

The Annual Quality Assurance Report (AQAR) **Of the IQAC**

1st June 2013 – 30th May 2014

Part - A

1. Details of the Institution

1.1 Name of the Institution

St. Joseph's Degree & PG College

1.2 Address Line 1

5-9-1106, King Koti Road

Address Line 2

Basheerbagh

City/Town

Hyderabad

State

Andhra Pradesh

Pin Code

500 029

Institution e-mail address

info@josephscollege.ac.in

Contact Nos.

040-23234860, 040-23231769, 9391848211/212

Name of the Head of the Institution:

Rev.Fr. Vincent Arokiadas

Tel. No. with STD Code:

040-23234860, 040-23231769

Mobile:

9346085922, 922247269401

Name of the IQAC Co-ordinator:

Mrs. R. Anita

Mobile:

9391848212, 9849039824

IQAC e-mail address:

iqac2008@yahoo.com

1.3 NAAC Track ID:

APCOGN13654

1.4 Website address:

www.josephscollege.ac.in

Web-link of the AQAR:

<http://www.josephscollege.ac.in/aqar.html>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	3.51	2008	2013
2	2 nd Cycle	--	--	--	--
3	3 rd Cycle	--	--	--	--
4	4 th Cycle	--	--	--	--

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

06.01.2009

1.7 AQAR for the year (for example 2010-11)

2013 - 2014

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- AQAR 2008 – 2009 submitted to NAAC on 13.09.2010
- AQAR 2009 – 2010 submitted to NAAC on 10.12.2010
- AQAR 2010 – 2011 submitted to NAAC on 18.11.2011
- AQAR 2011 – 2012 submitted to NAAC online on 24.12.12
- AQAR 2012-2013 submitted to NAAC online on 15.02.14

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

 Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

 Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

Osmania University

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

√

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

09

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

2

2.4 No. of Management representatives

04

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and
community representatives

00

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

01

2.9 Total No. of members

19

2.10 No. of IQAC meetings held

03

2.11 No. of meetings with various stakeholders:

20

Faculty

09

Non-Teaching Staff

4

Students

4

Alumni

1

Others

2

2.12 Has IQAC received any funding from UGC during the year? Yes

No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos

5

International

National

2

State

Institution Level

3

(ii) Themes

- Emerging trends in commerce-an Edge
- Recent Trends in Financial Management and Financial Services
- Building Truly Engaged Teachers
- Recent Trends in Accounting
- Workshop on Moodle Software

2.14 Significant Activities and contributions made by IQAC

1. Action Plan was drawn at the beginning of the academic year to identify month-wise programs to be conducted by all departments, cells and committees for quality sustenance and development.
2. Action Plan was made for effective NAAC reaccreditation process.
3. Conducted four faculty oriented programs on NAAC Reaccreditation
4. Organised two National Seminars and 12 other faculty development programs for quality enhancement.

5. Encouraged the faculty members to contribute two days salary for raising a common fund of **1,28,303** to be utilized for the families of the deceased members of the college community
6. Josephiesta and Cinevolution were organized where students get an opportunity to showcase their talents and hone their managerial skills.
7. IQAC took initiation in encouraging the departments to participate in surveys conducted by various magazines like The Week, India Today, which branded the college as one among the best colleges, which in turn paved way for academically brilliant students seeking admissions.
8. Communication skills/job skills/soft skills/general aptitude development through Certificate courses were offered to students by all departments
9. CRT programme by placement cell in coordination with various departments for final year students
10. Experiential learning through Industrial visits /Outdoor shooting
11. Examination reforms under Autonomy were undertaken
12. Various community engagement programmes were taken up by the students so that they contribute to society through NSS, Red Cross , JSS,JGG
13. Quality of students is enhanced by encouraging and sponsoring them to attend local, regional and national level seminars/workshops/management meet (3 students presented papers)
14. Faculty are motivated to do research work (M. Phil, Ph .D)
15. Management induced faculty to write research articles and sponsored them for research seminars & workshops
16. Encourage faculty to attend workshops/seminars/refresher courses
17. Review of the Admission process and directions are given to the admission committee to adopt new methods of presentations about the college and the courses available, to give personal counselling to students about the career prospects
18. Infrastructure assessment and enhancement was done

15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year

Plan of Action	Achievements
To prepare SSR for NAAC Reaccreditation	SSR was prepared and placed the website on 15 th Feb 2014 and submitted on 14 th March , 2014 to NAAC Office.
Initiation to NAAC Reaccreditation	Four Orientation Programmes for the faculty were conducted by Rev.FR.V.K.Swamy, HAES Rev. Sr. Alphonsa , Principal St.Francis College for women and

	Rev. Fr. Emmanuel, SJ
To conduct National Seminars	<ul style="list-style-type: none"> Two National seminars on Emerging trends in commerce-an Edge Recent Trends in Financial Management and Financial Services Were conducted.
To sustain quality of education through effective teaching – learning practices	<ol style="list-style-type: none"> 1.Faculty are encouraged to prepare the unit planners well in advance at the beginning of every year 2. Use MOODLE promoted 2. Criterion II explains the outcomes
To enhance infrastructural facilities	Purchased 31 Computer systems, 3 LCD projectors .
To continue the usage of on-line feedback from students on various aspects like curriculum, teaching learning evaluation, teacher quality etc	Online Feedback was taken and analysed and necessary improvement measures are taken.
To achieve academic excellence by trying to achieve 100 % pass in B.Com & PG Courses and improve B.Sc pass percentage	Details in 2.11
To promote innovation, creativity and team-building	Conducted club activities & events for Mega fests
To build a culture of social responsibility through extension and humanitarian activities by students for social upliftment in coordination with NGOs	3.26 gives the details
To conduct training and development programs towards continuous improvement in teaching and Learning	12 Faculty development programs were conducted
To encourage student-centric methods and use of technology for teaching and learning	Presented in Criterion II & V
To groom students for career and enhance their job skills, communication skills and social skills	Pre-placement activities, CRT, campus interviews and certificate courses were conducted
To increase Intellectual capital and continuous improvement in all activities through refresher courses, seminars, experience sharing workshops- national, international and regional & also to present research papers	Details mentioned in Criterion II

To encourage progress in studies and all round development among students specially the weaker and economically backward students through scholarships, remedial and tutorial classes	Scholarships details are enclosed in question 5.10
To enhance our Brand image /reputation among the commerce and science college by participating in Surveys	<ul style="list-style-type: none"> • 1st Perceptual Rank and 5th Factual Rank as Best Emerging Science Colleges by INDIA TODAY magazine - June 2013. • 3rd Perceptual Rank and 5th Factual Rank as Best Emerging Commerce Colleges by INDIA TODAY magazine - June 2013. • St .Joseph's PG College is Placed 112th position among the B-Schools in South India by career 360 Magazine DEC 2013. • Placed 149th rank Overall India by the WEEK Magazine (The Week- Hansa Survey), Nov 2013.
To frame updated need- based curriculum in B.Com, B.Sc, B.A(Mass Communication & Journalism) and BBA courses for prospective autonomy	BOS meetings, Academic council (8 th June, 2013) and Governing Body (27th July 2013) meetings were held. As one batch of Autonomy was completed, curriculum is revised.
To encourage and motivate students to participate in various competitions intra & inter college/ university	Details given in Criterion V
To facilitate Experimental Learning to the students by organizing Industrial visits, field visits	Organised Field Visits/Industrial visits

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The management approved the plan of action and gave consent to implement

Criterion - I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	NA	NA	NA
PG	03	0	03	0
UG	12	0	12	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	14	3	17	5
Others	0	0	0	1
Total	29	0	29	6

Interdisciplinary courses	02	0	02	0
Interdisciplinary papers	--	13	13	0
Innovative	0	1	0	0

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

Core/Elective option

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	All 15 programs
Trimester	
Annual	

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

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

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

Yes. As one batch of Autonomy is completed all departments revised the syllabus to make it level appropriate and industry relevant based on the feedback of various stakeholders.

Mass Communication:

- * Few papers of Department of Mass Communication underwent 20% of change
- * Practical is introduced in the visual communication paper
- * Photo journalism is deleted and syllabus of HC is reduced

Management:

- * All the existing three year papers underwent 25% change in syllabus
- * OR, Management Accounting, Cost Accounting subjects were added
- * Money Currency and Banking, Public Relations, Event Management, Management Information Systems, E-Commerce subjects were removed.
- * General English is introduced in third and fourth semesters of BBA.

Commerce:

20% of the syllabus underwent a change with few structural changes in all most all papers In B.Com honours Entrepreneurship Development is offered in 2nd semester and Business Laws is shifted to the third semester from second semester.

Sciences:

The Department of Sciences- **Physics and Electronics, Mathematics and Statistics, Computer Science** uniformly structured the content of the syllabus into 4 Units where earlier the syllabus was divided into 5 units.

Mathematics & Statistics

- * The Syllabus of Three dimensional Geometry in Mathematics was revised where a new topic Conicoids was introduced
- * Statistics:
- * Clustered Bar Charts, Stem and Leaf chart & Box Plot chart using Spss and MS-Excel are introduced in the practical in Semester-I Descriptive Statistics , Probability and Random variables

General English

As per the UGC requirements about 50% of the English syllabus has been changed and upgraded and to meet the changing requirements of the industry and a knowledge-based society. Soft Skills, Personality development, Competitive Examination questions, Statement of Purpose, Précis writing, essay, computer basics and Executive summary have been added.

Functional English

‘Twelve Years a Slave’ an Oscar winner movie on slavery, Biography of Satya Nadella and a Case Study- ‘The Mumbai Dabbawalas’ have been included . Statement of Purpose, negotiation skills, Executive summary and note-making skills have been added

English Literature:

Paper VI- Dramaturgy-It has been introduced to familiarize the students with theatrical performances. This is a Practical paper with enactment, writing book reviews and a Viva-voce on ‘Techniques of Drama’.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	75	46	28	1	

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	14		02						16	

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	10	37	16
Presented papers	10	64	5
Resource Persons	nil	nil	Nil

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

- * ICT Backed Teaching
- * Use Of OER's
- * Content based animations and simulations
- * Demonstrative Teaching
- * Student presentations
- * Workshops
- * Group Discussions
- * Case studies
- * Role plays
- * Seminars/Guest lectures
- * Experiential learning-Fields visits /Industrial visits/Outdoor shooting
- * Hands- on experience- internships, projects,
- * Creative assignments
- * Guest lecture through usage of Skype
- * Article reviews on various topics
- * MOODLE

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

UG – 175, PG - 130

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

**Online results
Online Hall ticket generation**

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

2

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA 2014	30	13	50	27	nil	90
B.Com 2014	298	22	30	32	1	85
B.Sc2014	65	33	28	17	nil	78
BBA 2014	46	50	30	20	nil	100
M.Com 2011 – 2013	21	10	28	52	nil	90

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

The college conducts periodical audits of its departments.

The college has developed a comprehensive evaluation sheet that is used to collect the data from students at the end of each semester about the overall quality of academic and non-academic programmes organized by the college.. The feedback is analyzed by the IQAC and appropriate action is taken to improve the quality of its programmes.

Apart from this

- The teaching- learning process is continuously reviewed by the Principal, Vice Principal, Director/Dean by taking into account the feedback given by the students.
- Each department submits an annual report as well as monthly reports on the activities comprising academic activities, research and extension activities, innovations in teaching/learning, publications, staff and student achievements, extra and co- curricular activities to the IQAC.
- The result analysis of each department is submitted to the Principal after each semester.
- Every week on Saturday Principal/Director/Heads of the departments go through the attendance registers, academic records, teaching diary which consists of the teaching content and methodology used and suggest certain improvements in staff meetings.
- Unit planners are checked and monitored by the Director/Principal for its effective implementation.
- Realizing the importance of the role of students in helping to sustain and enhance quality, SQAC of the IQAC was launched in the year 2012-2013.They play an active role in enhancing student involvement in college activities and facilitating inclusive education.
- The IQAC, as part of its quality assurance and sustenance policy has systematized the conduct of faculty development programmes and orientation sessions for faculty on building truly engaged teachers, synergy in professionalism, mentoring, effective and innovative teaching methodologies.

The observations of these audits are instrumental in introducing measures to improve teaching-learning and evaluation.

13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	--
UGC – Faculty Improvement Programme	2
HRD programmes	0
Orientation programmes(outside)	0
Faculty exchange programme	0
Staff training conducted by the university	2
Staff training conducted by other institutions	26
Summer / Winter schools, Workshops, etc.	3
*Others (by college)	75

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	22	--	10	15
Technical Staff	4	--	--	2

Criterion – III

3. Research, Consultancy and Extension

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

Research is one of the identified strategic areas of focus. The Policies of the college to encourage faculty to take up research include:

- ❖ Motivating the faculty to register for M.Phil/Ph.D
- ❖ Providing seed money, study leave and research incentives.
- ❖ Research facilities like SPSS (research facilitator software), free Internet, INFLIBNET, DEL NET, research journals.
- ❖ Flexible time table and financial assistance to attend and participate in seminars/workshops/conferences etc at the regional /state level.
- ❖ Faculty are encouraged to present papers and as a result **79** papers are presented by the faculty during the year.
- ❖ Eminent resource persons are invited to conduct workshops/seminars/guest lectures on topics of research interest.

- ❖ Faculty members with Doctorate degree are encouraged to take up the role of internal guides to their peers pursuing research and publications.
- ❖ Research culture among the student body is cultivated through academic programmes which promote research aptitude. Thus a project is made a mandatory criterion for course completion to inculcate scientific temperament.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

3.4 Details on research publications

	International	National	Others In college organised National seminar
Peer Review Journals	1	4	--
Non-Peer Review Journals	1	4	--
e-Journals	1	--	--
Conference proceedings	5	17	41

Peer Review Journals:

- **Mr. Sridhar Reddy** published an article “**A Study on the Relationship between Skill Performance and Selected Physical Fitness Variables of Basket Ball Players**” in *International Journal of Health, Physical Education and Computer Science in Sports* - ISSN 2231-3265, Vol. 12, No. 1, Quarterly, October – December 2013.
- **Mr.Srinivas** published a paper, “**Impact of Brand Celebrity on Consumer Purchase Intentions: a Study with reference to Selected Mobile Service Providers in Hyderabad City**” in *International Journal in Commerce & Management*, Volume – IV August 2013.
- **Mr.Srinivas** published a paper, “**Grocery Items- A study with Reference to Hyderabad City**” in *TRANS Asian Journal of Marketing & Management Research* Vol.2 Issue on Women Consumer’s Preferences in AP on 8 Aug, 2013.
- **Mr. Sridhar Reddy** published an article “**Comparative Study of Visual Reaction Time among Basket Ball & Handball Players at University Level**” in *Asian*

Journal of Physical Education and Computer Science in Sports - ISSN 0975-7732, half yearly Vol.8, No. 2, January – June 2013

- **Dr. S. Brinda** presented a paper, “**Role of Micro Finance in Women Empowerment**” at a National Seminar organized by Bhavan’s College, September 2013.

Non-Peer Review Journals:

- **Mr. Sridhar Reddy** published an article “**A Study on the Reaction Time and Speed in Basket Ball Players**” in *Osmania Journal of Physical Education* - ISSN 0974 - 7109, Vol. 7, and July 2013.
- **Mr. Mohammed Irfan** published a paper, “**Hazrat Kalimullah Jahanbadi and his Tafseer Quranul Quran bil Bayan**”, *Research Journal Dept. of Arabic, Arts College, O.U.*
- **Mr. Mohammed Irfan** published a paper, “**Contribution of Ahmad Raza Khan to the Hadith Literature**”, *Research Journal University College of Science, Saifabad, O.U.*
- **Mr. Mohammed Irfan** published a paper, “**Contribution of Indian Sufi Saints to the Arabic Literature**”, *Research Journal University College for Women, O.U.*
- **Mrs. Aparna Sathe** published a paper “**Temple Culture “ in the Magazine Samskrutam Samskruthi Samajscha published by Samskrut Academy Osmania Univesity**
- **Dr. Ambika Sankar Mishra** published article titled **Growth of Radi in Odisha – It’s been an eventful Journey from Cuttack “ in the Vidura Journal by Press Institute of India with ISSN No-0976-3422**

Conference Proceedings:

DEPARTMENT OF COMMERCE

- **Dr. S. Brinda**, presented a paper, “**Expatriates and the Impact of Cross Culture Training – A Review**” at a National Seminar organized by Don Bosco University, Assam, June 2013.
- **Mrs. Mary Vinaya Sheela**, presented a paper, “**An Effort to Emphasize the importance of Practical Applications of Knowledge gained through Theory**” at a workshop on *Commerce laboratory* organized by St. Ann’s college, Mehdipatnam in collaboration with Dept. of Commerce OU on 5 October 2013.
- **Mrs. C. Savithri**, presented a paper, “**India’s Exports: Problems and Prospects**” at an International Conference organized by Dept. of Commerce, OU, 26 – 28 March 2014.

DEPARTMENT OF COMPUTER SCIENCE

- **Mrs.T.Esther Ratna** presented a paper, “**BioMolecular Computing – a Conceptual Overview**” at a two day International Conference on *Recent Trends in Computer Applications* (ICRTICA '13) organized by Hindustan College of Arts & Science, Chennai on 28 September 2013; Published with ISBN: 978-93-81208-25-0
- **Mr.Joseph Rajakumar & Mrs.E.Sushma** jointly presented a paper, “**Challenges and Opportunities of Bid Data Analytics in Business Applications**” at a National Conference on *Research Trends in Computer Science & Technology* organized by CMR College of Engineering & Technology on 16 November 2013; Published with ISBN: 978-81-92349-0-6
- **Mrs.P.Madhuri Paul** presented a paper, “**Intelligent Multimedia Security Systems**” at a National Conference on *Computer Networks & Information Security* organized by Vasavi College of Engineering on 05 March 2014; Published with ISBN: 978-93-82570-23-3-25
- **Mr.Joseph Rajakumar** presented a paper, “**High Level Treatment of Computer Network Security and Information Protection System in Business**” at a National Conference on *Computer Networks & Information Security* organized by Vasavi College of Engineering on 05 March 2014; Published with ISBN: 978-93-82570-23-3-46
- **Mrs.P.Madhuri Paul & Mrs.E.Sushma**, presented a paper, “**Contextual factors that sustain Impact of Globalization and Technology Innovation by 2020 - A Perspective Study**” at National Seminar on “*Entrepreneurship, Technology and Globalization - Issues and Challenges*” organized by Sindhi College, Bangalore on 26 March 2014; Published with ISBN: 978-81-9273371-8.
- **Mrs.P.Madhuri Paul**, presented a paper, “**Intelligent Multimedia Security Systems**” at a two day National Conference on *Computer Networks & Information Security (NCCNIS' 14)* organized by Dept. of IT, Vasavi College of Engineering, Hyderabad on 5 & 6 March 2014; Published with ISBN: 978-93-82570-23-3-25.
- **Mr.M.Joseph Rajakumar**, presented a paper, “**High Level Treatment of Computer Network Security and Information Protection System in Business**” at a two day National Conference on *Computer Networks & Information Security (NCCNIS' 14)*, organized by Dept. of IT, Vasavi College of Engineering, Hyderabad on 5 & 6 March 2014; Published with ISBN: 978-93-82570-23-3-46.

DEPARTMENT OF SECOND LANGUAGES

- **Mr.Mohammed Irfan** presented a paper, “**The relevance of Shah Walkiullah’s Teachings to the Contemporary Society**” at a National Seminar organized by University College of Science, Saifabad, O.U on 29 June 2013.
- **Mr.Mohammed Irfan** presented a paper, “**Development of Arabic Poetry in Hyderabad during 20th Century**” at a National Seminar organized by AV College on 29 January 2014.
- **Mr.Mohammed Irfan** presented a paper, “**Contribution of the Teachers of Arabic Department, O.U to the Arabic Poetry**” at a National Seminar organized by Osmania University, Hyderabad on 30 August – 01 September, 2013.

DEPARTMENT OF MANAGEMENT

- **Mrs.R.Anita** presented a paper, “**A Study on the Performance Management System in Higher Educational Institutions**” at National Conference in Competency Building Strategies for Sustainable Development in Teaching and Research organized by ANURAG group of Institutions, Hyderabad on 30 October 2013.
- **Mrs.R.Anita** presented a paper, “**A Study on Consumer Dynamics and Marketing Strategies in Service Marketing**” at AICTE sponsored Two day International Conference on Consumer Dynamics and Marketing Strategies in Globalized Economic Era- Perspectives and Challenges organized by Gokaraju Rangaraju Institute of Engineering and Technology, Hyderabad 29-30 October 2013.
- **Mrs.R.Anita** presented a paper, “**FDI – A Key Driver of Economic Growth**” at National seminar on FDI - As a Key Driver of Economy – A Reality Check – Opportunities & Challenges organized by Raja Bahadur Venkatarama Reddy Institute of Technology, Hyderabad.
- **Mrs.Danam** presented a paper, “**Micro and Small Enterprise MSE: Progress, Prospects, Problems**” at National Conference on Innovations: A new Paradigm in Management organized by Padmasree Dr. D.Y. Patil Institute of Management Studies(DYPIMS),Pune ,17-18 Jan, 2014.
- **Mrs.Danam** presented a paper, “**A Study on Social Entrepreneurship- A Growing trend in India**” at National Seminar on Entrepreneurship in India: Problems & Prospects organized by Mahatma Gandhi UNIVERSITY, Nalgonda on 29 January 2014.
- **Mr.Srinivas** presented a paper, “**Consumers Awareness towards Green Pakaging in Hyderabad**” at National Conference on NEW ERA MARKETING CHALLENGES organized by osmania University 27 & 28 August 2013.
- **Mr.Srinivas** presented a paper, “**Effect of FDI on Indian Organized Retail Sector: An analysis**” at National Conference on Competency Building for Sustainable Development in Teaching & research organized by ANURAG Group of Institutions, Hyderabad on 30 October 2013.
- **Mr.Srinivas** presented a paper, “**Perceptual Mapping of Women Consumers on Private Label Brands**” at National Conference on Multivariate analysis for Management research organized by Osmania University, Hyderabad on 14 & 15 September 2013.
- **Mr.Ganesh Anand** presented a paper, “**Online Shopping**” at a two-day National Conference on Paradigm shifts in Marketing- the Road Ahead organized by Central University, Hyderabad on 23 & 24 January 2014.
- **Mr.Ganesh Anand** presented a paper, “**A Study on Public Private Participation**” at International Seminar on Public Private Partnership organized by IPE Marigold Hotel, Hyderabad on 23 & 24 January 2014.

- **Mrs.Mary Francina** presented a paper, “**Structure & Framework of Venture Capital Financing in India**” at National Seminar on Contemporary Issues in Venture Capital & Private Equity Financing in India on 14 & 15 March 2014.
- **Mrs.Molly Chaturvedi** presented a paper, “**Integrated Marketing Communication in Globalised Economic Era**” at National Seminar on AICTE Sponsored Two day International Conference 29 - 30 October 2013.
- **Mr.Manoj De Chlarence** presented a paper, “**Sexual Harassment in Workplace**” at National Seminar on *Emerging Trends in Commerce – an Edge* organized by St. Joseph’s College on 19 December 2013.
- **Mrs.R.Anita** presented a paper, “**A Study on HRM Practices in Educational Institutions**” at National Seminar on National Conference on Management & Social Sciences – Its Impact on Sustainable Development organized by CBIT, Gandipet .
- **Mrs.R.Anita** presented a paper, “**A Study on the Performance Management System in Higher Educational Institutions**” at National Conference on Competency Building Strategies for Sustainable Development in Teaching & research organized by ANURAG Group of Institutions, Hyderabad on 30 Oct, 2013.
- **Mrs.R.Anita** presented a paper, “**A Study on Dynamics And Marketing Strategies in Service Management**” at AICTE Sponsored Two day International Conference on Consumer Dynamics & Marketing Strategies in the Globalised Economic Era- Perspectives & Challenges organized by Gokaraju Rangaraju Institute of Engineering & Technology, Kukatpally, Hyderabad on 29-30 Oct, 2013.
- **Mrs.R.Anita** presented a paper, “**FDI- A Key driver of Economic Growth**” at one day National Seminar on FDI- As a key driver of Economy- A reality Check- opportunities & Challenges organized by Raja Badahur Venkata Rama Reddy Institute of Technology, Hyderabad.
- **Mrs.Danam** presented a paper, “**A study on Corporate Social Responsibility**” at National Seminar on A Two- Day National Seminar on Gandhi Trusteeship & CSR for Exclusive & Inclusive Growth organized by GVP College for Degree & PG Courses on 12 & 13 Dec, 2013.
- **Mrs.Danam** presented a paper, “**A Study on FDI in the Life Insurance Sector in India**” at National Seminar on FDI- as a Key driver of Economy- A Reality check opportunities & Challenges organized by RBVRR, Hyderabad on 7 Jan 2014.
- **Mrs.Danam** presented a paper, “**A Study Reinventing issues in Management**” at International Conference on Reinventing Management Strategy: The Design for Future organized by I.T.S. Institute, Delhi on 30 Dec, 2013.
- **Mr.Ganesh Anand** presented a paper, “**Online Shopping Intentions During the festive Sessions**” at a two-day National Conference on Paradigm shifts in Marketing- The Road Ahead organized by School of Business Management, Hyderabad on 23 Jan.
- **Mr.Ganesh Anand** presented a paper, “**A Study on Public Private Participation**” at International Conference on Pubic Private Partnership organized by Bloomsbury Publishing Indian Pvt. Ltd. On 24 Jan.

- **Mrs.Mary Francina** presented a Paper, “**Innovative HR Practices of Indian Companies**” at International Conference on Contemporary Management (INCOCM 13) organized by NPR College of Engineering & Technology, Dindigul, Tamilnadu on 31 Oct, 2013.
- **Mrs.Mary Francina** presented a paper, “**Managing Human Resources at the Workplace**” at 2nd International Conference on Employer Branding- A strategic tool of HR by SDM Institute for Management Development (SDMIMD), Mysore on 5 Nov 2013.
- **Mr.Srinivas** presented a paper, “**Effect of FDI on Indian Organized Retail Sector: An Analysis**” at National Conference on Competency Building Strategies for sustainable Development Teaching & research by ANURAG Group of Institutions on 30 Oct, 2013.

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

TRANS Asian Journal of Marketing & Management Research – 4.289

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned	Received
Major projects	NIL	NIL	NIL	NIL
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL
Students research projects <i>(other than compulsory by the University)</i>	NIL	NIL	NIL	NIL
Any other(Internships)	3 months	-	-	1,08,125
Total	NIL	NIL	NIL	1,08,125

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

With ISBN No.16 Nos

S.No	Name of the faculty Members	Name of the Book	Publication name	Year of Publication	ISBN No.
1.	Mrs Mary Vinaya Sheela Mrs Ritika Waghray	Corporate Accounting Semester VI	Vaagdevi Publications	2013	978-81-218823
2.	Mrs Mary Vinaya Sheela	Fundamentals of Accounting	Vaagdevi Publications	2013	978-81-9218231-5
3	Mrs Suguna sheela	Macro Economics	Vaagdevi Publications	2013	97881921823
4.	Mrs Mary Vinaya Sheela Mrs Ritika Waghray Mrs Sudha Ramani	Advanced Accounting II Yr- Semester III	Vaagdevi Publications	2013	9788192183608
5.	Mrs Ritika Waghray Mrs Suguna Sheela	Business Economics B.com I Yr - Semester I	Vaagdevi Publications	2013	9788192182339
6.	Mrs Shanthi Kiran & etal	Principles of Management	Himalaya Publishers	2013	9789351420279
7.	Mrs Suguna Sheela & etal	Business Economics & Entrepreneurial Development	Himalaya Publishers	2013	9789351420286
8.	Mrs. R.Sreelakshmi & etal	Principles of Marketing	Himalaya Publisher	2013	9789351420316
9.	Dr.S.Brinda	Financial Accounting	Taxman's Publications- New Delhi	July,2013	978-93-507129-7-9
10.	Dr.S.Brinda	Fundamentals of Information Technology	Taxman's Publications- New Delhi	July, 2013	978-93-507129-7-8
11.	Dr.S.Brinda	Relational Database Management System	Kalyani Publishers	May, 2013	978-93-272-3290-5
12.	Dr.S.Brinda	Programming C Language	Himalaya Publishers	May, 2013	978-93-5051-129-0
13.	Dr.S.Brinda	Web Technologies	Kalyani Publishers	Dec, 2013	978-93-272-3518-0
14.	Dr.S.Brinda	Fundamentals of E-Commerce	Kalyani Publishers	Dec, 2013	978-81-272-6145-0
15.	Mrs Ritika Waghray &etal	Business communication	Himalaya Publishers	2013	9789351420309
16	Mrs Mary Vinaya Sheela & etal	Financial Accounting	Himalaya Publishers	2013	9789351420781

Books by Dr. S. Brinda : (without ISBN no)

1. Prof. G. Ram Reddy Centre for Distance Education: Course Editor: Web Programming –2013
2. Prof. G. Ram Reddy Centre for Distance Education: Course Editor: E Commerce – 2013
3. Mahatma Gandhi Open University: Course Editor: E Commerce –2013
4. Mahatma Gandhi Open University: Course Editor Web Programming –2013
5. Mahatma Gandhi Open University: Course Editor: C Language –2013
6. Mahatma Gandhi Open University: Course Editor: Fundamentals of Infn. Technology –2013.

3.8 No. of University Departments receiving funds from :

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (NAAC)

3.10 Revenue generated through consultancy

Rs.5, 69,000

S. No	Name of the Faculty	Department	Income generated
1	Rev.Fr.Kingston	Mass communication	5,00,000
2	Rev.Fr. Gova Showry	Psychology	20,000
3	Dr.S.Brinda&Mrs.Mary Vinayasheela	Commerce	19,000
4	Mrs.Danam Tressa	Management	10,000
5	Mr.Srinivas	Management	15,000
6.	Mr. V. S. Praveen Kumar	Management	5,000

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
-------	---------------	----------	-------	------------	---------

Number		2			01
Sponsoring agencies		5+ management			College management

3.12 No. of faculty served as experts, chairpersons or resource persons

9

S.NO	FACULTY NAME & DESIGNATION	DEPARTMENT	RESOURCE PERSON TO INSTITUTION
1	Dr. S .Brinda	Commerce	Member of BOS for various Autonomous colleges
2	Rev.Fr.Kingston	Mass Communication	Member of BOS of St. ANN's College, Hyderabad
3	Rev.Fr.Gova Showry	Psychology	St .Francis Degree & Pg College for Certificate course in Theology Conducted a workshop for 2 weeks in St. John's seminary, Ramnathapur in June 2013 Trainer for Constables in Chanchalguda Jail, Hyderabad
4	Mrs. Mary Vinaya Sheela	Commerce	panel member of Indian Overseas Bank
5	Mr. Sridhar Reddy	Physical Education	As a Team Manager accompanied with Osmania University, Central Zone Inter-University Table Tennis Championship held at the Pt. Ravi Shankar Shukla, University Raipur, Chhattisgarh
6	Mr.Srinivas	Management	Resource person for 'Research methodology for Decisions' at Vincent PG College, Hyd.
7	Mrs. Danam Tressa	Management	Resource person for the subject Business Law and Environment at RBVRR College , Hyderabad .
8	Mr.V.S.Praveen Kumar	Management	Resource person for CHAI
9	Mr. Joseph Raj Kumar	Computer Science	Resource person for guest lecture Software engineering and know your technology in Government City College Hyderabad.

3.13 No. of collaborations

International

National

10

Any other

S. No	Department	Collaboration	Purpose/Certificate
-------	------------	---------------	---------------------

			Course
1	Physics & Electronics	Prayog Labs Pvt. Ltd	PCB -Designing
2	Physics & Electronics	BSNL, RTTC, Telecom nagar, Hyd.	Fibre Optic cable laying & Splicing
3	Mathematics & Statistics	Click Institute	Numerical Aptitude
4	Management	Emobitise Technologies	Digital marketing
5	Commerce	Impact Education	Smart Accounting
			E-Commerce
6	Commerce	National Stock Exchange	NCCMP- NSE Certified Course in Market Professionals
7	Computer Science	Pixcacore Pvt. Ltd	Microsoft Certification Course
8	Computer Science	BSNL - RTTC (Regional Telecom Training Center), Gachibowli, Hyderabad	"BSNL Certified Networking Engineer
9	English	Jaya School of Education, Abids	Certificate Course in Pitman's Speed Typing
10	Placement Cell	Igate	CRT

3.14 No. of linkages created during this year **02**

S.No	Department	Collaboration	Purpose/name of the certificate course
1	Commerce	NOBLE Educational Society (National Skills Development Council)	Retail Sectors
2	Mass Communications	The Hindu	Internship, workshops, seminars

3.15 Total budget for research for current year in lakhs :

From Funding agency **NIL** From Management of University/College **1.5 lakhs**

Total **1.5 lakhs**

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	nil
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

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

Total	International	National	State	University	Dist	College
7	0	0	0	0	0	7

An amount of Rs 1,00,000 was given to following staff who contributed for SSR Preparation & other college development activities.

Department	No. of Faculty	Name of the Faculty
English	1	Dr.Sangeetha
Management	1	Mrs.R.Anita
Science	2	Mrs.L. Mihira Priya Mrs. G.Sunitha
Computer science	1	Mrs. Esther Ratna
Non-teaching & Supporting Staff	2	Mr. Vincent Mrs. Elizabeth

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones):
None

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events: **NOT APPLICABLE**

University level State level
 National level International level

3.23 No. of Awards won in NSS:

University level State level
 National level International level

* 90 Students of our college got appreciation certificates from District collector, Hyderabad for participating in World Aids awareness rally on 1st December 2013.

3.24 No. of Awards won in NCC: **NOT APPLICABLE**

University level State level
 National level International level

3.25 No. of Extension activities organized

University forum College forum
 NCC NSS Any other

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

NSS –NATIONAL SERVICE SCHEME

- Mr. M.Sravan Kumar, Programme Officer of Unit-I Code-V from St. Joseph’s participated in the **157th Orientation Programme conducted by the University** Training and Orientation Centre, Andhra University in collaboration with Osmania University from 12 to 18 Sep 2013 at University Science College, Saifabad.
- NSS unit celebrated **International Peace Day** on 15th September 2013 by conducting an Essay writing competition on "World Peace Scenario & India's Role in it".
- **NSS Day** was celebrated on 24 Sep 2013 under the Chairmanship of the Principal and able supervision of program coordinator Mr. M.Sravan Kumar who addressed the students & exemplified the significance of social service through a poem penned by him. The students spoke about social reformation and “Ring the Bell “Foundation to end violence against women. The students also took an oath to end corruption.
- As part of **The Quami Ekta Week** celebrations (19 to24 Nov 2013), the NSS Unit along with the Coordinators organized an effective outreach program on 27th

November 2013 at Chengicherla Village. The highlights of the eventful day included Shramadanam; Cultural Unity Day- Songs, Magic, Street play, Skit play, Importance of good Habits & Cultural Awareness; Survey Of the Village; Photo Session & Vote of thanks.

- To spread **Public Awareness About Aids**, 46 NSS volunteers along with the Programme Office Mr M. Sravan Kumar and Assistant Programme Officer Mr. K. Sridhar Reddy, conducted a **Mass rally campaign** from St. Joseph's College to Lalitha Kala Toranam where the rally campaign ended with different cultural programmes organized by AIDS control board & Society of India.
- As part of **National Youth Day** NSS volunteers of St. Joseph's conducted a seminar on "**Youth towards Nation Building through NSS Volunteers**". Prof. K.Rama Krishna, two times Indra Gandhi National award winner and program coordinator of NSS OU, was the guest of honor.
- 56 NSS volunteers participated in the **state level National Voters Day** awareness campaign conducted by Election Commission AP to spread awareness through a mass rally from GHMC Liberty to Ravindra Bharathi.
- **Pulse Polio Program** about 25 NSS Volunteers contributed to the Pulse Polio Program by rendering their services at Polio Vaccination camps in Hyderabad on Jan 19 and 23 Feb 2014.

RED CROSS

- A **Blood Screening camp** was conducted by the **Red Cross wing** of the college in coordination with the Red Cross Blood bank staff on 22 July 2013 to help the students identify their blood group.
- 35 **YRC volunteers** accompanied by YRC coordinator Mrs.O. Suguna Sheela visited Sri Vidhya's Centre for the Special Children on 6 Sep 2013. They donated Rs.7250 and were filled with tender feelings for them as they played and spent time with them.
- The **YRC** of St. Joseph's conducted an Essay writing competition on the topic "Impact of Social Service Activities on Students" on 5 Oct 2013.
- A blood donation camp was conducted on 12 Dec 2013 by the **YRC** wing of St. Joseph's wherein 150 Josephites came forward to donate blood. Nirvan of 3B donated Oranges to the blood donors.

JSS - Josephites Service Scheme

We, at the College, are strong believers of joy of giving.

- **Visit to Amma foundation:** 40 students of B.Com I Hons accompanied by their Class In-charges Mrs. J.N.P.P. Anantha Lakshmi and Mrs. Ritika Waghray had a gratifying moment as they visited Amma Foundation on 8th Feb 2014 to spend a day with the inmates and donate Rs.15,000 in kind.

- **Visit to Rainbow Homage for Girls:** 50 students of B.Com III A,B and C visited 'Rainbow Homage for Girls' at Musheerabad, Secunderabad on 8th Feb 2014 accompanied by their respective class in-charges Mrs.Sumithra Pujari, Mrs Y.Geethanjali and Mrs Srilatha. The students had a fabulous time as they entertained the children with various games, songs, mimicry and movie dialogues, while donating items in kind worth Rs 25,000.
- **Visit to Home for the Disabled:** 50 students of B.Com III D visited 'Home for the Disabled', an 80 yr old NGO at Bansilalpet, Secunderabad on 8th Feb 2014 accompanied by the class in-charges Mrs.Sreelakshmi, Miss. and Dr.S.Brinda to make a difference to the inmates through entertainment and donation worth Rs.25,000.
- **Visit to Prem Nivas – St. Annes Convent :** 80 students of B.com II year Computers, Honors and Professionals on 8th February 2014, accompanied by HOD, Mrs.Mary Vinaya Sheela and faculty members Mr. Krishna Moorthy, Mrs.Mary Nalina Swaroop, Mrs.Shanti Kiran and Miss.M.Debora visited Prem Nivas, a public charitable and educational trust formed for the noble cause of serving the deprived children and women. Apart from a donation of Rs.19,670 /- and gifts including clothes to snacks , our students succeeded in bringing cheer on the faces of the children through providing entertainment to them even while these children showcased their own talent by reciting prayers.
- **Visit to Gracious Paradise Charitable Foundation:** 50 students of B.Com II A and B visited 'Gracious Paradise Charitable Foundation at Vanasthalipuram on 8th Feb 2014. More than the donation worth Rs.15, 000/- it was the highly personalized gesture of our students personally serving lunch to the 65 orphans that made the moment truly memorable for both, the visitors and the inmates.
- **Visit to The forum for Street Children:** 40 students of B.Com I Prof, accompanied by their Class Incharge Mrs.Suguna sheela lent a helping hand to 36 street children at "The forum for Street Children" at R.P. Road, Secunderabad on 8th Feb 2014 through a donation worth Rs.4000.
- **Visit to Sri Vidhya's Centre for the Special Children:** The visit to Sri Vidhya's Centre for the Special Children was a deeply touching experience for 50 students of B.Com IA who along with their class in-charge Ms G.Kavitha donated Rs.6000 worth gifts to the less privileged.
- **Visit to Friends Foundation:** The students of B.Com IC accompanied by their class in-charges Ms. Arpitha and Mrs.Jyothi visited Friends Foundation at Uppal on 8th feb 2014 and while they donated gifts worth Rs.6000 and played cricket with the orphan kids they were touched by empathy for their fellow human beings.

- **Visit to Government Old Age Home for Women:** 32 Students of B.com I B along with their Class-In-Charge Ms. Bhuvana Immaculate visited Govt Old Age Home – Amberpet, Hyderabad on guidance from WHY foundation(Welfare for Humanity through You) and donated gifts worth Rs 12,500.
- **Visit to THARA - An Orphanage:** 50 Students of B.Com III Honors along with their Class in-charge Mrs.Nisha Mathur visited Thara an Orphanage at Old Bowenpally, Hyderabad & tasted entertainment of a higher kind as they played cricket, badminton & football with the less privileged children.
- **Visit to Navjeevan boys orphanage:** 32 Students of B.com I D along with class in charges Mrs. Angela Christina and Mr.Irfan visited Navjeevan boys orphanage at New Bhoiguda, Secunderabad and donated Rs.10, 100 towards post operative medication of an inmate, apart from distributing fruits and stationery among the inmates.
- **Visit to Gracious Paradise Foundations:** 155 students of B.Sc accompanied by Mr. M Joseph Rajakumar, Mr,Srinivas & Ms. V Shailaja visited Gracious Paradise Foundation at Vanasthalipuram on 11 Jan 2014. Distribution of gifts, lunch & snacks apart from conducting drawing completion and games for the less privileged made it an eventful day.
- **Visit to St Alphonsa Ashram at Attapur:** 50 students of B.com III Honors accompanied by their Class Incharge Mrs. Nisha Mathur, visited St Alphonsa Ashram at Attapur on 16th Sep 2013.
- **Visit to Missionaries of Charity Nirmala Shishu Bhavan :** 65 students of MBA and BBA accompanied by the staff visited Missionaries of Charity Nirmala Shishu Bhavan, Secunderabad on 07 Dec 2013. They experienced the pure joy that comes from a sense of sharing as they spent a whole day with the children of the orphanage spreading Christmas cheer with Jingle bells, Christmas carols & Christmas skit, apart from donating Rs.7000 & sponsoring two meals for children on 10 and 14 Dec 2013.
- **Road Safety Awareness** – As a part of Road Safety Awareness Drive, the Indian Youth Secure Organization Team members in coordination with Police Department & St. Joseph’s College Students conducted an awareness programme on safety tips about road transport on 12th Feb 2014.

Criterion – IV:

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	2 Acres	nil	Management	2 Acres
Class rooms	38	3	Management	41
Laboratories	10	nil	Management	10
Seminar Halls	05	nil	Management	05
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		3*	Management	
Value of the equipment purchased during the year (Rs. in Lakhs)		16,30,929	Management	
Library books		4,38,880	Management	

* No. of important equipments purchased (\geq 1-0 lakh) during the current year

S.No	Equipment	Number	Amount in Rupees
1	Computers	31	13,13,918
2	LCD Projectors	3	1,20,000
3	Furniture & Fixtures		1,97,011
Total			16,30,929

4.2 Computerization of administration and library

S.No	Purpose	Application Name	Vendor/ Org	S/w Specification	H/w Specification
1.	Administrative procedures including finance	INSIGHT Software	Akshara soft	C Language	Propitiatory Database
2.	Student admission /Attendance/ Placement	eZ School – College Management System Software	Volksoft Technologies	Clipper,VB	SQL Server
3	Evaluation and Examination Procedures	Exam Master	Mini Web Graphics	Html, JSP, Java Framework	MYSQL Database
4	Feedback on Curriculum/fa	Feedback	St.Joseph's Degree & PG	HTML, ASP	MYSQL Database

	culty		College		
5	Staff Attendance Management System - BioMetrics	eBiome	Dachi Technologies	Visual Basic	MS Access
6	Library Mgmt System	New Gen Lib	Versus Solutions	Java, PL/ SQL	SQL Server
7	Communication / Resource Sharing between Staff & Students	MOODLE	St.Joseph's Degree & PG College	PHP, WAMP	MYSQL Database

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	12,828	27,82,159	660	1,61,997	13,488	29,44,156
Reference Books	10,982	15,57,316	163	48,710	11,145	16,06,026
e-Books	200	---	100	---	300	---
Journals & Periodicals	576	15,56,292	30	1,45,988	606	17,02,280
	479	2,62,876	25	34,685	434	2,97,561
e-Journals	DELNET	92000		11500		1,03,500
	INFLIBNET	5000		5000		10,000
Digital Database	EBSCO	1,81,650				
CD & Video	20		20			
Others (specify)	NEWS PAPERS(15)	1,37,500	NEWS PAPERS (15)	21000	NEWS PAPERS (15)	1,58,500
	British Library	31,500	British Library	10000	British Library	41,500

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centre	Computer Centres	Office	Departments	LCDs	Others printers

				s					
Existing	339	5	50 mbps	1	--	10	10	29	28
Added	31	--	60 mbps	3	--	1	9	3	02
Total	370	5	60 mbps	4		11	19	32	30

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

- Training given to faculty regarding networking – EZ school software for attendance, use of e -learning resources , MS Office and downloading of videos
- Training given to office staff regarding MS Word, use of software for admissions
- Orientation on MOODLE Software for faculty

4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs. 5,52,962
ii) Campus Infrastructure and facilities	Rs. 3,48,540
iii) Equipments	Rs. 68,502
iv) Others (Building)	Rs.23,766
Total:	Rs.9, 33,770

Criterion – V:

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Orientation programmes at the beginning of the year
2. Scholarships, Sports & games notices on the college notice boards
3. Guest lectures
4. Details in Handbooks , prospectus
5. Website

5.2 Efforts made by the institution for tracking the progression

- * Departments maintain a register for recording the progress of students
- * Alumni meet at least once in an academic year thus paving way for the departments to track their progression
- * The IQAC maintains correspondence with alumni to track their progression
- * Students are asked to leave their permanent contact details for further correspondence when they leave the institution

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1674	328	--	---

(b) No. of students outside the state

52

(c) No. of international students

30

Men	No	%	Women	No	%
	1445	72		557	28

Programme	Last Year (2012- 2013)						This Year(2013 - 2014)					
	General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
UG	1215	55	10	200	01	1481	1297	81	09	286	1	1674
PG	33	6	2	30	0	91	204	16	3	104	1	328

Dropout % : 5% for UG and 2.7% for PG

*Demand Ratio

Programmes 2012-13

UG		
1.	B.Com (Reg)	1.49 : 1
2.	B.Com (Comp)	1.9 : 1
3.	B.Com (Hons)	1.12 : 1
4.	B.Com (Prof)	1.05 : 1
5.	B.Sc	1.01 : 1
6.	B.A (Mass Com)	1.25 : 1
7.	B.A (JPE)	1.25 : 1
8.	B.B.A	1.13 : 1

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

Sl. No	Name of the Programme/ Course	Duration (Hours)	Entry qualification	Approved in take	No. of students admitted
1	Numerical ability	60	UG	91	91
2	Business English certificate program	30hrs	UG	50	45
Total:					136

No. of students beneficiaries

136

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

- Pre-placement Talk was organized on 27th July 2013 for B.com Final Year students to encourage the commerce students to get an idea about interviews and to get placed in reputed organizations. 165 registered students attended it. Students were advised to focus on English Vocabulary, Aptitude and Numerical Ability, Personality Development and Basics in Computers.
- An Awareness Seminar on “Networking” was conducted by Mr. Kiran, Resource person, Jetking, India’s No.1, Computer Hardware and Networking Institute, on 06, Feb 2013 to make the students aware of network related concepts and to focus new emerging trends in data communication systems.
- Career Development Training Program – A One day Workshop on Core Java was conducted by Mr. Jaya Sagar, Geek Labs, Hyderabad on 05, Jan, 2013. This

program focused on all the Java related application developments for updated software in the market.

- On 17 January 2014 the Dept. of Mass Communication organized a guest lecture by Mr.Charles Lavery, a Journalist of Repute, on the topic “Investigative Journalism & its Need In India”.
- Mr.Scott G. Smith, Director, Tax of Deloitte USA, delivered a highly informative and motivational lecture on ‘Campus to Corporate- an Orientation’ on 17 August 2013 that fully equipped the BBA students with the know-how of the right skill set and attitude to meet the corporate expectations and thereby have a great career.

Apart from the above Placement Cell conducted the following CRT Program:

Department	Module no	Topics	No of hours
English	Module - 1	Grammar, Comprehension, LSRW Skills	7 Hrs
Management	Module - 2	Conceptual Revision Sessions & Goal Setting, Personal Interview & Current Affairs, Quiz, Group Discussion, Interview Techniques & CV / Resume Preparation, Power Dressing	7 Hrs
Mathematics and Statistics	Module - 3	Numerical Ability Training in Numbers, Ratios & Proportions, Percentages, Profit & Loss, Time & Work, Time & Distance, Simple & Compound Interest.	12 Hrs
Computer Science	Module - 4	Fundamentals of IT, Programming Techniques	15 hrs

No. of students benefitted 1500

5.7 Details of campus placement

<i>On campus</i>			<i>*Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
26	325	133	20

* Details in Annexure

5.8 Details of gender sensitization programmes

CANCER AWARENESS

The Women Empowerment Cell of St.Joseph's in collaboration with CIPHER Preventive Health Care organized a "Cancer Awareness Program" on 23 Jan 2014 at St.Joseph's College for girls from both UG & PG streams. Dr.Susheela Narayan, surgeon, oncology Department, gave A to Z awareness on "Prevention and Detection" of cancer as she shared information about the right life style and diet and awareness regarding basic symptoms of cancer which was followed by a Demonstration on self examination for Breast Cancer detection.

The program was repeated exclusively for the faculty members in the latter part of the day

VOW-VOICE OF WOMEN

To register their protest against atrocities on women, the students of MCJ organized **VOW-Voice of Women**, a live show on 23 Aug 2013, which provided a platform for eminent women like Mr. Rekha Prasad, Member of Legal Aids center & Secretary of Adhra Mahila Sabha & Mrs.Susheela Devi, chairperson, Andhra Mahila Mandali to voice their views on women safety.

Another group of MCJ students organized a similar live show- "**Wake up India to a New Dawn**" to get insights into many aspects of women's safety by interviewing Mrs.Cyntia Douglas and Mr.Angela David , Psychology Counselors of Sahayam, OU.

VOICE FOR JUSTICE ON NIRBHAYA CASE

In a sensational reaction, students and faculty members of the Dept.of Mass Communication acted as the pressure group to raise their voices of indignation to ensure justice in the Nirbhaya case court verdict. The angst and the appeal of the Josephites was well registered and recorded by the prominent media channels VIZ.-, NDTV 24X7, AAJ TAK, ZEE TV, NEWS NATION, SAKSHI TV & TV9 that visited the campus on 13 Sep 2013.

LEGAL AWARENESS

Josephites enthusiastically participated in the legal awareness program conducted by AP state Commission for Women in collaboration with National Commission for Women NEW DELHI at Indira Priya Darshini auditorium on 7 Dec 2013 as part of women safety week.

VOICE 4 GIRLS

Voice 4 Girls **programme was conducted as a part of National Education day celebration on 11th Nov 2013.** It provides critical information to adolescent girls through activity-based camps. These camps seek to increase the independence of girls by building communicative English and life skills, providing adolescent girls with the practical tools and knowledge needed to overcome the unique challenges they face.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural : State/ University level National level International level

Other events

Sports Achievements:

BEST ACHIEVEMENTS-2013-14:

- **Shiva Bhaskar – BBA II:** He was a team member of Osmania University two day Cricket league on Behalf of our College, and he had played Hyderabad two day Cricket League.
- **Nevin Fernandes, B.Com III-A-1037**
He represented to Central Zone Inter-University Table Tennis Championship to be held at the PT. Ravishankar Shukla University, Raipur, Chattisgarh. Dates are 9th to 12th December, 2013.
- **Osmania University Inter Collegiate Table-Tennis Tournament.**
St. Joseph's team place in this Tournament First place, held at St. Joseph's Degree & PG College. Dates are 30th & 31st August, 2013.
- **H. Mohit Kumar, B.Com I-B-1140,** He Participated in the XX Balrampur Chini All India K.D. Sing 'Babu' Momorial Sub-Junior Hockey Tournament held at Guru Gobind Singh Sports College, Locknow. Dates are 24th January, 2014 – 8th February, 2014.

St. Joseph's Degree & PG College represented Eenadu Inter College Cricket championship and the team performed to semi-final level.

EENADU INTER COLLEGE CRICKET TEAM LIST:-

Sl.No.	STUDENT NAME	CLASS/SECTION
1	M. Praveen	B.Com III/A
2	Vijay Garav	B.Com II/
3	Yogesh	B.Com III/B
4	Ashish	B.Com II/
5	Shiva Bhasakar	BBA /II
6	Kush	B.Com III/B
7	Sai	B.Com III/A

8	Jonty	B.Com III/D
9	Teja	B.Com III/A
10	Harshith	B.Com II/B
11	Manoj	B.Com III/A
12	Steve	B.Com III/D
13	Amin	B.Com III/A
14	Vivek	B.Com III/D

Details of the Prize Winners

- The **College Choir 'Anna Domini'** won **I Prize** in the 'United Christmas Carol singing Competition at Little Flower High School.
- **U. Stephenson**, B.Com III C, won **I prize** in **Western Vocal Solo** at Inter-University-Central Zonal Competitions conducted by Kakatiya University.
- **Mirza Nawaz**, B.Com III C, won **I prize** in **Light Vocal (Indian, Solo)** at Inter-collegiate Cultural Competitions, conducted by Osmania University.
- **Jiby Varghese** B.A III (Mass Com),**John Bosco** B.Com II C,**Nortan Bernard** B.Com I D,**Soumya Rajan** B.com IH,**Amrutha Vani** B.Com III C,**Monalisa Barthalomeo** **B.Com II P**, **Pranay Kumar** B.Sc I (MSC's) ,**Richard Francis** B.Com I C,**Noel Bandari** B.A. III (Mass Com), won **I prize** in **Group Singing(Indian)** at Inter-Collegiate Cultural Competitions conducted by Osmania University.
- **Hepsibah Cherian** II D,**Karthika Aiyer** B.Com II D,**Rohith Choudhary** B.Com III D,**Keith M.Johnson** B.Com IC,**Lernard Fanthome** B.Com IP,**Madeline Fraser** **B.A ,(Mass Com) III**,**Pranay Kumar** B.Sc (MSC's) **I**,**Richard Francis** B.Com I C,**Boni Troy** B.Sc I (MSC's) won **I prize**, **Group Singing (Western)** at Inter-collegiate Cultural Competitions conducted by Osmania University.
- **Rishika Diana** B.Com III C,**Deepthi** B.Com IIIC,**Indupriya Vyas** B.Com IIIC,**Surabi Jain** B.Com III C,**Kuldeep Parvi** B.Com IIIH,**Anna Lovely** B.Com IIIH,**Asim Anwar** B.Com IIIH,**P.Simhachalam** B.Com IIIH,**Shruthi** B.Com IIC, won **I prize** for **One Act Play**, at Inter-collegiate Cultural Competitions conducted by Osmania University.
- **Mario Leanord**,**Joseph** B.com II H,**Aakash Takwani** B.com II H,**Indupriya Vyas** B.Com IIIC,**Supriya Reddy** B.Com IIIC, won **I prize** in **Mime**, at Inter-collegiate Cultural Competitions conducted by Osmania University.
- **Ritesh**, B.Com I A,**Mehak** B.Com I A,**Akshay** B.Com I A, won **I prize** at Inter collegiate **Debate competition** organized by Deccan Chronicle.
- **Ravi Teja** B.Com III D. **Abdul Rehman Bin Moshin** B.Com III D, won **I prize** in **Stock Marketing On Line Competition** conducted by ICICI Bank.

- **Mohit Chawda** of BBA III Year , won **II prize** in **Poetry writing** at The Hyderabad Students Festival 2013 organized by Students Islamic Organization of India.
- **Ravi Teja** of BBA II Year was **winner** in **STOCKMIND-Grads 2013-14** in the college round organized by ICICI Direct Centre for Financial Learning.
- **Neha Thandani** MBA IB,won **I prize,Young Master**,organized by Bhavan’s Vivekananda College – Medha.
- **Manisha Raj** I MBA, won **I prize, Crucial Stickers**, organized by Bhavan’s Vivekananda College – Medha .
- **Swetha josphine** I MBA, won **I prize,Best Manager**,with cash award of Rs.5000, organized by Bhavan’s Vivekananda College, Sainikpuri.
- **Pooja and Harriet** I MBA, won **I prize,HR Event**, organized by Bhavan’s Vivekananda College, Sainikpuri.
- **Stanley and Francina** I MBA, won **I prize,Finance Event**, organized by Bhavan’s Vivekananda College, Sainikpuri.
- **Nikil and Sameer** I MBA, won **I prize, Business Quiz**, organized by Bhavan’s Vivekananda College, Sainikpuri.
- **Hazel and Rowena** II MBA, won **I prize,Finance & Marketing Event**, organized by Badruka College.
- **Mary Sindhu & Tejaswini** II M.Com, won **II prize, Marketing Event**, organized by the Department of Commerce, Osmania University.
- **Bista & Shankar** B.Sc III MSCs, won **I prize,Analysis & Interpretation of data sets** using MS-Excel, organized by St.Ann’s Degree College.
- Vishal Agarwal of BBA III Year student participated in **The Hyderabad Students Festival 2013** organised by Students Islamic Organisation of India, Hyderabad and won IIIrd prize in Mimicry on 28th & 29th September 2013.
- Mohit Chawda of BBA III Year participated in **The Hyderabad Students Festival 2013** organised by Students Islamic Organisation of India, Hyderabad and won IInd prize in Poetry writing on 28th & 29th September 2013.
- **Ravi Teja of BBA II Year was winner in Stock Mind - Grads 2013-14 in the college round organised by ICICI direct Centre for Financial Learning**
- As a part of internship with **Amazon Development Centre (India) Pvt Ltd.**, Saachi Fatnani is awarded as exemplary performer in customer service in Jan 2014

5.10 Scholarships and Financial Support

	Number of	Amount
--	-----------	--------

	students	
Financial support from institution	48	1,90,200
Financial support from government	256	55,73,720
Financial support from other sources	nil	nil
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

Others :

Cinevolution:

All glitz, glamour and young creative talent attended the two day event **CinEvolution 2013**, which was celebrated with élan on 29 and 30 November 2013 at St.Joseph's college. CinEvolution, which is an annual event hosted by the Dept. of Mass Communication and Journalism provides an innovative platform for the budding film makers to explore their innate talent. This year the event turned out to be a major success as it attracted as many as 20 entries under 3 genres - 'Social', 'Entertainment' & '48 hour movie'. The 48 hour movie was the most challenging of all, as it required the participants to make and submit a movie on the spot at the end of 48 hours with the equipment provided.

Josephiesta-2014

The annual cultural and academic fest hosted by St.Joseph's College, Josephiesta-2014 got bigger and better than ever with over four thousand students from various colleges thronging the college campus on 1st February 2014 with renewed enthusiasm and unabated excitement to participate and win challenges of various kinds thrown up in 50 events that included an amazing array – Sanskrit Mythological Quiz to Share Bazaar; Commerce Antakshri to French Spell Bee; Rock Band to Jeopardy Dart – Quiz; Marketing Fiesta to Fashion show; Photo Caption to Test UR IQ and the list goes on **Shri. Ronald Rose**, IAS, GHMC, Additional Commissioner for Planning, Hyderabad , **Mrs.Vani Prasad**, IAS were present on the occasion.

Informatique Exhib

Informatique Exhib organized by the Dept of Computer Science on 27 August 2013 is St.Joseph's annual computer fair which traces the origins and growth of Information Technology, with a focus on elucidating the structure and functionality of hardware components. Conducted every year, the highly informative Exhibition has the students

display charts, exhibits, presentations, demonstrations of the working models of hardware components for promoting awareness of evolving technologies among their peers.

Science Exhibition

To promote scientific temperament among students, the Department of Physics and Electronics conducted a Science Exhibition on 30 August 2013, wherein B.Sc Final year students displayed Photographs/working models of an array of project titles handled by them, including -Optical eye testing, Hardware solution for traffic safety, unmanned railway crossing system, Android based Bluetooth Robot, Fire Fighting Robot & Electronic Voting Machine.

5.12 No. of social initiatives undertaken by the students

31

5.13 Major grievances of students (if any) redressed:

S.No	Grievance	Solution
1.	Complaints against indifferent attitude of few faculty and non-teaching staff	The faculty were asked to change their approach towards the students and a seminar on Mentoring to students was arranged.
2	Indiscipline of few students in certain commerce classes	The students were identified by the class in-charge and HoD. Parents of the students were called and a counselling session to the students was given to resolve the issue.
3	Scholarship work is delayed	Office in charge was immediately instructed to look into the matter where he informed that the Scholarship forms were forwarded to the state welfare department and the delay was due to problem of state division.
4.	Washroom's to be clean & neat	Full time three scavengers were employed and the frequency of cleaning is increased to assure cleanliness
5	Faculty Quality on teaching	Led to orientation of faculty to improve standards of teaching methodologies And also in-house faculty developments programs are arranged by Senior faculty A few of the faculty were replaced
6	Complaint about the high costs and variety of food available in canteen	Management immediately responded and talked to the canteen management nging the canteen contract to a better party who offer greater variety and quality food and service.
7	Poor voice quality of faculty	The management requested the respective faculty to use collar mikes thus improving the same.

8	Shortage of systems in the computer lab in extended campus	31 new systems were bought
9	No LCD projector in one of the BBA classroom	3 new LCD Projectors were bought
10	Shortage of benches in classrooms	New furniture was bought to meet the need

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION: To provide distinct environment of educational excellence with humane

MISSION:

We are committed

- **To develop knowledge citizens** with multidisciplinary global competencies.
- **To integrate in the students the ennobling virtues** of truth, fairness, tolerance and co-operation that lead them to serve the underprivileged.
- **To sensitize in Josephites** a sense of appreciation of traditional and cultural inheritance.
- **To create and maintain an environment of excellence in education** through technological advancements & effective pedagogy.
- **To provide life skills** towards a successful career, home and society.

6.2 Does the Institution has a management Information System

Yes

S.No	Purpose	Application Name	Vendor/ Org	S/w Specification	H/w Specification
1.	Administrative procedures including finance	INSIGHT Software	Akshara software	C Language	Propitiatory Database
2.	Student admission /Attendance/ Placement	eZSchool – College Management System Software	Volksoft Technologies	Clipper,VB	SQL Server
3	Evaluation and Examination Procedures	Exam Master	Mini Web Graphics	Html, JSP, Java Framework	MYSQL Database
4	Feedback on Curriculum/fa culty	Feedback System	St. Joseph’s Degree & PG College	HTML, ASP	MYSQL Database
5	Staff Attendance Management System - BioMetrics	eBiome	Dachi Technologies	Visual Basic	MS Access
6	Library Mgmt System	New Gen Lib	Versus Solutions	Java, PL/ SQL	SQL Server
7	Communication / Resource Sharing between Staff & Students	Center for Knowledge management System	Developed by Mr. Ashok MCA III Year Student Under the guidance of Dept. of CS St. Joseph’s Degree & PG College	PHP, WAMP	MYSQL Database

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

6.3.1 Curriculum Development

- The management encourages the faculty to attend any training programme conducted by the university regarding curriculum development.
- The management encourages the faculty to attend seminars and conferences to enrich their knowledge in the respective field providing proper funding and hence 33 faculties got benefitted by this.
- If there is a necessity to conduct training programmes to deal with the change in the curriculum, senior faculty of our college are encouraged to take up that responsibility.
- Revision of Syllabus is done every year taking care of employability aspects and lateral mobility.
- The institution focuses on multi skill development of students and encourages the departments to offer Skill Based Elective courses to students irrespective of their major subjects The department of Mathematics offered 4 optional papers, computer science and commerce 2 optional papers each in 5th and 6th semesters.
- Encourages the HODs to conduct departmental meetings before curriculum revision
- Faculty are motivated to design and implement value added courses- certificate courses/interdisciplinary courses
- Developed the curriculum of UG Courses (B.Sc – NHAEM), B.A (JPE), B.Com(professionals) for third year and revised the syllabus of (B.Sc – MPCs, MSCs, MECs) B.A (Mass Com), BBA, B.Com(regulars, computers, and computers) first year and all PG courses to meet global demands after completing one cycle of Autonomy.
- The college follows the guidelines issued by the statutory regulatory bodies through Board of Studies, Academic Council and Governing Board of the college during curriculum revision
- Encourages the departments to collect feedback on curriculum from stakeholders and eminent personalities

6.3.2 Teaching and Learning

The quality improvement strategies adopted by the institution are

- A Faculty Orientation program on building Truly Engaged Teachers was conducted on 5th June 2013.
- The moral responsibility of a teacher is reiterated through a guest lecture on “Teaching and Mentoring” by Rev .Fr. Studden on 4th July 2013.
- An orientation and a workshop on Moodle software were conducted to the faculty
- 12 Guest lectures by resources persons from various areas of specialization are organized.
- Faculty are given free membership to prestigious bodies/libraries like Hyderabad Management Association, All India Management Schools Association, British Library etc., for their academic enrichment.
- In-house training session on computer usage is conducted by the department of Computer Science at the beginning of every year. Faculty enrichment programmes like computer awareness programme, presentation skills etc. are organized by internal resource persons from other departments.
- Faculty members are sent for national/ international programmes/refresher courses every year. Financial assistance and leave is granted for them.
- Encourages the faculty to use ICT backed teaching
- Encourage the Departments to conduct Entry level tests and offer bridge courses to fill the gaps if any.
- Upgraded the infrastructure and learning resources
- Experiential learning is promoted through field visits/industrial visits
- Internships/Projects
- Online feedback is taken on a continuous basis from the students as well as from senior professors to assess the teaching skills of the faculty and necessary measures are taken to enhance the teaching skills of the faculty
- Peer Group interactions are encouraged
- Students’ performance is also assessed by conducting continuous assessment tests, assignments, projects etc and remedial and tutorial classes are conducted wherever necessary
- Teaching –learning process is made student centred through innovative teaching methodologies

6.3.3 Examination and Evaluation

- Semester system with Continuous Internal Assessment (CIA) is followed
- 40% marks (Internal Assessment) and 60% marks is evaluated by the external assessment
- In every semester, three cycle tests are conducted as a part of internal assessment to evaluate the performance of students two internal assessments and skill based test as one of the component of internal examinations which include classroom presentations, assignments, class tests, oral tests and class performance
- Conduct of external examination by college – UG Courses (under autonomy)
- Conduct of internal examinations – I & II for PG Courses by college and external examination for PG Courses by Osmania university (not under autonomy)
- For PG Courses Guidelines and Almanac is followed as per the University
- The Principal and the Heads of Department monitor the performance of the students based on the analysis of teachers after every internal test and external examination
- The performance of students is analyzed in Academic Council meeting and Governing Body meetings.
- The evaluation procedures are made known to the students by giving the pattern of question papers, distribution of marks and scheme of valuation
- New teachers are made aware of the evaluation process by the senior faculty.
- The management encourages the staff of Examination branch to interact with the OU Controller of examinations Prof. *Bikshamaiah* for examination reforms

6.3.4 Research and Development

- Taking Initiatives in Promoting Research Climate a research committee is established Recruited faculty of research aptitude
- Motivating the faculty to register for M.Phil / Ph.D
- Providing research incentives.
- Research facilities like SPSS (research facilitator software), free Internet, INFLIBNET, DEL NET, research journals.
- Flexible time table and financial assistance to attend and participate in seminars/workshops/conferences etc at the regional /state level.
- Eminent resource persons are invited to conduct workshops/seminars/guest lectures on topics of research interest.
- Faculty members with Doctorate degree are encouraged to take up the role of internal guides to their peers pursuing research and publications.
- Research culture among the student body is cultivated through academic programmes which promote research aptitude. Thus a project is made a mandatory criterion for course completion. Projects are so identified that they inculcate a scientific temperament in them.
- Students and faculty members are sponsored for presentations in conferences hosted by other institutions. They are encouraged to present papers, attend seminars/conference/workshops/refresher courses
- As a result 12 papers were published and 79 papers were presented and 22 books were published

6.3.5 Library, ICT and physical infrastructure / instrumentation

- At the beginning of the academic year need- assessment for replacement /up gradation/addition of the existing infrastructure is carried out based on the suggestions from BOS members, Heads of the departments, lab technicians and system administrator after reviewing course requirements, computer- student ratio, budget constraints, working condition of the existing equipment and also students' grievances
- Management adopts a regulated mechanism to create, upgrade and enhance infrastructural facilities for quality sustenance and enhancement of the Teaching-Learning process.
- Library resources are augmented every year with latest editions and titles by the
- Library Committee based on interaction with the students and faculty members and on the suggestions of BOS members of the respective departments.
- The library is well equipped with required titles and volumes of text books, e-journals, ICT facilities catering to the needs of the students from different streams.
- Expansion of E-technology has enhanced the use of computers in curriculum development, teaching-learning, evaluation and research and Broadband internet connectivity and Wi-Fi facility is given to all the departments along with computers , laptops, and LCDs.

6.3.6 Human Resource Management

Human Resource Management is working on the strategy of maximum utilization of resources in a better way.

- HR planning is done based on the workload in the departments
- HoDs in coordination of the Principal plans for the faculty requirement.
- The qualified and competent teaching and non-teaching staff members are recruited. The institution also creates conducive atmosphere for higher studies of the staff members. It constantly motivates the faculty members to do research activities
- Teachers are given additional charges for various extra-curricular and co-curricular activities
- Training and development programmes for teaching and non-teaching staff are conducted as per the requirement
- Orientation of the newly recruited staff and present faculty
- Welfare measures for teaching and non-teaching staff were introduced. The institute takes care of its human resources. Employees are given utmost importance and their needs are recognized well on college annual day.

6.3.7 Faculty and Staff recruitment

- The existing vacancies are advertised by the college in leading regional and English newspapers inviting applications from eligible candidates (Eligibility as per the University norms). The notification is also put up on the college website.
- All the applications are screened and the short listed eligible candidates are informed to attend interview along with the original certificates.

- The short listed eligible candidates are interviewed by selection committee comprising subject experts nominated by Osmania University, Principal, Director and Head of the Department
- 16 qualified faculty members were selected and appointed since there was increase in intake of students and who left the institute during the year.

6.3.8 Industry Interaction / Collaboration

The management encourages the departments to identify industry collaborators for curriculum design and development, certificate courses, Projects, internships, field trips, industrial visits, guest lectures, workshops, seminars, placements, career guidance etc...

The Institution has taken the initiative to create a synergy with the industry. Various Recruiters visit our institution to conduct campus interviews in the college. The management also encourages the students to attend the off campus interviews conducted by the industries.

6.3.9 Admission of Students

- **Admission Committee** of the college comprising the Principal, Vice - Principal, Heads of the Departments and senior faculty ensures transparent and effective admission process.
- As the first step the applicants are counselled by the faculty to create an awareness among the students regarding Autonomy, Courses offered, career prospects, campus culture, rules and regulations and various other add -on courses designed for the holistic development of the students.

Criteria for

UG Admissions:

Sanction of seats is given by Osmania University and APSCHE

Merit and Interview:

Admissions are made on the basis of Merit, co-curricular activities and the interview

PG Admissions

Merit with entrance test

80% of M.Com and MCJ seats are filled through Osmania University counseling while the remaining 20% are filled through Management Quota.

State government norms are followed, whereby PG Admissions are based on the OU-CET rank (a Common test conducted by state agency) and marks obtained by the candidate in the qualifying examination.

6.4 Welfare schemes for

Teaching staff & Non-Teaching Staff:

- EPF was introduced for all the staff members who have completed three years of service.
- ESI facility is provided for all the non-teaching staff
- The management paid their last respects to Mrs. Anitha Pascal Domingo, Senior Accountant and Administrator who passed away on 20th Feb 2014 by holding a memorial service on 22nd Feb 2014 apart from contributing a sum of Rs.1,34,808 Rs. for her family
- The management paid a rich tribute to the departed soul of Mr. Praveen Kumar Academic Secretary and Senior Administrator by keeping his mortal remains in the college premises for the students and staff to pay their last respects to their beloved sir who passed away on 1st March 2014 apart from contributing a sum of Rs.1,36,889.
- LIC group gratuity schemes for all permanent staff
- Employee Provident Fund (EPF) for all non teaching staff
- Salaries are promptly paid.
- Increments for all faculty were given
- Financial assistance is given to the staff for participating in seminars, workshops and staff refresher courses. Staff pursuing research are given seed money.
- Children of non-teaching staff was given fee waivers
- Faculty were given gifts on Teachers day
- Lucky teacher reward, Mr/Mrs. Puntual, Mr/Mrs. Regular reward was given to encourage faculty
- Class IV employees are given a pair of uniform every year
- Leave encashment facility.
- Financial assistance and emotional support is given to the staff in times of medical emergencies and other personal tragedies.

Students: Financial Assistance and Fee Concessions (details in 5.10)

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Authority	Yes/No	Authority
Academic	Yes	Rev. Fr. Emmanuel SJ	Yes	Arch Bishop HAES
Administrative	Yes	Rev. Fr. Emmanuel SJ	Yes	Arch Bishop HAES

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

(college)

For PG Programmes Yes No

(University)

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The advent of autonomy introduced major examination reforms in the college, predominantly seen in a shift from paper-based testing to skill -based testing.

- Shift from year wise scheme to semester system giving scope for continuous internal assessments
- The Office of the Controller of Examination has done computerization of the entire examination system. Registration of examination forms ,conduct of examinations and uploading the semester examination results are carried out as per schedule mentioned in the College Calendar.
- The hall tickets, processing of examination application forms, allocation of register numbers and seating arrangement have been computerized.
- The introduction of continuous internal assessment with innovative methods of evaluation like presentations/seminars, creative assignments/mini projects have created a learning atmosphere right through the year focusing the attention of the students on incremental learning and internalization.
- Regularly the question paper pattern is reviewed and suitably modified in consultation with BOS members who meet at the end of the academic year.
- Autonomy has made different modes of evaluation available to the teacher via skilled based tests, giving scope to test not just knowledge but also multiple intelligence like creative thinking, soft skills etc.,
- Transparency and pre-audit reflect the positive impact on the system.

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

The university provides all the necessary support to the college .It encouraged and gave feedback at every stage to the college to take up activities to enhance quality in all the aspects –admissions, curriculum design, teaching- learning, research, student support activities, etc., - during inspections, interactions in BOS meetings, Academic Council meeting, Governing Body meeting, personal interactions by the management

6.11 Activities and support from the Alumni Association

Annual General Body meeting of the Alumni was held on 17th Aug 2013. More than 100 Members attended the meeting. The alumni of the college works hand-in-hand college management and it extends whole hearted support to the proposals put forwarded by the college management meant for the development of the institution.

- The alumni representative on the regulatory bodies like the BOS, Academic Council makes significant contributions in curriculum design and development.
- They render their services in Pre-placement support and Placements
- They also help our students in getting Internships

6.12 Activities and support from the Parent – Teacher Association

- Parent-Teacher Meetings help to communicate to parents the areas their children are excelling in and the academic progress their children have made. Keeping this goal in mind, we organized Parent –Teacher Interface
- On 24th August 2013 for B.Com and 31st Aug 2013 for B.Sc students
- During these meetings the management seeks feedback and suggestions on various developmental aspects of the college from the parents
- All departments conduct class wise open forums after internal examinations
- Other Mode of interaction - Phone and Meetings (regarding attendance& discipline)

6.13 Development programmes for support staff

- Computer training on MS Office was given.
- An Orientation programme was organised for support staff on 18th Nov 2013
- Department of English conducted a session on Telephone Etiquette to front office staff in Language Lab on 5th Feb 2014.

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

- To promote environmental awareness the Environmental Club –Joseph’s Green Group was initiated with Go Green motto

- Eco-friendliness in the campus is the policy of the college. Gardens are maintained with utmost care. Beautification of corridor is done with flower pots.
- Energy conservation has been treated as a priority area, both in terms of adopting concrete energy saving strategies on the campus and also in creating awareness among students and staff about its critical significance

Criterion - VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

The Institute possesses dynamic organizational culture, system and practices which lends scope for continuous support from all stakeholders for up-gradation of curriculum and development of the college in a systematic way in accordance with the changing needs of the different stakeholders of education.

- Interdisciplinary papers are introduced in the third semester to widen their horizon
- As one batch of Autonomy is completed all the departments revised the syllabus as per the changing needs keeping in view the feedback of the stakeholders.
- Internships and projects
- Certificate courses are conducted and MOUs with industry bodies like Prayog Labs Pvt.Ltd. Kukatpally, Hyd , RTTC, Hyd , an telecom training centre, Embotise technologies, etc.
- To encourage increased parental involvement and guidance for effective function of the Institution and the College conducted parent – teacher meetings on 27th and 31st of August 2013.
- Faculty were honored with gifts on Teachers day
- Lucky teacher reward, Mr/Mrs. Puntual, Mr/Mrs. Regular reward were introduced to encourage faculty
- The management sponsored faculty for attending seminars/workshops
- Conducted two national seminars
- Extension of canteen
- Infrastructural up gradation
- Student Quality Assurance Cell was set up in the year 2013 to promote student involvement and leadership.
- The tradition of hosting Annual Academic and cultural fest **Josephiesta** and annual short film making festival **Cinevolution** are continued successfully.
- Students of Mass Communication have brought out a college magazine titled **Joseph Heights**

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

IQAC conducted the following programmes

- 2 National seminars were organized
- 12 Faculty development programmes were organized
- Initiated NAAC reaccreditation process
- Self Study Report for NAAC reaccreditation was prepared and submitted to NAAC
- Academic audit was conducted
- Departmental meetings were held to facilitate interaction between IQAC and Departments.
- Formed SQAC to enhance the student interaction in all quality related aspects of the college.

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

1. Standardised procedures of effective teaching planning and learning process
2. Regular conduct of Faculty enrichment programmes

7.4 Contribution to environmental awareness / protection

- **JGG-“Joseph’s Green Group” takes little steps to save the big world**
To promote environmental awareness, the Dept.of English, under the guidance of the Principal initiated the Environmental club- **Joseph’s Green Group**. The Environmental Carnival-The **Green March** on 1 March 2014 marked the inauguration of the club as it outlined various activities based on the theme of environmental protection like Painting, Poster Making, Environment Quiz, Best out of Waste, Collage Making and Pollution Check Control Camp etc, organized during the month of March.

The JGG human formation and the students raising slogans for Environmental protection, all dressed in green surely sent the ‘Go Green’ message reverberating through the campus.

- Institute organizes every year **NSS Programmes** wherein awareness campaign for the spreading awareness among the nearby people residing in neighboring areas regarding environment and its protection from the various types of pollutions are organized.
As part of **The Quami Ekta Week** celebrations (19 to24 Nov 2013), the NSS Unit along with the Coordinators organized an effective outreach program on 27th November 2013 at Chengicherla Village where students performed Street play and Skit on environmental awareness and Importance of good Habits .

7.5 Whether environmental audit was conducted? Yes No

Yes. The Green Audit was done by a team of external experts **Dr. S.D. Shikhamany**, Former Founder, Vice-Chancellor, AP Horticulture University, **Mr. Vithal**, Retd. Joint Director Horticulture and chief Horticulturist GHMC, Hyderabad, along with the JGG Coordinator Dr. Deepika Rupert Gardner and student coordinators on 24th Feb' 2014.

As per the team's recommendations the following activities were undertaken.

- Improvement of existing Green area
- Planting of Herbal Garden
- E-Waste is taken care of
- Flower pots were set up in the corridors to beautify the campus and also to promote Amongst students a sense of appreciation for nature
- Rain water harvesting is done
- Free Vehicle Pollution check up for students and faculty was done

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

Strengths:

- NAAC accreditation with A Grade of CGPA 3.51
- The Institution is located in the centre of the city and has a sprawling area of 2.00 acres.
- The institution has a good reputation in the community
- Academic Flexibility with the advent of autonomy
- Innovative ICT - backed teaching- learning methodology with Qualified, committed and experienced faculty
- Ratings by Reputed National Print Media
- Regular conduct of student centric activities through various academic clubs and cultural fests - Cinevolution and Josephiesta.
- Regular community engagement programmes
- Provision of Good Placement services
- Word of mouth publicity through successful Alumni.
- Enhanced reputation among academicians with regular Faculty enrichment programmes through seminars/conferences/workshops/refresher courses/orientations

Weakness:

- Funds constraints being a Self financed institution
- Lack of research projects
- Limited Consultancy
- Limited International linkages and student/staff exchange programmes
- Collaboration with premier research institutions is in formative stage.
- Not able to attract good percentage students for Science courses
- Limited campus area for sports and games

Opportunities:

- Innumerable existing technologies to be explored / harnessed for teaching-learning
- Wide scope for collaboration with Indian and foreign research institutes/universities / organizations.
- Consultancy services to industries/reputed bodies
- Introduction of more courses and market relevant/industry relevant certificate courses
- Diversification of courses to provide greater flexibility
- Placement for students.
- To strengthen Student Quality Assurance Cell

Challenges

- Continuous high need for redesigning the curriculum
- Low academic standards of the students in Science and Mass Communication courses.
- Migration of experienced faculty
- To motivate the faculty and staff for changing and progressive paradigms
- Competition from other higher education entities & Global
- Development of skilled man-power in frontline areas of science and technology
- Networking with other reputed institutions in academic and research activities
- Catering to the needs of Students from heterogeneous background
- Attracting students towards traditional science courses
- Enhancement of faculty research

8. Plans of institution for next year

- To get reaccredited by NAAC with a good grade
- To organize national seminars/conferences for dissemination of information
- To conduct Library week celebrations
- To continue to organise Student Centric activities: Cinevolution – Mega Short Film event, JOSEPHIETA – Cultural and academic event, Industrial visit/field trips, guest lectures, celebrations, placement activities, exhibition/fairs
- To conduct entrepreneurial awareness workshops
- To encourage faculty to apply for minor research projects
- To update the college website with a new format
- Strengthening Students' Placement through Campus recruitment Training programmes
- To send students for internships
- To continue to arrange community development programmes through JSS, NSS & Red Cross

Mrs. R.Anitha
Associate Professor, Head
Dept. Of Business Management

Rev. Fr. Vincent Arokiadas
Principal
St. Joseph's Degree & PG College

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

I. BEST PRACTICE:

1. Title of the Practice

Standardized procedures for effective Teaching – Learning

2. Objectives of the Practice

The objectives/intended outcomes of this best practice are:

- To assist in curriculum planning
- To ensure effective delivery of teaching across all the courses
- To improve student's learning experiences and outcomes
- To provide staff with information in regard to professional development needs

Underlying principles or concepts of this practice:

- Be practical, and easy to implement in the college (i.e., are sustainable);
- Improve the ability of the institution to produce comparable data;
- Strive for simplicity and clarity of teaching- learning, and establish clear expectations for analytical performance and Quality assurance;
- Provide a consistent framework for future enhancement of Teaching – Learning methods

3. The Context

Quality teaching is defined in terms of effective pedagogical techniques to produce learning outcomes for students. It involves several dimensions, including the effective design of curriculum and course content, a variety of learning contexts (including guided independent study, project-based learning, collaborative learning, experimentation, etc.), soliciting and using feedback, and effective assessment of learning outcomes. Institutions need to ensure that the education they offer meets the expectations of students and the requirements of employers, both today and for the future.

One of the most challenging paradoxes in the world of academics is the fact that while innovativeness in teaching is largely agreed upon as the most desired aspect of teaching, it is also equally a fact that innovativeness as a tangible teaching component cannot be defined or promoted. Under the system of standardized procedures the pedagogical tools adopted by most creative teachers get to be systematically documented and this can work as frame of reference for teachers who are not spontaneously creative.

Senior faculty or sometimes even the most young faculty coming from diverse backgrounds like industry etc., explore alternative pedagogies or adapt student-

support to varied student profiles and pedagogical competencies. Their alternative teaching methodologies can serve as training models to other teachers.

The individual performance of each faculty member is a crucial factor in quality teaching. The unit plan designed by the faculty becomes the frame of reference to make the teacher accountable for the status of syllabus completion.

Through constant checks of teacher's documents which include their unit planners, academic records, teaching dairies, monthly appraisal etc., the institution finds scope to identify areas of deficiencies and also take up appropriate FDP programmes for the betterment of their professional effectiveness and also for the quality enhancement of the academic programme.

4. The Practice

The procedures which constitute the implementation of the practice are as follows:

- The institution has a meticulously organized and clearly planned teaching, learning and evaluation schedule, well integrated into the total institutional scheme. At the end of each academic year, the management holds consultations with the faculty and the examination section to plan the Almanac for the forth-coming academic year
- The course outlines and the course schedules are drawn well ahead of the course commencement. Each faculty of the department has an individually drafted unit planner, which reflects how each unit is taught by indicating the time frame along with a mention of methodologies/ references used and modes of evaluation practiced. The course outlines are spelt out given orally to the students by the course teacher in the orientation session.
- Self – appraisals and Monthly appraisals, submitted by the individual teachers gives a clear indication of the teachers' contributions in various categories - academic, administrative and extension activities. Teaching dairies which have lesson plans of the topics handled that week are meticulously maintained by the individual teachers.
- The HOD/Dean/Director of each department ensures the effectiveness of the process by weekly checks of the teaching dairies, academic records, monthly appraisals and syllabus completion statements submitted by the faculty. The effectiveness is further ensured through cross verification by the head of the institution
- The teaching- learning process is continuously reviewed by the Principal, Vice Principal, Director/Dean by taking into account the feedback given by the students.
- Each department submits an annual report on the activities comprising academic activities, research and extension activities, innovations in teaching/learning, publications, staff and student achievements, extra and co- curricular activities to the IQAC.

- To ensure quality sustenance and enhancement the college periodically conducts the performance audit of the departments which includes course review, Review of Teaching – learning methodologies, Result analysis, Research output, Faculty Development Programmes attended/conducted and Extension activities ,Co-curricular and extra-curricular activities conducted during the year. The audit checks the progress and quality of departmental performance against the specifications spelt out in the Almanac and departmental vision.
- Departmental meetings are conducted once a month and whenever needed. The minutes are documented and signed by Principal.
- Result analysis is submitted by the individual faculty. The result analysis of each department is submitted to the principal after each semester.
- Syllabus completion statements are also periodically submitted by the individual teachers in order to ensure timely completion of the syllabus.
- Feedback is taken from the students at the end of every semester for teacher evaluation.
- Thus the regulatory mechanism of timely checks on teacher quality has the double advantage of improving not only teacher but also student performances.

5. Evidence of Success

The evidence of success is also seen in achieving the targets / benchmarks / distinctions mentioned below:

- Availability of increased options with diversification of courses
- Industry relevant curriculum with thrust on employability skills.
- Word of mouth publicity through successful Alumni.
- Increased college reputation with Mega youth fests like CineEvolution, Josephiesta etc.
- Enhanced reputation among academicians with regular conduct of seminars/guest lectures.
- University ranks
- Commerce and Science have been ranked among top colleges in twin cities by The Week and India Today magazines.
- The College has emerged as a trusted name for discipline & value based /holistic education.

6. Problems Encountered and Resources Required

- Being self – financed college financial constraints pose a major challenge for implementation/adoption of high quality Teaching – Learning and Evaluation resources.
- Adequate time, human resources, funding and facilities to ensure that quality improvement initiatives meet the needs of teachers
- A well-designed professional development programme needs to be developed. This requires time, conviction, motivation and openness. It assumes that not only the individual teachers are concerned, but also deans, heads of programmes and other team leaders who are drivers of change.
- This collaborative process not only provides a firm foundation for

determining the pedagogical competencies that teachers need to develop and the support they will require but also helps to build collective commitment across faculty to the objective of improving teaching quality. The clarity provided will also make it easier to establish what instruments and support measures teachers actually need to produce real improvements in teaching quality.

BEST PRACTICE -II

Title of the Practice: **Faculty Enrichment programmes (FEP)**

1. Goal

Aims and Objectives:

The Management annually organizes **Faculty Enrichment programmes** for promoting teacher quality through a three pronged strategy that aims at personal, profession and holistic development of teachers thereby facilitating their role as educators and mentors and responsible for grooming the future citizens with right knowledge, attitude and skills.

The institution conducts the orientation programme annually with the following objectives:

- To update their knowledge
- To inculcate professional ethics
- To promote technical expertise
- To orient them towards quality research
- To enhance their effectiveness in content designing and delivery
- To sensitize them towards social responsibilities
- To conscientize them towards showing extra care and concern for the improvement of disadvantaged students.

2. The Context

A number of factors have brought quality teaching to the forefront of higher education policies. Almost every education system has experienced substantial growth of student numbers in recent decades and the student profile has become more diverse. At the same time, higher education faces greater challenges and expectations from students, parents, employers to account for their performance and demonstrate their teaching quality.

Experience showed that fostering quality teaching is a multi-level endeavour. Support for quality teaching takes place at three inter-dependent levels:

- *At the institution-wide level:* includes the right policy making like setting up of Internal Quality Assurance Cell.
- *Programme level:* comprising actions to measure and enhance the design, content and delivery of the programmes

- *Individual level:* including initiatives that help teachers achieve their mission, encouraging them to innovate and to support improvements to student learning and adopt a learner oriented focus.

These three levels are essential and inter-dependent. However, supporting quality teaching at the programme level is key to ensure improvement in quality teaching at the discipline level and across the institution.

Support for quality teaching can be manifested through a wide range of activities that are likely to improve the quality of the teaching process, of the programme content, as well as the learning conditions of students.

Institutions engage in fostering quality teaching essentially for the following reasons:

- To respond to the growing demand for meaningful and relevant teaching. Students as well as employers want to ensure that their education will lead to gainful employment and will equip them with the skills needed to evolve professionally over a lifetime.
- To demonstrate that they are reliable providers of good quality higher education, while operating in a complex setting, with multiple stakeholders, each with their own expectations

Current factors influencing the quality of teaching include:

- The internationalisation of higher education
- The increasingly broadening scope of education and greater diversity of student profiles
- The rapid changes in technology, which can quickly make programme content and pedagogies obsolete
- The demand for greater civic engagement of graduates and regional development of higher education
- The increased pressures of global competition, economic efficiency
- The need to produce a skilled workforce to meet the challenges of the 21st century

Encourage teachers to link innovations in their teaching practice to the institutional teaching and learning goals. Education at present is undergoing tremendous change that demands from the faculty a need to update and keep abreast of the latest developments.

3. The Practice

Its a long tradition at St. Joseph's to begin the academic by hosting faculty orientation programme before the classes commence, not only for its own staff but also for faculty of two other colleges, which come under the umbrella of HAES. The collaborative process not only provides a firm foundation for determining the pedagogical competencies that teachers need to develop and the support they will require but also helps to build collective commitment across faculty to the objective of improving teaching quality.

The 2-3 days staff orientation programme includes workshops, interactive sessions and motivational lectures from eminent persons on topics like **Role of information and Communication Technology in Teaching, Sharing Best Practices, Spiritual Qualities of Teacher, Team Building of Teachers in Global Perspective, Interpersonal Effectiveness, Art of Living, Holistic Transmission of Knowledge**, etc. which acquaint the teachers with updated Teaching –Learning Practices and also the need for cultivating right attitude apart from instilling a research aptitude for promoting personal and professional effectiveness.

To sustain high teacher quality the teachers are regularly sent to refresher courses international seminars, conference, workshops to track the latest developments in their domain areas. Constant encouragement and monetary incentives are given by the management to upgrade their qualification and enrich their research profiles through publication of books, articles and paper presentations.

The college also conducts National Seminars to gather the best of academic and industry perspectives on current topics. Faculty also benefits from regular workshops/guest lectures by National and International academicians on topics like **Case Studies and Teaching Methodologies, Research Insights, Statistical Applications for Research Methodology** etc., Eminent people from community like priests, IAS officers, distinguished research scholars are invited to enrich the staff on multidimensional roles that they need to play as teachers and role models. FDPs are also organized with in-house faculty, for instance faculty from Department of English conduct Communication Skills/Presentation Skills sessions for their peers; Department of Computer Science too has the tradition to hold a workshop for all the staff of the College to train them in the use of computers for e- content development. Experienced academic/ administrative peers from University and other colleges are also invited to initiate the staff into the processes of autonomy-Curriculum designing, Examination system, etc.

The staff is given free membership to prestigious professional bodies/libraries like Hyderabad Management Association, British Library, All India Management Schools Association etc. for their academic enrichment.

4. Evidence of Success

Organizational effectiveness manifested in the best practice of standardized procedures of internal quality checks and faculty enrichment programmes, the other best practice, which span sixteen years of the college history, are indicative of the rich academic culture of the college. The positive outcomes of these programmes are reflected through the various initiatives taken by the faculty and the management towards a relevant, enriched and holistic teaching -learning process.

The evidence of success is also seen in achieving the targets/benchmarks/distinctions mentioned below:

- Availability of increased options with diversification of courses
- Industry relevant curriculum with thrust on employability skills.
- Word of mouth publicity through successful Alumni.

- Increased college reputation with Mega youth fests like CineEvolution, Josephiesta etc.....
- Enhanced reputation among academicians with regular conduct of seminars/guest lectures.
- University ranks
- Commerce and Science have been ranked among top colleges in twin cities by The WEEK and India Today magazines.
- The College has emerged as a trusted name for discipline & value based /holistic education.

The following are the ranks achieved by the college:

- Ranked 10 in the city of Hyderabad among the Top Science Colleges by India Today magazine June, 2013
- Emerging 3rd perceptual rank as Best Commerce College and 1st Perceptual rank as Best Science College in India by India Today magazine June edition 2013.
- Ranked 128th in India and among the top six colleges in Hyderabad by TIMES B-SCHOOL SURVEY 2014.
- St. Joseph's PG College is Placed 112th Position among the B-Schools in South India by Career 360 Magazine Dec 2013.
- Ranking of Top B-Schools by State - CSR-GHRDC B-School Survey 2013- 8th Position in Private Colleges In A.P.

5. Problems Encountered and Resources Required

Being a self financed college the financial constraints in implementation/adoption of high quality Teaching – Learning and Evaluation resources pose a major challenge.

Apart from financial challenges, availability of adequate time, human resources and infrastructural facilities are the other limitations. Improvement of teacher quality has psychological dimensions like individual teacher's self motivation and openness to the development programme. The right attitudes/response to the FDPs not only depends on individual teachers but also deans, heads of programmes and other team leaders who are drivers of change.

The Management apart from spending substantial amounts on FDPs from its own funds, also arranges for quality FDPs drawing upon its goodwill with eminent scholars, Industrialists and university Professors who are on its Statutory bodies and otherwise.

The efforts and interest of the college management in enhancing teacher quality is reflected in the National Seminars on

- Emerging trends in commerce-an Edge
- Recent Trends in Financial Management and Financial Services

Notes:

Taking the FDPs to the next level the teachers of St. Joseph's have played a key role as facilitators/resource persons to improve teacher quality of faculty across colleges.

Following are the details of topics undertaken:

In-House Faculty Development Programs

S. No	Date	Topic	Resource Person
Academic Year 2013 -2014			
1	5 th June 2013	Building Truly Engaged Teachers	Prof. Abhiram Krishna, Director,South State Business School
2	5 th June 2013	Orientation on NAAC Reaccreditation	Rev. Fr .V. K .Swamy, HAES
3	4 July 2013	Mentoring	Rev.Fr. Julian Studdon , an eloquent orator in the Archdiocese of Hyderabad
4	24 th August 2013	NAAC Preparation for Re- accreditation	Rev.Sr. Alphonsa, Principal, St.Francis College for Women, Begumpet.
5	31 st Aug,2013	Recent Trends in Accounting	Prof.Obul Reddy, Prof.Shankriah, Prof.Lakshman
6	10-12 Feb, 2014	Orientation on NAAC Reaccreditation	Rev.Fr.Emmanuel, Sj
7	2-3 Oct, 2013	Embedded C Programmimg for Embedded Systems	Mr.Praveen & Mr.Kiran of Prayog Limited
8	19 Nov 2013	Synergy for Professional Success	Department of English
9	25 th Feb,2014	E Commerce	Alok Singh
10	26 Sep 2013	Building Research Capabilities	Mr.D.P. Sharma, Dean Sciences
11		Orientation on Moodle Software	Prof. Sulochana, St.Francis College
12	8 th March 2014	Orientation on Moodle Software	M.L.N.Rao, Dept. Of Physics & Electronics
13	5 th April 2014	NAAC Preparation for Re- accreditation	Rev.Sr. Alphonsa, Principal, St.Francis College for Women, Begumpet.

Placement Details

PG PLACEMENTS

STUDENT NAME	COMPANY
M. Aarundhati	Genpact Finance & Accounting
K.Deepthi	Genpact
Shanthi Maria	Genpact
Divya	Genpact
Ankith	Genpact
Swetha	Genpact
Evanglin	Genpact
Sruthi	Genpact
Vandana	Genpact
J.Vishal	Genpact
Deshmukh Aneesh Raj	Genpact
Uzma Fatima	Genpact
Irfan Ahmad Khan	Genpact Finance & Accounting
K.Deepika	Genpact Finance & Accounting
Azmath Unissa Begum	Genpact Finance & Accounting
D.Sangameshwar	Genpact Finance & Accounting
Maria Keerthi	Cognizant
Abhishek Bernard	Cognizant
Simon Peter	Cognizant
Anusha Basilica	Fanklin Templeton
Ms. Uzma Fathima	Berkedia
Md. Saif Ali	Sneha Deep Financial Solutions
Justin V.T	Sneha Deep Financial Solutions
Sebins George	Sneha Deep Financial Solutions
Mohd Musaddiq	Sneha Deep Financial Solutions
Dency Mathew	D-Square Professional Services Pvt. Ltd.
Veerma Shruti	D-Square Professional Services Pvt. Ltd.
Anuradha Gupta	D-Square Professional Services Pvt. Ltd.
K.Deepthi	D-Square Professional Services Pvt. Ltd.
Divya Delphine	D-Square Professional Services Pvt. Ltd.
Grace Beulah	D-Square Professional Services Pvt. Ltd.
Vandana Sharma	Accuprosys
Ankit Bhutada	Accuprosys
Mohd.Fayaz Khan	ICICI Prudential Life
Mohd Musaddiq	ICICI Prudential Life
Ankit Bhutada	ICICI Prudential Life

Mirza Shoaib Baig	ICICI Prudential Life
T.Prashanth Singh	ICICI Prudential Life
J.Vishal	ICICI Prudential Life
Ankit Bhutada	HLL Life Care Ltd.,
Bernard Mathew	ADP

UG PLACEMENTS

STUDENT NAME	COMPANY
Gur Bhakshish Singh	Genpact Finance & Accounting
Unnathi Jain	Genpact Finance & Accounting
Shubhangi.S	Genpact Finance & Accounting
George Stephen	Genpact Finance & Accounting
K.S.Spurjan Raj	Genpact Finance & Accounting
Rahul Jain	Genpact Finance & Accounting
Aarthi Rathi	Genpact Finance & Accounting
John Arokia Raj	Genpact Finance & Accounting
Anusha Mahindrakar	Genpact Finance & Accounting
Kuldeep Parui	Genpact Finance & Accounting
Syed Juhi Fatima	Genpact Finance & Accounting
Suraj Gandhi	Genpact Finance & Accounting
Rishi Raj Singh Parmar	Genpact Finance & Accounting
Neha Panda	Genpact Finance & Accounting
Pooja Bhangdiya	Genpact Finance & Accounting
Saad Mohamood	Genpact Finance & Accounting
Anna Lovely myalil xavier	Fanklin Templeton
Sardar Gurpreet Singh	Fanklin Templeton
Pooja Bhangdiya	Fanklin Templeton
Surabi Jain	Fanklin Templeton
Aishwarya Manvikar	Fanklin Templeton
Rishika Diana	Sutherland Global Services (Apollo Health Street)
M.Harika	Sutherland Global Services (Apollo Health Street)
Divya Joshi	Sutherland Global Services (Apollo Health Street)
S.Vijaya Mary	Sutherland Global Services (Apollo Health Street)
Shah Arnold	Sutherland Global Services (Apollo Health Street)
K.S.Spurjan Raj	Sutherland Global Services (Apollo Health Street)
Melvin Jones Anthony	Sutherland Global Services (Apollo Health Street)
Yogesh Jindal	Sutherland Global Services (Apollo Health Street)
Shazeen Surani	Sutherland Global Services (Apollo Health Street)

Archana Kulkarni	Sutherland Global Services (Apollo Health Street)
L.Prathyusha	Sutherland Global Services (Apollo Health Street)
Shubharthee Mallick	Sutherland Global Services (Apollo Health Street)
Celine Paul	Sutherland Global Services (Apollo Health Street)
Anthony Celestine	Sutherland Global Services (Apollo Health Street)
Alfred Morris	Sutherland Global Services (Apollo Health Street)
Ms. Ruparel Pooja	Sonotel
Ms. Ruparel Pooja	South Indian Bank
Ms.Pooja Bajaj	South Indian Bank
Mr.melvin jones	South Indian Bank
Ms. Anna lovely	South Indian Bank
Ms.Arya Nair	South Indian Bank
Mr. Mohd.Shoid Ur Ahmed	South Indian Bank
Hussain.K	Amazon
P.Sai Keerthi	Genpact
Hussain Kajani	HGS (Hinduja Global Solutions)
V.Aneesh Gupta	HGS (Hinduja Global Solutions)
G.Mohit	HGS (Hinduja Global Solutions)
Anmol Jain	HGS (Hinduja Global Solutions)
Anan Pareek	ADP
Mohit Kanhaiya Gulbani	ADP
Tejas Mahajan	Wipro
Aneesh Gupta	Wipro
Anmol Jain	Sutherland Global Services (Apollo Health Street)
Unnati Rohiwal	Sutherland Global Services (Apollo Health Street)
Hussain Kajani	Sutherland Global Services (Apollo Health Street)
Madieline Fraser	HGS (Hinduja Global Solutions)
Madieeline Fraser	Amazon
J.Sai Krishna	Genpact
M.Pradeep Kumar	Genpact
Abraham Joseph	Genpact
Mr. A. Ravindra Reddy	Intelligroup
Anna Lovely Myalilxavier	ADP
Neha Panda	ADP
Rahul Ojha	Genpact
Rishka Diana	Genpact
Sakshi Vyas	ADP
Neha Panda	HGS (Hinduja Global Solutions)
M x Anna Lovely	HGS (Hinduja Global Solutions)
Prachi Mandhani	HGS (Hinduja Global Solutions)
Prachi Mandhani	Factset

Arya Nair	HGS (Hinduja Global Solutions)
Md.Abdul Ashwaq	HGS (Hinduja Global Solutions)
Mirza Mohd. Nawaz	HGS (Hinduja Global Solutions)
Vaishali Mongia	HGS (Hinduja Global Solutions)
John Arokia Raj	HGS (Hinduja Global Solutions)
Surabi Jain	ADP
Sardar Gupreet Singh	ADP
Rishi Raj Singh Parmar	Amazon
Abhishek Maniraj .M	Amazon
Anjana Joshi	Amazon
Dandu Sri Valli	Amazon
Saad Muhammad	Amazon
S.Pavan kumar	Amazon
Tuan Lamthang Vualnam	Amazon
Anupama Das	ADP
Shubhangi Dounde	Cognizant
Arya Nair	Cognizant
Ajzal Khan	Wipro
George Stephen	Wipro
Kristina Cendrene	Wipro
Menakshi Narayana	Wipro
Melvin Jones	Amazon
Rahul Jain	ADP

ALMANAC FOR AUTONOMOUS STREAMS
St. Joseph's Degree & PG College
Autonomous
Almanac for I, III & V Semesters Academic Year 2013-14

Commencement of III & V Semester Classes	17th June 2013
Commencement of I Semester Classes	1st July 2013
I- Internal Examinations (Theory)	2 - 5th Aug. 2013
II- Internal Examinations (Theory & Practical's)	25 - 28th September 2013
Examination Notification	18th September 2013
Sale of Examination Forms	25 - 30th September 2013
Submission of Examination Forms Without Late Fee	Sep. 30th - Oct. 5th 2013

With Late Fee	7 - 11th Oct. 2013
Last day of Instruction	October 9th 2013
Value Education Examination For I- Semester	10th October 2013
Environmental Studies Exam. For III- Semester	11th October 2013
Preparation Holidays	12 - 20th October 2013
End Semester Examinations	October 21 - 12th November 2013
Final Practical Examinations	13 - 18th November 2013

ALMANAC FOR AUTONOMOUS STREAMS
St. Joseph's Degree & PG College
Autonomous
Almanac for II, IV & VI Semesters Academic Year 2013-14

Commencement of II, IV & VI Semester Classes	20th November 2013
Christmas Holidays	22nd December 2013 to 1st January 2014
I- Internal Examinations (Theory)	6th to 9th January 2014
II- Internal Examinations (Theory & Practical's)	17-20th February 2014
Examination Notification	12th February 2014
Sale of Examination Forms	17th to 22nd February 2014
Submission of Examination Forms Without Late Fee	24th February to 1st March 2014
With Late Fee	3 - 8th March 2014
Last day of Instruction	15th March 2014
IHC Examination for II-Semester	20th March 2014
Science and Civilization Examination for IV Semester	21st March 2014
Preparation Holidays	16th to 23rd March 2014
End Semester Examinations	24th March 2014
Final Practical Examinations	21st to 26th April 2014

Contact Details:

Rev.Fr. Vincent Arokiadas

Principal

St. Joseph's Degree & PG College

King Koti Road, Basheerbagh, Hyderabad - 29

Tel. # 040 – 23234860 Extn: 203 Fax # 040 23230569

e-Mail ID: fr.vincent@gmail.com