulting in efficient functioning of the institution.

File Description	Documents
Paste link to Organogram on the institution webpage	https://naac.sjctni.edu/AQAR_2021_22/c6/6.2.2/6.2.2_QLM_Organogram.pdf
Upload any additional information	View File
Paste link for additional Information	https://naac.sjctni.edu/AQAR_2021_22/criterion6.php?id=6.2.2

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) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The college has initiated many welfare measures for teaching and non-teaching staff viz; health camps, awareness on physical, psychological and social well-being, priority in admission for wards, PF, CPS, RDs, medical and maternity leave, medical insurance, counselling, 24/7 free Wi-Fi, canteen, hostel facility, sick room, community hall for family functions, festival advance, funds to meet emergency expenses, loan facilities through Staff Welfare Fund(Rs.5,00,000) and Staff Co-operative Thrift and Credit Society(Rs.8,00,000), fee concession for staff for doctoral research, indoor games and competitions, bank and ATM.

The college facilitates career development of teaching staff by conducting professional development programmes and permitting them to pursue higher studies, attend training programmes, conferences, workshops, etc., or to act as resource persons.

IQAC, departments and clubs organise programmes that help faculty to update their knowledge on recent developments in their respective fields.

The college provides financial support for (i)research, attending conferences and membership fee for professional bodies for faculty, and (ii)education of children of administrative staff.

Faculty members have access to all e-journals and online databases.

Faculty are recognised in the following areas: Best Department, Best Teacher, Best Publication and 100% attendance.

The college takes necessary efforts for promotions/career advancement of staff as per UGC norms.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://naac.sjctni.edu/AQAR_2021_22/criterion6.php?id=6.3.1

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

1

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 programmes organized by the Institution for its teaching and non-teaching staff during the year

10

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

198

File Description	Documents
Summary of the IQAC report	**No File Uploaded**
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The Principal is the Chairman of the Finance Committee constituted by the Governing Body. The Committee meets before the preparation of Annual Budget, and at the end of the financial year to analyse expenditure. It collects and scrutinises budgets from departments, units and centres every year, and integrates them into the annual budget of the institution to get the approval of the Governing Body.

Fee and scholarship are managed by the fee section and the scholarship section respectively. The college has a policy of making and accepting payments only through cheques, DD and PFMS for transparency.

The Finance Section, under the supervision of Principal and Vice-Principal (Finance), maintains accounts of grants received from funding agencies. Utilization certificates are sent to funding agencies along with audited account statements.

The stock verification team engages in internal audit, analysing data submitted by departments and other units. External audit is conducted by the Chartered Accountant.

The Regional Joint Director of Collegiate Education conducts an annual audit of salary of staff and other related accounts.

AG audit is conducted for grants received from funding agencies of the Central government.

The auditors of the apex co-operative body audit the accounts of the SJC Staff Co-operative Society.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://naac.sjctni.edu/AQAR_2021_22/criterion6.php?id=6.4.1

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

7

File Description	Documents
Annual statements of accounts	[View File](#)
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	[View File](#)
Any additional information	**No File Uploaded**

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

The college has well-defined procedures for mobilisation and utilisation of funds. Student fee, grant-in-aid salary and interest from bank are key financial resources. Funds are also tapped from external sources from funding agencies.

Consultancy, Corporate Training, contributions from Philanthropists and Alumni are other sources of funding. CSR funds of companies are used and collaboration with NGOs are sought for carrying out extension activities. Principal and Finance Committee analyse all fundraising requests and activities. The approval of Secretary is essential for funds raised for permanent improvements in college or college-owned property.

During 2020-2021, the institution generated Rs.50,76,107 from funding agencies, Instrumentation Centre(ACIC), Endowments, MBA Twinning Programme, ISDC, ACCA and Start-ups.

The Principal collects data on the requirements of departments and centres, as part of Annual Budget preparation; he presents the budget before the Finance Committee for its approval, and later

before the Governing Body for final approval. If expenditure on a particular item exceeds One Lakh, the purchase officer gets three quotations, and submits them to Finance Committee. Approval and allocation of budget is communicated to departments and centres. Non-budgeted expenditures are considered based on merit and emergency of the requirement.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://naac.sjctni.edu/AQAR_2021_22/criterion6.php?id=6.4.3

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The IQAC has been engaged in making incremental improvements with regard to the enhancement of quality of the institution. Remarkable initiatives and activities of the academic year include:

- Implementation of LOCF curriculum for Undergraduate and Postgraduate progammes
- Establishment of JosTEL(LMS) and Joseph Start-up Centre(JSC)
- Accommodating incubatee from outside
- Recognition as NPTEL Local Chapter and Best Local Chapter
- Increase of internet bandwidth to 450 Mbps
- Secured 26th position in NIRF
- India Today Best Colleges Ranking 2022: Arts-62, Science-53, BBA-75 and BCA-41

Staff Orientation and FDP

- Staff orientation on "Good Teaching for Better Learning"
- Awareness Programme on "Health Awareness for Adults"
- Two-day Workshop for faculty on "Developing Online Courses in LMS"
- Two-day Workshop on "Uploading the Course Content on LMS"

- Invited talk on "LMS for Techno-Pedagogical Innovations"

Student Orientation and Workshop

- Induction programme for I UG and I PG students
- One-day Workshop on "Basic Video Editing"
- Orientation Programme for I PG students on "Interacting with a Learning Management System"

PARAMARSH

- One-Day Workshop for Mentee Institutions on "Preparation for NAAC Accreditation – A Participatory Process"
- Two mentee institutions were visited for Workshop on Criteria-wise Data Verification

AUDITS

- Academic Audit
- Green Audit
- Inventory Audit

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://naac.sjctni.edu/AQAR_2021_22/criterion6.php?id=6.5.1

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The IQAC constantly monitors the quality of Teaching-Learning process of the college, and promotes and implements necessary changes in the structure and methodologies of operation and learning outcomes.

The IQAC conducts various annual audits to ensure the quality of teaching-learning and evaluation process, infrastructural facilities, and other aspects of education. The Audits include: Academic and Administrative Audit, Inventory Audit, Green Audit,

Energy Audit, etc.,

Departments, Committees, Clubs and Centres of Excellence submit the Action Plan to the IQAC at the beginning of the academic year, and the review of the activities is done at the end of the academic year.

Internal Academic Audit is done in the presence of the Secretary, Principal, Deans of IQAC and the respective School Dean.

The departments work on the constructive suggestions received in the Audit.

Periodic submission of data for ranking agencies such as NIRF and India Today helps the IQAC review the standard of all the activities of the institution.

Action taken on the feedback from various stakeholders enhance the quality of functioning of the college in all the areas.

Self-Appraisal of the faculty, review of the faculty's performance by the Heads/coordinators, and student evaluation of the teaching faculty contribute to the enhancement of the teaching – learning and evaluation process.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://naac.sjctni.edu/AQAR_2021_22/criterion6.php?id=6.5.2

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)	A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://naac.sjctni.edu/AQAR_2021_22/c6/6.5.3/College%20Day%20Report.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

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

The institution promotes gender equity in various walks of its functioning:

- The college has admitted a good number of female students, and has appointed a good number of women faculty who also hold administrative positions.
- Gender equity is embedded in the curriculum, with 24 courses offered by various departments creating awareness among all UG and PG students.
- Gender Equity is also inculcated in the minds of students through various co-curricular and extracurricular activities conducted by departments, clubs, cells and centres of excellence.
- Joseph Association of Women Students(JAWS) organised a webinar on Women Empowerment, and organised a special talk on International Women's day.
- JAWS organises various competitions for the students focussing on women issues in which many male and female students participate.
- SHEPHERD, the outreach programme of the college, and NSS conducted various programmes advocating gender equity, and celebrated InternationalWomen's Day in many adopted villages, promoting gender sensitisation and equity in the community.
- It organised Seminars on Violence against Women and Children in many places.
- ICC and other committees established for the empowerment of

- female faculty, staff and students ensure that gender equity is maintained in the right spirit on the campus.
- Counsellors and Mentors offer essential guidance to female students, teaching faculty and nonteaching staff.
- Health awareness programmes and awareness programmes on safety and security of women are organised.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	[https://naac.sjctni.edu/AQAR_2021_22/criterion7.php?id=7.1.1](#)

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	B. Any 3 of the above

File Description	Documents
Geotagged Photographs	[View File](#)
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

Solid waste Management

- Solid wastes across the college are collected as degradable, bio-degradable and non-degradable wastes separately.
- Plant litter is processed in vermi-compost yard, and bio-fertilizer produce is used for gardening, and sold to the public. Solid waste from hostels is used to feed fish.

Liquid waste Management

- Sewage water is connected appropriately to the government sewage tank to facilitate sewage treatment.
- Waste water filtered out by RO processing unit is utilised for maintenance of gardens.
- Waste water from canteen and other places is diverted to the pond.
- Hazardous chemicals like acids and bases are diluted with rain water before sending them to the sewage tank and the impact is reduced to minimum.

Biomedical waste Management

- Biomedical wastes like napkins are incinerated in small quantities to avoid environmental pollution.

E-waste Management

- The IT policy of the college clearly charts down the process of managing e-Waste. Electronics Department handles e-waste of the college, and recycles the components to a maximum extent.
- MoU with an e-waste management company is established to dispose obsolete electronic gadgets.
- Old systems in good condition are donated through Outreach Department to the adopted village schools.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	View File
Any other relevant information	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	A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

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	A. Any 4 or All of the above

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

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy 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	B. Any 3 of the above

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

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.	A. Any 4 or all of the above

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

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

The Vision-Mission statements promote sustenance of an inclusive environment.

The admission and appointment policies aim at creating a quality-enhanced ecosystem in extending education services to economically and socially disadvantaged sections of the society.

The college has initiated many measures to establish a harmonious existence for staff and students from various backgrounds.

Hindi, Sanskrit and French are offered as Part I courses to enable students from other regions to gain education outside their states.

Department of Human Excellence offers courses to promote equality, and Religious Doctrine for Catholic second year undergraduate students and Formation of Youth for students from other religious backgrounds.

The college organises Mass for Catholic staff and students while staff and students of other religions attend secular motivational talks.

Cultural festivals like Pongal, Onam, Christmas, Ramzan, Karam, etc., are celebrated and students imbibe values of tolerance, understanding and appreciation of various cultures.

SHEPHERD, NSS and committees like Anti-Ragging Committee, UGC SC/ST Committee, Remedial Coaching, Mentoring Facilitation Committee, Equal Opportunity Centre, Joseph's Association of Women Students, Committee for Persons with Disabilities work for emancipation of marginalized sections of staff and students and the community.

Women faculty are given administrative positions such as Deans, Heads and Coordinators in increasing numbers.

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

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

The college organises various awareness programmes for faculty, staff and students on their fundamental constitutional obligations as responsible citizens of India.

The college, NSS and SHEPHERD celebrate important National festivals such as Independence Day, Republic Day, Constitution Day, and birthdays of great Indian leaders during which eminent people deliver motivating lectures, sensitising students and staff on values, rights, duties and responsibilities of citizens.

The college has the constitutional values embedded in the curriculum. Undergraduate students are taught values related to Gender Equality and Empowerment, Integrity in Public Life and National Integration, and Fundamentals of Human Rights by the Department of Human Excellence.

Some departments have integrated into their syllabus salient features of the Indian Constitution with special reference to Preamble and Fundamental Rights. Many departments have incorporated into their curriculum concepts such as gender equality advocated by the Indian Constitution.

Faculty, staff and students take Pledge against Untouchability on Martyr's Day on 30th January. Pledges are also taken on Anti-terrorism Day on 21st May, Anti-Child Labour Day on 12th June, Communal Harmony Day on 20th August and National Integration Day on 19th November every year.

Awareness is created on Constitutional obligations through LED displays at vantage points in the college.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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	A. All of the above

staff Annual awareness programmes on the Code of Conduct are organized	

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 programmes, etc. in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

- **The college organises various celebrations, acknowledging the rich heritage of our nation.**

- **Independence Day and Republic Day are celebrated with ceremonial flag hoisting and parade by NCC and NSS units.**
- **With a secular spirit, the college celebrates festivals- Christmas, Diwali, Pongal, Ramzan, Onam, KARAM(tribal festival)-of various religions and cultures.**
- **Martyrs' Day is observed with rally to memorial of M. Saravanan, our alumnus and Vir Chakra Awardee, and Birth and Death Anniversaries of our alumnus, Dr Kalam, Former President, are observed.**
- **On the birthday of leaders like Gandhiji and Dr BR Ambedkar, programmes such as seminars, exhibitions, human chains are organised.**
- **Relevant pledges(printed on college calendar) are taken on Days on Anti-terrorism, Anti-Child Labour, Communal Harmony and National Integration.**
- **Special programmes are organised on national and international commemorative days such as Teachers' Day, International Human Rights Day, Women's Day, World AIDS Day, Green Consumers Day, Communal Harmony Campaign Week, World Charity Day, National Youth Day, International Girls' Child Day, Children's Day, World Water Day, World Mental Health Day, World Habitat Day, Consumer Day, International Day of the Unborn Child, AIDS Day, etc., and a wide range of awareness programmes are organised in the college and**

villages and slums adopted by extension department.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	**No File Uploaded**
Geotagged photographs of some of the events	**No File Uploaded**
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best Practice – I

Student Admission Process

- **The admission policy of the college is based on the State Government Admission policy for minority institutions and the Jesuit Province policy.**
- **As per the Jesuit Province policy, the college admits students from economically and socially disadvantaged sections of the society.**
- **The college has a very systematic Online Admission process for undergraduate and postgraduate programmes.**
- **The college uses an indigenously developed software that has been tested sufficiently for its validity.**
- **The selected candidates are sent an e-offer of admission through email and messaging services.**
- **The Selection list is also published on the website of the college.**

Best Practice II

Quality Assurance through End-to-End Student Feedback

St. Joseph's College has End-to-End Student Feedback System with

the following objectives:

- To assess the effectiveness of the Teaching-Learning and Evaluation process, Student Support Systems and system of governance of the institution

- To create efficient channels through which the student community can be served

The feedback activities are:

- Students' Appraisal on Teaching Faculty: Odd Semester & Even Semester
- Open Forum
- Survey on Soft Skills
- Survey on the Efficiency of the School System
- Students Satisfaction Survey (SSS)
- Exit Poll
- Alumni Feedback

File Description	Documents
Best practices in the Institutional website	https://sjctni.edu/IQAC/indexx.jsp?id=23&ye=2021-2022
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

- The driving force of the college is the policy of Option for the Poor.
- The college has been focussing on the advancement of marginalised communities -women, students from economically and socially marginalised sections and students with disabilities. The admission policy serves the above agenda.
- The college has incorporated into its curriculum various

topics on gender sensitization and equality.

- Many committees and clubs conduct awareness programmes that emphasize the importance of social equality. True to its Vision, the college strives to inculcate in its staff and students necessary values that would create and sustain a culture of equality.
- Students of the college are trained to excel in academics, yet the notion of excelling in social equality and justice is clearly spelt out in the goals and objectives of the college.
- The Placement Cell assures the placement of students, assuring social respectability and economic independence of the socially and economically marginalised communities.
- Job Fairs for students with Physical Disabilities are conducted and many students are selected for jobs.
- SHEPHERD addresses the locational disadvantages, and serves people of 69 adopted villages and 21 urban areas creating a service-oriented living experience for all the students who become "men and women for others".

File Description	Documents
Appropriate link in the institutional website	https://sjctni.edu/IQAC/indexx.jsp?id=23&ye=2021-2022
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Creation of Online Courses for Self-Paced courses for Undergraduate Programmes

Creation of Certificate Courses (Extra-credit Courses)

Increasing the number of incubates in Joseph Start-up Centre

Offering Google-Certification Online Courses to the students

Training for faculty in Consultancy to increase the number of Consultancy services and aCorporate Training

Internal and External Academic and Administrative Audits