Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**ST. JOSEPH'S DEGREE AND PG COLLEGE (AUTONOMOUS)**
Name of the head of the Institution	**Rev. Fr. Dr. D. Sunder Reddy**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**04023234860**
Mobile no.	**9440622626**
Registered Email	**naac@josephscollege.ac.in**
Alternate Email	**info@josephscollege.ac.in**
Address	**5-9-1106, King Koti Road , Basheerbagh**
City/Town	**Hyderabad**
State/UT	**Telangana**
Pincode	**500029**

2. Institutional Status

Autonomous Status (Provide date of Conformant of Autonomous Status)	**18-Apr-2011**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Mrs. T. Esther Ratna**
Phone no/Alternate Phone no.	**04023234860**
Mobile no.	**9391848211**
Registered Email	**iqac@josephscollege.ac.in**
Alternate Email	**naac@josephscollege.ac.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://josephscollege.ac.in/wp-content/uploads/2020/06/AQAR-final-2018-2019.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://josephscollege.ac.in/wp-content/uploads/2019/10/2019-2020-Student-Hand-Book.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	**A**	**3.51**	**2008**	**16-Sep-2008**	**16-Sep-2013**
2	**A+**	**3.49**	**2014**	**24-Sep-2014**	**24-Sep-2019**
3	**B++**	**2.86**	**2021**	**16-Mar-2021**	**15-Mar-2026**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**06-Jan-2009**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Administered and Analysed Students Feedback for Odd Semester and used for improvements	17-Sep-2019 4	2310
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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	1
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

Planning and monitoring the progress of the Plan of Action 2019 to 2020

OBE & Assessment Orientation to the Faculty

Coordinated all the statutory body meetings of the institution

Coordinated administering of Feedback from various stakeholders

NAAC SSR Preparation and submission

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

Plan of Action	Achivements/Outcomes
Faculty / students Orientation Programme	• Conducted Orientations for faculty staff • Conducted Orientation Programme for II III Year Students • Induction Programme for UG Programmes • Faculty Orientation Programme on Balancing Emotions at Work Place
Curriculum Design and Development	• Introduction of BBA (Honours) & BBA (Financial Markets) in Collaboration with NSE • Additional MBA section of 60 students was approved by AICTE • 15 skill and employability oriented Certificate courses with MoUs with institutes of high reputation such as NSE , GST , Android Programming ,Advance Excel, Graphic Designing , Computer and Hardware Networking by MSME, PRSI, Numerical Ability & Reasoning by TIME etc, were conducted
MoUs & Collaborations	MOUs with: • National Stock Exchange (NSE) for the Basics of Capital Markets • Berjaya University College • Franklin Templeton Investments • MTC Global • Dhaka International University
Teaching – Learning practices	• 25 faculty were newly recruited based on the policy, rules and guidelines • Entry levels tests and bridge courses • Student Orientation Programmes for UG & PG • Handbook was distributed. • 19 Faculty development programmes/Train the trainer programmes were conducted • 1 National seminar • 4 workshop/webinars • 167 programmes attended by faculty outside college • 21 faculty were the resource persons/ 1 guest faculty/ 8 as members of various bodies outside college • 4 faculty extended consultancy & extension activities • 69 guest lectures/ seminars/webinars/ workshops/ organized for students • 62 academic resource persons visited the campus • 28 Experiential learning through Industrial visits / Outdoor shooting and workshops/ exhibs were organised • Campus Radio activities were conducted during the break times
Evaluation	• CO Attainment Calculation • Overall

	pass percentage is 95%
Promotion of Research	• 2 MRPs submitted • Rev.Fr. D. Sunder Reddy was awarded "Empyrean Educator Award for the Best Principal of the year 2019 • Rev.Fr. D. Sunder Reddy was awarded Special Recognition outstanding academic leadership award • Faculty were motivated to pursue M. Phil & Ph.D • 4 faculty awarded Ph. D • 12 faculty currently pursuing • Ph. D • 1 Faculty submitted Ph.D. Thesis (Waiting for Final Viva) • Faculty and students were encouraged to attend workshops/seminars etc and were also motivated to write research articles/paper and publish the same • 70 Papers Presented in National & International Conferences/ Journals • 11 scopus articles published • Research Publications by 4 students at National seminar • 6 scopus publications by students • 1 National seminar organised
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Governing Body	**28-Sep-2020**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**

16. Whether institutional data submitted to AISHE:	**Yes**

Year of Submission	**2020**

Date of Submission	**27-Jul-2020**

17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**• AKSHARA SOFTWARE: New Admissions, Sale of applications, Registrations of applications, Collections of admissions fees, Setting of criterias for selection of candidates based on marks, Percentage secured in entrance exam, Selection of candidates with different combinations, Automatic transfer of all admission fee collections to accounts,**

	Transfer of newly admitted students in to admission register Admission Register / Master Information of Students Complete details required in the Statutory Admission Register are maintained along with additional details viz: Month wise details of fee paid Attendance: Recording on Daily Basis Fee Collection: Definitions of Fee Months / Terms by User independently. Bulk SMS Absenties recording of the students on daily basis, Class wise section wise absenties list with percentage of attendance, Parents Teacher Meeting, Holiday messages Accounting: Unique features include easy definition of Accounts by the user, fast data entry screens Receipts Entry/Payment Entry, maintenance of party's master ledgers sub ledgers, Daily Cash book ledgers, generation of reports as per the required requirement i.e monthly reports, Receipts Payments Statements, Income Expenditure Statements and consolidated reports accounts can be generated • SECURITY AT FINGERTIPS: Biometric Attendance System for Staff • COLLEGE WEBSITE OFFICIAL MAILIDS Makes available all the institutional data to all the stakeholders, Staff are provide with official mail id for professional communication • JOSEPHS LEARNING MANAGEMENT SYSTEM Resource which stores the curriculum, unit planner, Teaching Learning material and Question Bank to enhance student support for Teaching – Learning • EXAMINATION PROCESS AUTOMATION Examination application form, Time table, Question paper wise summary, Photo hall tickets, Nominal roll, Subject wise attendance statement, Roll code list, Moderation analysis, Tabulation register, Result sheets, Memorandum of marks, Consolidated memorandum of marks, Provisional certificate • DIRECT VERIFY Educational Documents Verification like certificates issued by Educational Institutes through online, To verify institute issued certificates or mark list, other documents the institute will verify the credentials with their records

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
BA (Journalism)	400	Mass communication and Journalism	23/03/2019

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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BSc	Mathematics, Statistics, Computer Science	17/06/2019	BS.05.203.21T	17/06/2019

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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
BBA	Financial Markets	04/03/2019

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BBA	Financial Markets	13/06/2019
BBA	Entrepreneurship	13/06/2019

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Basics of Capital Markets	13/08/2019	104

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA (Journalism)	Mass Communication and Journalism	37

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes

Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

The institution follows systematic methods to collect feedback from various stakeholders like students, parents, faculty, alumni and Industry expert/ Employers on Curriculum, Teaching- Learning, Infrastructure facilities, Student Support Services, Placements etc. Curriculum Feedback • Feedback on Curriculum is obtained from various stakeholders like students, parents, faculty, alumni and Industry expert/ Employers. Well designed and structured feedback forms Questionnaire which is approved by IQAC, is used to collect feedback from stakeholders. • Feedback on curriculum is obtained from final year students, faculty who taught the subject.Parents, Alumni and Industry expert/Employers. The Questionnaire focuses on aspects like Programme structure, unitization of course, relevant electives, the order of courses in semester, practical component, lab facilities, availability of library books, employment orientation, entrepreneurship, relevance to current trends in market, overall load on the student etc. • Feedback was analyzed and necessary action has been initiated after through discussion in Curriculum Redesign Committee, IQAC, BOS, Academic Council and Governing Body Teaching- Learning • Online Student feedback system is used for administering feedback on teaching-learning process from students • Feedback is administered before the end of the semester • Feedback is analyzed by the Principal, IQAC, Dean and HoD. Feedback is shared with the faculty. • Based on the feedback necessary action is taken • Course outcome attainment statement also helps in understanding the teaching learning process. Infrastructure facilities ,Student Support Services and Placements • Student representatives share the feedback on Infrastructure facilities, Student Support Services, Placements etc. in SQAC meeting which is conducted every month. • Students and staff drop their feedback in Grievance/Suggestion Boxes placed in each and every floor. • Feedback is also collected from Students in labs and Seminar Halls • All the feedbacks are analyzed and necessary action is taken.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	General	120	262	120
BCom	Computers	120	346	119
BCom	Honors	60	152	60
BCom	Information Technology	60	70	60
BCom	International Finance & Accounting	60	102	57
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2591	337	99	Nill	30

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
99	96	10	60	11	21

View File of ICT Tools and resources
View File of E-resources and techniques used

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

St. Joseph's College is committed to create and maintain an environment of excellence in education through technological advancements, effective pedagogy and methods of evaluation and enabling students to access support systems to meet their academic needs. It ensures that learners can work with a mentor who offers support and guidance on emotional, social and academic issues. Henceforth, a supportive relationship is created for better understanding of the student's ambitions, strengths and weaknesses. The College is committed to assessing the effectiveness of the Learning Mentor Policy and procedures and making necessary adjustments in response to the needs of those involved. This Policy is encouraged by the following principles: Learners must be assisted to achieve their potential at College, in an environment where their general well-being is gratified. To assist and develop BASICS (Behaviour, Attitude, Skills, Integrity, Competencies and Service) vital for a healthy and positive life. Learnerswhoareat-riskoffailureinacademicswillhavetheopportunitytowork with a mentor who will conduct remedial classes as a means of encountering the academic issues. To provide holistic services and help students to become self-reliant and confident. To assist students in building life skills through value-based education and service-oriented programs. There is an assessment process for evaluating the effectiveness of mentors-mentee relationship and also to identify possible obstacles. Sharing Information of the mentee- In case the mentor leaves, the information about the mentee is shared with the new mentor.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2928	99	1:30

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
99	99	Nill	26	16

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies

2019	Dr. Sumitra Pujari	Assistant Professor	"BHARAT KE ANMOL RATNA- 2019" , Tejasvi, Astitva Foundation, Delhi
2019	Mrs. Aarti Samla	Assistant Professor	Letter of Appreciation by All India Engineers Staff College during National Energy Conservation Week
2019	Mrs Aarti Samla	Assistant Professor	Letter of Appreciation by British high Commission, Hyderabad. For organising an event Chevening Conservation around climate change in the college in Collaboration with British High Commission, Hyderabad.
2019	Ms.Namrata Patalay	Assistant Professor	Letter of Appreciation by British High Commission ,Hyderabad. For organising an event Chevening Conservation around climate change in the college in Collaboration with British High commission, Hyderabad.
2020	Rev.Fr. Dr. Sunder Reddy	Principal	Outstanding Academic Leadership Award by Global Entrepreneurs Grid

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester- end/ year- end examination
BA (Journalism)	400	Semester -I /III /V - I year /II Year	30/11/2019	10/01/2020

BCom	401	Semester -I /III /V - I year /II Year /III Year	30/11/2019	10/01/2020
BCom	402	Semester -I /III /V - I year /II Year /III Year	30/11/2019	10/01/2020
BCom	403	Semester -I /III /V - I year /II Year /III Year	30/11/2019	10/01/2020
		[View File](#)		

2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
6	2669	0.2

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://josephscollege.ac.in/academics/under-graduate-courses/b-com-general/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
672	MBA	General	116	112	96.55
403	BCom	Professional	41	41	100
407	BCom	Honors	45	43	96
402	BCom	Computers	112	107	96
401	BCom	General	111	106	96
		[View File](#)			

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://josephscollege.ac.in/academics/feedback/

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

Yes
Name of the teacher getting seed money

Ms. Danam Tressa	
[View File](#)	

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
No Data Entered/Not Applicable !!!				
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3.2 – Resource Mobilization for Research

3.2.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

0

3.3 – Innovation Ecosystem

3.3.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
FDP on Guidelines for Project	**Commerce**	**12/07/2019**
"Entrepreneurship MSME Schemes as part of National Awareness Program-Build the Entreprise of your Dream Conducted by NIMSME.	**Business Management**	**24/02/2020**
Workshop on Interview Skills	**English Department**	**27/06/2019**
New Camera Equipment Training	**Mass Communication**	**07/09/2019**
[View File](#)		

3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Exemplary Contributors of Education Sector for	**St. Josephss Degree PG College**	**Academic Interface in ELETS 16th WORLD EDUCATION**	**22/02/2020**	**Institutional**

Excellence in Industry		SUMMIT, Hyderabad 2		
Innovation conclave	St. Josephss Degree PG College	Global Innovation conclave 2020.	05/02/2020	Institutional
Outstanding Academic Leadership	Rev.Fr. Dr. D. Sunder Reddy	Ambitions Career Counsellors, Hyderabad	08/02/2020	Academics
Best Principal of the year 2019	Rev.Fr. Dr. D. Sunder Reddy	Rampros Education Society in Raaga Global Awards 2019	13/10/2019	Institutional
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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Commerce	4
Business Management	1

3.4.2 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Commerce	1	5.54
National	Business Administration	15	Nill
No file uploaded.			

3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce	1
Business Administration	32
Second Languages	6
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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			
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3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
-7: **No Data Entered/Not Applicable !!!**						
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3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
The Rise and Growth of Digital Payments in India	Mrs.CH. Padmaja	International Journal of Innovative Technology and Exploring Engineering (IJITEE): ISSN: 2278-3075 (Online), Volume-8, Issue-12, Page No. 359-363, B Impact Factor: 5.54, Published by Board of Blue Eyes Intelligence Engineering and Sciences Publicatio	2019	Nill	Nill	NIL
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nill	6	Nill	4
Presented papers	6	15	1	Nill
Resource persons	Nill	Nill	1	1
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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
No Data Entered/Not Applicable !!!				
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3.6 – Extension Activities

3.6.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
JSR	Kasturbai Orphanage, East Prashanth Nagar, Mo osarambagh,Hyderaba d.	1	38
Poster making, Essay writing, Slogan writing – Importance of Yoga	NSS Unit, St. Josephs Degree PG College	1	25
Vivekotsav	Keshav Memorial Institute	1	14
Twin city 10k Run for special Children Health	Aarya consultancy Services	1	50
Young Leaders Plastic Tide Turners challenge 2020	World Wildlife Fund (WWF) and United Nations (UN)	1	90
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3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
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3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen	Name of the activity	Number of teachers	Number of students

	cy/collaborating agency		participated in such activites	participated in such activites
Gender Issue	Rudrama Devi Self Defence Academy	Self Defence Training with SHE TEAMS Trainer	1	37
Aids Awareness	Osmania University (OU)	World Aids Day	1	8
Swatch Bharat	NSS Unit	Clean Campus Drive	1	8

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3.7 – Collaborations

3.7.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Live Projects	Live Projects in Collabration with Mentor Minds	Mentor Minds	17/06/2019	20/12/2019	92
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3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
National Stock Exchange(NSE)	13/08/2019	An Overview of the Indian Securities Market ,Trading, Legal Frameworkand its Valuation	104
InkWall Technologies Pvt.Ltd	03/06/2019	Students develop simple 2D games using various mobile Gaming tools	100
Dhanwantri Institute	24/07/2019	Activities based on Principles and Process of learning,Change	86

management,Attitude and Process of changing attitudes, Developing Self Confidence ,Goal setting and atr of Public Speaking etc

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
30060986	30874619

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
NewGenLib	Fully	3.1	2008

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	14986	4627058	439	151999	15425	4779057
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others

Existing	300	4	4	4	4	21	18	400	21
Added	180	1	4	1	1	2	7	0	13
Total	480	5	8	5	5	23	25	400	34

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

400 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
MASSCOM Studio, St. Josephs Degree PG College	https://Youtu.Be/Ek9fhngh8kq
MASSCOM Studio, St. Josephs Degree PG College	https://Youtu.Be/Vqnukzb3d0c
MASSCOM Studio, St. Josephs Degree PG College	Https://Youtu.Be/2enwqiilvay
MASSCOM Studio, St. Josephs Degree PG College	Https://Youtu.Be/8oulnawppc8
MASSCOM Studio, St. Josephs Degree PG College	Https://Youtu.Be/Uwr6pxzyv-G
MASSCOM Studio, St. Josephs Degree PG College	Https://Youtu.Be/_56zuhrb1rg
MASSCOM Studio, St. Josephs Degree PG College	Https://Youtu.Be/Pursu9gc38a
MASSCOM Studio, St. Josephs Degree PG College	Https://Youtu.Be/Pugihgeaeg0
MASSCOM Studio, St. Josephs Degree PG College	Https://Youtu.Be/Wes91v1tr-0
MASSCOM Studio, St. Josephs Degree PG College	Https://Youtu.Be/N3lifza-Pjq
MASSCOM Studio, St. Josephs Degree PG College	Https://Youtu.Be/Z9qmvrxrshu
MASSCOM Studio, St. Josephs Degree PG College	Https://Youtu.Be/4tau7qxhho8
MASSCOM Studio, St. Josephs Degree PG College	Https://Youtu.Be/Gz0z8xmvan0

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
35850739	35595113	13507616	11512232

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

The institution has well defined policies and procedures for maintenance and utilization of physical, academic and support facilities. The institution plans in advance the infrastructure and academic facilities which includes new courses, FDPs, library books, etc according to the requirements of the courses it offers and availability of resources by considering the suggestions given by the governing body, academic council members, committees and cells. The time table committee plans ahead for all requirements regarding classrooms, laboratories, furniture and other equipment. The infrastructure and planning committee receives the infrastructure requirements from academic council members, cells and committees at the end of the academic year. After thorough analysis, the requirements are proposed to the finance committee for budget approval. The management replaces some of the outdated facilities at the beginning of every academic year. • Administrative officer along with supervisors keep the physical facilities operative and in good condition. • Complaints on any maintenance can be lodged in a written form with the administrative officer. • The students can drop their written suggestions in the suggestion boxes available in the campus. • The front office confirms the availability of common facilities like halls, board rooms, etc. for various college events and activities. • Laboratories attached to the various departments are maintained by lab technicians under the guidance of respective department heads. • The College has evolved its own mechanism for maintenance and minor repairs of its infrastructure and equipment. • The institutional policy for the upkeep of the physical facilities comprises of appointment of regular staff, need based outsourcing and maintenance contract. APPOINTMENT OF REGULAR STAFF FOR MAINTENANCE OF PHYSICAL FACILITIES: • System administrators working under the supervision of HoDs maintain all computer labs, softwares and servicing procurement of systems on regular basis. • Software trouble shooting personnel in Examination branch. • Qualified Technicians for trouble shooting in computer labs. • Lab Assistants, Lab Attenders and support staff to maintain labs and physical facilities. • One gardener and auxiliary staff to keep the campus clean and green. • Three security personnel are appointed on 247 basis in addition to the CCTV surveillance in safe guarding the campus, the various facilities, infrastructure and equipment. • Qualified Electrician attends to the related complaints arising in the campus. • Physical Director maintains the sports equipment and gymnasium with the help of support staff. • Support staff are trained to ensure the fire safety measures. OUTSOURCING AND MAINTENANCE CONTRACT: • The college has software solutions to maintain Website by Rify software solutions PVT Ltd, Hyderabad. • Fire safety maintained and controlled by Mr. Chenna Reddy, SCR PVT ltd. • Pure and safe drinking water - RO plant maintained by Pearson water systems, Hyderabad. • An MoU for lifts - maintained by JOHNSON-OTIS PVT LTD, ZEEDIMETLA, Hyderabad. • SOLAR Power maintained by Mr. Salem-FOUR SOLAR PVT LTD,

https://josephscollege.ac.in/facilities/other-facilities/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	JOSES	307	3461300
Financial Support from Other Sources			
a) National	E-Pass Tuition Fee Reimbursement	84	1733000

b)International	Nill	Nill	Nill
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Capacity Building Programme on Mindful Leadership	06/02/2019	180	Christ University
Workshop on "Banking Aptitude Training Programme" for Final Years	02/03/2020	110	HDB Financial Services Friends Union for energizing Lives (FUEL) – Enabling students to Excel
Quantitative Aptitude, Logical Aptitude Soft Skills	14/06/2019	250	Create U
Soft Skill Development	14/06/2019	250	Create U
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Career Counseling by Edvil Academy	Nill	419	Nill	196
2019	Orientation Programme on IELTS	60	Nill	Nill	Nill
2019	Mentor Mind Edutech Pvt. Ltd. Hyderabad Orientation Programme on NMAT by GMAC	50	Nill	Nill	Nill
2019	Miles Education Pvt. Ltd. Hyderabad Orientation Programme on	Nill	200	Nill	Nill

US CMA					
2019	Hire Mee, approved assessment partner with AICTE, CCETS & CTETS Online Assessment test	Nill	200	Nill	Nill

[View File]

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
4	4	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
enclosed	385	194	enclosed	180	14

[View File]

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	52	UG	Commerce, Sciences, Arts, Management	Document Enclosed	Document Enclosed

[View File]

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	3

[View File]

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Cricket, Basketball, Volleyball, Badminton, Chess, Carroms, Table Tennis for Men Women	Inter College (HAES)	250
Table Tennis	Inter College (Osmania	140

	University Inter College Table Tennis for Men)		
SANSKRUTHIK MAHOTSAV CELEBRATIONS	institution	150	

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Data enclosed	International	2	1	List enclosed	enclosed
2019	Data enclosed	National	3	2	List enclosed	enclosed

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

St. Joseph's College nurtures students in building character to shape their future. The students are given opportunities to involve in the affairs of the college, working in partnership with the management and staff in planning and organizing college activities that contribute to self-development and community welfare. They are the voice of the student body. Goals • Develop Leadership • Honesty • Compassion and Respect • Fairness • Accountability • Courage Facilitating the Process Active Student Council representation of students on academic administrative bodies/committees of the institution • A class representative and an assistant from each class are elected by the class to represent the class in all student related matters. • All the class representatives together with their respective assistants form the Student quality assurance Cell (SQAC) of the college. The cell meets frequently to discuss various academic and other issues of student's interest. The Cell members take the student grievances to the notice of the Principal, Vice Principal, Deans, IQAC coordinator, Heads of the departments and Class In-charge. • They represent in governance, committees and cells. Engage in decision making and implementation process • Advanced learners are engaged into Peer to Peer teaching and coordinating various student centric group activities • The co-curricular and extra-curricular activities create a safe space to interact, collaborate, think out of the box, and nurture their talents and leadership capabilities. • They play an active role in communicating important information to all the students. They liaison between management and the students • Students are given responsibility for engaging in safety, security and equal opportunity is provided • Engaging in social responsibility and environment sensitizing activities Outcome • Resolving the general disciplinary issues. Maintaining discipline and Campus Culture • Actively engaging in conduction of programs like seminars, guest lectures, workshops, departmental club activities, cultural fest etc. • Coordinating and conducting various national / international significant day's like International Yoga Day, International Women's Day, Independence Day etc. • Planning and organising events like Teachers Day, Fresher's Day, Farewell Day, College Day, Cinevolution, Josephiesta, Vidhyaastra, Jozaphire etc. • Participation in co-curricular and extracurricular Intercollegiate/regional/national/international co-curricular, extra-curricular and sport events. • Compulsory and active involvement in extension activities inculcating humane values JOSH-Joseph's

Students Hub is the new initiative taken up by the department of Business Management at St. Joseph's Degree PG College to encourage the students participation and enhance the overall development of the students. • Provide the students a platform to showcase their talent. • Help students in discovering and nurturing their skills • To strengthen leadership, team, managing and networking skills of students Qualities/Traits of Students under JOSH • Dynamism • Risk Taking • Passion • Group Cohesiveness • Time Management • Managerial Skills • Good Reporting Skills • Public Relations JOSH is led by Core Committees consisting of seven students from MBA. It was introduced on 22nd July, 2019, which consists of 15 different committees and each committee is led by Student Heads

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The College has an active Alumni Association which functions with the Motto: "Reunite, Renew, Reflect". Though the Association is not registered, the members engage, execute and enhance various academic, curricular and extracurricular activities of the Association. The objective of the Alumni Meets is to establish a link between Alma Mater and its Alumni thereby maintain mutually favourable relationship. A basic attitude is required among all the former students as the institution contributed in shaping their future for a better life. This sense of gratitude flows in action when an alumni tries to improve the institution, so that others get a direction in their life. The College has an active Alumni Association which functions with the Motto: "Reunite, Renew, Reflect". Though the Association is not registered, the members engage, execute and enhance various academic, curricular and extracurricular activities of the Association. The objective of the Alumni Meets is to establish a link between Alma Mater and its Alumni thereby maintain mutually favourable relationship. A basic attitude is required among all the former students as the institution contributed in shaping their future for a better life. This sense of gratitude flows in action when an alumni tries to improve the institution, so that others get a direction in their life.

5.4.2 – No. of registered Alumni:

684

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

04

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The institution practices decentralization and participative management in all the activities for reinforcing a culture of inclusiveness for excellence. The organizational setup is well designed to groom leadership by entrusting key positions and responsibilities with clear-delegation of powers to staff and students at various levels to facilitate smooth functioning of events conducted by the institution. 1. Josephiesta Josephiesta is a student centric inter-collegiate academic and cultural fest with tag line Culmination of Talents conducted annually for students. This event is coordinated and conducted by the

students under the guidance of the faculty. Goals 1. Decentralization and participative management 2. Leadership Skills 3. Communication and Presentation Skills 4. Event Management Skills 5. Financial Management 6. Team Building 7. Entrepreneurship Skills 8. Talent Exposure Process Implementation The event is co-ordinated by a Core Committee consisting Head of the institution, Staff and Student representatives. Further implementation is done by forming various committees involving teachers, administrative staff, support staff and students. Success • The event is popular among the student community having a footfall of over 5000 students from various colleges • Students learn various skills as mentioned in the goals • Building healthy competitive spirit among students • Enhanced reputation and college branding • The event is covered by major local print and electronic media 2. Designing and development of new programmes Owing to changing dynamics of globalization, technological revolution, knowledge explosion and fast growing needs of the industry, the purpose and scope of higher education has been redefined to include components of employability, research, innovation and social relevance, whereby 'academic flexibility' has come to be an integral part of quality education. GOALS Academic Flexibility and excellence Global competence with orientation for research Cross-discipline expertise Entrepreneurial intent and skills Strengthening Industry – Institution relationship Hands on training through practical's / internship / project work FACILITATING THE PROCESS Introducing a new programme is one of the important processes which involve various stakeholders at different stages for framing a viable and relevant programme. The following procedure is followed to introduce a new programme: 1.Need analysis statement is presented to the curriculum restructure committee and the IQAC by the respective department 2. Designing of curriculum 3.The faculty frame the structure and the syllabus under the supervision of the Programme coordinator and HoD taking inputs from faculty, various subject experts in the fields of academia, industry, alumni and students following the guidelines of UGC and Parent University. 4. Presentation of curriculum to curriculum restructure committee 5. Ratification by the Board of Studies which comprises Subject Experts from Parent University, Industry representative, Alumni and the members of the department 6. Presentation to the Academic Council 7. Presentation to the Governing Body for approval. 8. Admission to the Programme 9. FDPs to equip and train the faculty to handle new courses effectively. SUCCESS B.Com (Information Technology) BBA (Information Technology) B.Com(International Finance and Accounting) in collaboration with ACCA and ISDC BBA (Business Analytics) in collaboration with IBM, India

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	• Coordinating Statutory Body meetings • Well planned Academic activities at the beginning of the Academic year through Annual Planner, Semester planner, Almanac and disseminate the information to the students by Student Handbook, website, Notice Boards and Public Address system • Mandatory two Value Added Programmes (Certificate Courses) with MoUs with reputed organizations to be completed by the students. • Introduction of BBA

	(Honours) BBA (Financial Markets) in Collaboration with NSE • Additional MBA section of 60 students was approved by AICTE
Teaching and Learning	• The college has always aimed at effective curriculum delivery through a well-planned and documented teaching-learning process. • Traditional and ICT backed teaching help in achieving curriculum objectives/ outcomes. • Several video lectures have been recorded in the media centre and made available for students. • Language lab is equipped with DVD players and computers that are used for screening documentaries, feature films and information visual setup. • Open-Source programs are used for teaching, practicing and testing English language skills. • Guest lectures, Seminars, Lecture Series, workshops were organized for making learning more effective and engaging.
Examination and Evaluation	The following reforms were adopted: o Constituted Examination Committee, Malpractice Reddressal Committee and Result Review Committee o Conduction of online Examinaions due to COVID Pandemic o UG Pass Percentage is 95 o PG Pass Percentage is 100
Research and Development	? 2 MRPs submitted ? Rev.Fr. D. Sunder Reddy was awarded "Empyrean Educator Award for the Best Principal of the year 2019 ? Rev.Fr. D. Sunder Reddy was awarded Special Recognition outstanding academic leadership award ? Faculty were motivated to pursue M. Phil Ph.D ? 4 faculty awarded Ph. D ? 12 faculty currently pursuing Ph. D ? 1 Faculty submitted Ph.D. Thesis (Waiting for Final Viva) ? Faculty and students were encouraged to attend workshops/seminars etc and were also motivated to write research articles/paper and publish the same ? 70 Papers Presented in National International Conferences/ Journals ? 11 scopus articles published ? Research Publications by 4 students at National seminar ? 6 scopus publications by students ? 1 National seminar organised
Library, ICT and Physical Infrastructure / Instrumentation	LCD Projector Smart boards Website redesigned Enhanced Lab facilities with latest Up-gradation in IT infrastructure and Wi-Fi Bandwidth regular maintenance and upkeep of the

		infrastructure facilities and equipment is done through AMCs (Annual Maintenance Contract) and by our staff/ technicians
	Human Resource Management	The institution creates conducive atmosphere for the staff. HR planning is done based on the workload and Student ratio and a schedule is prepared to recruit qualified and competent staff for the vacant positions. Orientations are given on strategies to effectively deal with the dynamics /challenges of teaching profession. The management regularly conducts seminars, workshops and guest lectures for the multifaceted enrichment of the faculty to motivate and support them to involve in research and professional development activities. Programs are conducted for the non teaching staff where they are able to express freely about their problems related to workplace.
	Industry Interaction / Collaboration	The following measures are adopted to strengthen Industry Interaction: • Experts are invited for guest lectures, workshops and seminars to share their expertise • 28 Industrial Visits were organised for gaining experiential learning • 30 hours certificate courses were offered in collaboration with reputed organizations for imparting practical and Employable/entrepreneurial skills • Industry Feedback is taken for syllabus review. • Industry representatives are nominated in the statutory bodies of the institution • 69 guest lectures/ seminars/webinars/ workshops/ organized for students • MoU with organisations viz. National Stock Exchange(NSE), InkWall Technologies Pvt.Ltd , Dhanwantri Institute, Time Institute Pvt.Ltd, Entuze, Moksha Associates, Franklin Templeton etc. for benefiting students in Training, Internships Placement, Guest Lectures and Field Visits
	Admission of Students	• Organizing orientation by Corporate associates • Inclusive environment and accommodative admission policies are administered to provide equity to the disadvantaged students. • Constitution of Admission Committee with faculty members representing various departments • Inclusion of Student coordinators in the admission committee

	• Introducing admission counselling by the committee for all the prospective students to help them understand and choose among the various programmes offered, career prospects and information about college culture • Conducting entrance examination for few programmes

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	? Planning and Development : COLLEGE WEBSITE OFFICIAL MAIL-IDS Makes available all the institutional data to all the stakeholders. ? Staff is provided with official mail-id for professional communication
Administration	SECURITY AT FINGERTIPS: Biometric Attendance System for Staff AKSHARA SOFTWARE Attendance: Recording on Daily Basis Bulk SMS to Absenties Recording of all the student and other messages on daily basis. ? Class wise section wise absenties list with percentage of attendance
Finance and Accounts	AKSHARA SOFTWARE: Fee Collection Definitions of Fee Months / Terms by User independently. Definitions of Class –Wise, Month/ Term wise components of Fees Structure supporting cent percent flexibility to add on. ? Accounting Unique features include easy definition of Accounts by the user, fast data entry screens- Receipts Entry/Payment Entry, maintenance of party's master ledgers sub-ledgers, Daily Cash book ledgers, generation of reports as per the required requirement i.e monthly reports, Receipts Payments Statements, Income Expenditure Statements and consolidated reports accounts can be generated
Student Admission and Support	AKSHARA SOFTWARE New Admissions Sale of applications Registrations of applications Collections of admissions fees Setting of criteria's for selection of candidates based on marks/ Percentage secured in entrance exam Selection of candidates with different combinations Automatic transfer of all admission fee collections to accounts. Transfer of newly admitted students in to admission register Admission Register / Master Information of Students Complete details required in the Statutory Admission Register are

	maintained along with additional details viz: Month wise details of fee paid, Bulk SMS for the Students ,Absenties recording of all the student on daily basis, Class wise section wise absenties list with percentage of attendance. JOSEPHS LEARNING MANAGEMENT SYSTEM Resource which stores the curriculum, unit planner, Teaching Learning material and Question Bank to enhance student support for Teaching – Learning Library Software - NEWGENLIB College Website Youtube channel DIRECT VERIFY Educational Documents Verification like certificates issued by Educational Institutes through online ? To verify institute issued certificates or mark list, other documents the institute will verify the credentials with their records.
Examination	EXAMINATION PROCESS AUTOMATION For smooth, efficient and quick processing of Pre, During and Post examination work, the automation is introduced to reduce time, bring accuracy and make the process easier and faster. The following features are available through this software Examination application form Time table Question paper wise summary Photo hall tickets Nominal roll Subject wise attendance statement Roll code list Moderation analysis Tabulation register Result sheets

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Santa ram	Outcome based learning/ Reg fee	Nill	500
[View File](#)				

6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)

2019	Nill	Orientation Programme for the Support Staff	30/05/2019	30/05/2019	Nill	20
2019	Understanding Competencies And Emotions by Mr. Mario David	Nill	03/06/2019	03/06/2019	21	Nill

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FDP/PDP Webinar on " Living through COVID-19: Indian Perspectives"	120	01/06/2020	05/06/2020	5
International Webinar and Online FDP on "Usage of ICT Tools for Remote Teaching and Evaluation"	46	01/06/2019	05/06/2019	5
FDP on "E-Content using Moodle Platform"	74	07/06/2019	29/06/2019	3

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
99	99	39	39

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
The Institution offers acceptable packages to attract and retain well qualified and competent faculty. • Salaries are	• Salaries are promptly paid • Employees provident Fund is provided who completed three years of service in	• Inclusive admission Policy • Orientation and Induction Programmes conducted regularly • Engagement in morning

promptly paid. • Employees provident Fund is provided who completed three years of service in the institution. • LIC group gratuity scheme • Staff with less grade scale is provided with Employees State Insurance Card. • Health Insurance Policy covering upto 4 Lakhs per annum. • Medical leave • Fee waiver for staff children • CL encashment – Un-availed leaves are en-cashed at the end of the academic year. • Psychological Counseling Center and Wellness centre are available • 24 hour power back-up to support uninterrupted work • Wi-Fi facility to support teaching research activities • Canteen facility. Oven placed in all the staff rooms • Family get together for faculty Christmas gifts and Teachers day celebration

the institution. • LIC group gratuity scheme • Staff with less grade scale is provided with Employees State Insurance Card. • Medical leave • Fee waiver for staff children • CL encashment – Un-availed leaves are en-cashed at the end of the academic year. • Psychological Counseling Center and Wellness centre are available • Canteen facility • Two pairs of uniform every year • Christmas gifts

Prayer • Campus Radio • Regular conduction of Guest Lectures, Seminars, Workshops, Field Visits and Model Making • Club Activities by respective departments • Joseph's Learning Management System for effective Teaching-Learning process • Remedial classes for slow learners and activities for advanced learners • Regular conduction of Campus Recruitment training programme and support for career progression and Placement activities • Regular conduction of Inter-Collegiate Academic and Cultural Fest • Vibrant student quality assurance cell and involvement of students in various committees, cells and student centric activities with immediate grievance redressal mechanism as per the issue • Encouragement and financial support provided for students to participate in various re gional/national/internati onal Academic, cultural, sports and extracurricular activities • Effective Mentoring system and regular conduction of Parent Teacher Meeting • Activities conducted on women empowerment, gender sensitisation, human values and ethics • Inculcating and facilitating Social Responsibility through NSS, YRC and Josephites Social Responsibility • Sensitising and involvement in environmental consciousness and maintenance • Increased support for scholarships and concessions

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The college financial accounts are audited regularly. We follow Interim Model to conduct financial audits. It is conducted twice in a year. Major aspects covered under audit process are verification of invoices/ bills according to budgets, financial statements, cash books and subsidiary books. The process includes verification, financial planning and suggestions for the better improvement. External Audit of the College is conducted every year for 2 Days by the CA firm Ramesh Company in all internal and external affairs which involve financial transactions. Action is taken on the observations contained in the audit report.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Prof. Laxmipathi Rao	Yes	IQAC
Administrative	Yes	Prof. Laxmipathi Rao	Yes	IQAC

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

• Feedback is taken from parents for syllabus review and academic planning • General feedback from parents during parent-teacher meetings is used for further review and action • Capt. Thakur Ravinder, Commander of Air India who is a parent representative in the IQAC provides his valuable inputs time to time

6.5.3 – Development programmes for support staff (at least three)

• Orientation for support staff • First Aid Training in collaboration with Indian Red Cross Society (IRCS) • Development programme on "Communication Skills"

6.5.4 – Post Accreditation initiative(s) (mention at least three)

• E- content Development • Attainment Calculation in OBE Method • Renewal of MoU for providing Hostel facilities to students E-waste Management

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	Yes

	d)NBA or any other quality audit		No		

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Administered and Analysed Students Feedback for Odd Semester and used for improvements	17/09/2019	17/09/2019	17/09/2019	2310

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
We are equal	26/08/2019	26/08/2019	70	80
She Teams- Self defence Training	23/09/2019	23/09/2019	Nill	37
Rally & Awareness programme on "Bharosa-She teams and Anti Ragging	29/08/2019	29/08/2019	15	29
Men Unite to end Violence against women on account of International Human Rights Day	10/12/2019	10/12/2019	70	Nill
National girl Child Day	24/01/2020	24/01/2020	Nill	200
Win the World- an interactive session	17/07/2019	17/07/2019	Nill	100
Internationl Women's Day	11/03/2020	11/03/2020	Nill	160
A talk on Women –Health and Nutrition	05/03/2020	05/03/2020	Nill	183
Street Play	06/03/2020	06/03/2020	Nill	300

Importance of Eating right Nutrition and Diet Planning , movie screening for women supporting staff	07/03/2020	07/03/2020	Nill	15

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
2.98

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	Yes	1
Ramp/Rails	Yes	1
Braille Software/facilities	Yes	1
Rest Rooms	Yes	1
Scribes for examination	Yes	1
Special skill development for differently abled students	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	30/08/2019	07	NSS Camp	volunteers helped developing the village by cleaning and making it a Garbage free village and planted more than 10,000	2

| 2019 | 1 | 1 | 01/12/2019 | 01 | AIDS Rally | AIDS Awareness program on HIV Prevention, treatment, and support | 8 |
| 2019 | 1 | 1 | Nill | 05 | Women Safety Awareness Program with LT Metro, Hyderabad | Women Safety Awareness, made them aware about the Helpline Numbers and their responsibilities | 13 |

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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Code of Conduct	13/06/2019	The college has well constituted regulatory mechanism to ensure that code of conduct spelt out for various stakeholders is monitored. The college has disciplinary committee, admission committee, anti ragging committee, Grievance Redressal committee, examination Committee, SQAC etc which ensure that there is strict adherence to code of conduct by all stakeholders. In addition to this, General staff meetings, Hod's meetings, department meetings, committee meetings, Parent teachers' meetings etc are conducted regularly to ensure that code of conduct is not violated and the college functions smoothly. The morning

assembly/Prayer/positive thoughts are also used to reinforce code of conduct. Personal counseling ,mentoring, SMS alerts for absenteeism are other measures

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day	21/06/2019	21/06/2019	60
Awareness on Anti Ragging	17/07/2019	17/07/2019	30
World Refugee Day	19/07/2019	19/07/2019	120
Awareness programme on Organ donation and Transplantation	20/08/2019	20/08/2019	200
Teachers Day	05/09/2019	05/09/2019	1600
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Active Farm School Visit at Kowkuntla Village, Ranga Reddy District, Chevella, Telangana 501503 on 18th July 2019

Competition - Eco Friendly Ganesha was held on 29th August 2019

Seminar on National Energy Conservation was conducted on 19th December 2019

Chevening Conversations around clmate change incollaboration with British Deputy High Commission – Hyderabad on 24th February 2020

Free Pollution Check for students and faculty of the college on 3rd March 2020

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE - I : CERTIFICATE COURSES AS VALUE-ADDITION COURSES OBJECTIVES 1.To provide additional professional training and added qualifications 2.To gain an in-depth knowledge of their chosen field of interest beyond the curriculum for integrated development of the students. 3.To provide an opportunity to students to develop inter-disciplinary skills and widen their career options 4.To bridge the gap between different phases of academic study 5.To nurture the talents and showcase their creativity and innovation 6.To bridge the skill gaps and make students industry-ready. 7.To keep pace with emerging trends in academics and industry, the college sought Autonomy and leveraged the academic flexibility, to offer certificate courses as mandatory value-addition courses at Undergraduate Level. To make it learner-centric and multi-disciplinary the student is given wide options to choose from any of the 40 certificate courses across disciplines, based on their inclination, interests and learning needs. The cafeteria model gives a diverse range to choose from technical courses and non technical courses, with optimal scope for capacity building, innovation and employability. Technical Courses offered in last five years include: 1.Smart Accountant Training Programme 2.NIIT - ERP Tally 3.E-Commerce 4.Advanced Excel 5.Tally 6.Dynamic Website Development

7.Print Electronic Journalism 8.Android Applications 9.MS-Excel 10.Advanced Excel 11.Photoshop 12.Mobile Technology 13.Search Engine Optimization 14.Bigdata Hadoop 15.Internet of things 16.SPSS 17.Digital Marketing 18.Artificial Intelligence 19.PCB Design 20.Retail Sector 21.Investment planning 22.Retail management 23.Financial Markets Derivatives(pillars of Equity) 24.GST 25.Investor advisory Services Non-Technical offered in last five years include: 1.Hindi Bhashaaur Vyakaran 2.French for Beginners 3.Theater Arts 4.Public Relations Corporate Communications 5.Numerical Ability 6.Numerical Ability(CLICK) 7.Personal Grooming Social Grace 8.Soft skills 9.BEC(TASK) 10.Fevicyrl 11.Flower Arrangement 12.Fashion Designing 13.Dance 14.Growing Bonsai Plants 15.Photography The stipulated norms for certificate courses: It is mandatory for every Undergraduate student to complete minimum two certificate courses by the end of the course for the award of degree. Minimum duration of 30 hrs with mandatory MoU with the training institute /industry Minimum 75 attendance is compulsory The student has to pass the qualifying exam to be granted a certificate Integration of the certificate course into the academic timetable is based on the consideration to offer liberal time framework for the student to complete his or her 2 certificate courses any time over three years of their graduation study, thus making it easy to align it with mainstream academics. A certificate course committee monitors the implementation of the certificate courses and faculty incharges for the chosen courses are appointed to oversee the- smooth conduct of the courses from registration to feedback and issue of certificate. Certificate courses are reviewed from time to time based on review and student feedback. BEST PRACTICE - II : JOSEPH'S CENTRE FOR SOCIAL TRANSFORMATION OBJECTIVES 1. To inculcate Social awareness, gender equity, universal values of love and brotherhood and environmentally responsible behaviour amongst students 2. To nurture and sensitise students on their citizenship roles so as to involve them in social service and nation building 3. To involve the students in awareness programmes for grooming them as agents of social transformation. Joseph's Centre for Social Transformation is an integral part of the College vision "To create Distinctive environment of educational excellence with humane values and social responsibility". Extension activities and outreach programmes at St. Joseph's are streamlined through centre called "The Centre for Social transformation", which has a three pronged focus on Joseph's Social Responsibility (JSR), Women Empowerment Cell(WEC) and Joseph's Green Group (IGG) to foster Social responsibility, Gender parity and Environmental consciousness among the students, faculty and society at large. Each of these cells are well structured and headed by a convenor with faculty and students as committee members. The committee meets regularly to plan its annual activities in line with its vision and mission. Apan from the planned activities the committee responds promptly to any emerging social and environmental issues. They also celebrate special days like The Ozone Day, International Women's Day, AIDS awareness Day, Tree Plantation Day etc.. The College has a special tradition of observing Joseph's Social Responsibility (JSR) day every year in the month of February where all the students and faculty of the college are engaged in community service by visiting the needy in orphanages, old age homes, home for the mentally and physically challenged etc.. The students plan variety of activities ranging from games to health camps, medical camps, awareness programmes in slums about Hygiene, sanitation, etc. Awareness Programmes and rallies like AIDs awareness and cyber safety campaigns are organised in collaboration with NGOs , Telangana Cyber Police etc. The joy of giving week is also celebrated as part of Christmas celebrations. LAND TO LAB programmes are also organised for knowledge dissemination to the underprivileged children The Women Empowerment Cell of the College, envisioned to empower women for a life of equality, empowerment, personal enhancement and professional success, conducts various awareness camps- health, legal, entrepreneurship, defence techniques, etc Committed to sensitise people towards gender discrimination and elimination of gender-based

violence, the cell organises street plays, flash mobs, runs, etc in collaboration with She teams, Telangana Cyber police, etc. IGG creates awareness among the students and society about various environmental issues and eco- friendly practices for sustainable environment. The environment promotion programmes conducted in collaboration with GHMC, twin cities pollution board committee etc.„ include Haritha Haram, Guest Lecture on plastic free campus, competition in making Eco-Friendly Ganesha , Seminar on " Climate Change — Science , impact and solutions", Active farming, Free Pollution Check etc.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://josephscollege.ac.in/about-st-josephs/best-practices/

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust Provide the weblink of the institution in not more than 500 words St. Joseph's college, with a short yet brilliant history of 21 years, has created a niche for itself as a pioneer in quality initiatives to promote global citizens with world-class knowledge, national consciousness, global competencies, social responsibilities and humane values. Top rankings by reputed surveys/magazines are an evidence of our Distinctiveness in providing quality education that looks beyond academic accomplishments to nurture academic excellence with life skills for their personal fulfillment and professional success. Value-based education, being its priority, St. Joseph's has gained a wide reputation among parents and academia as the most trusted name for integrated/holistic development of students. What makes us distinctive? The thrust area of building transformative multi-faceted learning ecosystem at St. Joseph's, is primarily embedded in its vision of creating a "Distinctive environment of educational excellence with humane values and social responsibility" through a plethora of 'beyond the curriculum' activities for promoting knowledge that is blended with right skills, attitude and values for lifelong success and wholesome living. Hence, our distinctiveness is reflected in giving the students the cutting edge 360-degree dimensional 'learning experiences 'beyond the classroom'. The campus is ever vibrant with opportunities galore to nurture talent, build competencies and confidence among students to face challenges in the context of rapidly changing global dynamics. Academic Club Activities inculcate enthusiasm among students to go beyond the curriculum to develop Innovative ideas, team building and leadership skills. Leveraging robust industry- academia linkages, the institution explores ever expanding frontiers of knowledge beyond the curriculum to capture the latest emerging trends in new technology, skills and values that have social and industry relevance, organizing national and international seminars, workshops and guest lectures on a range of topics on soft skills, emerging areas like artificial intelligence, climate change etc., by experts drawn from across disciplines to enrich the learning experiences of students. Various Fests and Exhibitions are organized to give platform for students to exhibit their talents and hone their managerial skills. 40 Certificate value-addition Courses on topics as diverse as Theatre Arts to Web-designing are offered to boost employability and skill development. Social responsibility, gender sensitization, national and environmental consciousness is imbibed through several programs conducted by Joseph's Social Responsibility(JSR), Joseph's Green Group, NSS, Youth Red Cross and Women Empowerment Cell. The Career Development Cell of the college conducts well-structured Campus recruitment programmes, Job fairs and MOUs with reputed companies training and placements. 100 placement assistance is provided to

students and our Alumni who are in high positions garner appreciative feedback from recruiters. Alumni network with the institute also gives an advantage to the students in terms for pre-placement talks and placement referrals. The emergence of brand St. Josephs is endorsed by our multi- faceted and talented Josephites who are bringing us laurels by their outstanding achievements in Academics, Sports, Cultural and the corporate world. Our journey on

Provide the weblink of the institution
https://josephscollege.ac.in/

8.Future Plans of Actions for Next Academic Year

Future Plans of Actions for Next Academic Year 1. Usage of online platform for teaching-learning-evaluation: To train and facilitate usage of ICT and differentiated teaching and evaluation techniques for online teaching 2. OBE based Evaluation, Assessment and Calculating Attainment: To train faculty to understand OBE Evaluation techniques, Assessment methodology and calculating the attainment level of the courses and assess the outcome. 3. NAAC Assessment Cycle 3: Upload the SSR, Orient all the stakeholders and prepare for the inspection process.