


**Quality Assurance Initiatives of the
Institution**

2015 – 2016




Principal
ST. JOSEPH'S DEGREE & P.G. COLLEGE
King Koti Road, Hyderabad-500 029

WORKSHOP ON “IMPLEMENTATION OF CBCS IN AUTONOMOUS COLLEGES IN HYDERABAD”

Objective: To perceive the significance on implementation of choice based credit system in autonomous college.

Report:

The Internal Quality Assurance Cell of St. Joseph’s College organized workshop on “Implementation of Choice Based Credit System (CBCS) In Autonomous Colleges in Hyderabad” in collaboration with Telangana State Council for Higher Education (TSCHE) & Indian Council For Social Science Research (ICSSR) on 25 July, 2015. Principal, Rev.Fr.VincentArokiadas, welcomed the participants and briefed about the objectives of the workshop. The Chief Guest Prof. S. Mallesh, Vice-Chairman, TSCHE delivered the Key Note Address which outlined the importance and relevance of implementing CBCS. Technical Session I: Prof. P.L. Vishweshwer Rao, Director, UG, St. Joseph’s College spoke on the equity, access and quality of Higher Education in India and gave an overview of CBCS. The Technical Session II was chaired by Prof. A. Ravinder Nath, Dean, Development & UGC Affairs, OU. He presented in detail about the semesterization of curricula, credit frame work of syllabi of all courses, standardization of examinations, and certification of grading system of evaluation and also oriented the participants on the benefits of CBCS.

In the Technical Session III, the resource person Prof. Bhikshamaiah, Controller of Examinations, OU gave an overview of examination & evaluation methodology to be followed under CBCS pattern. He presented the calculation mode of SGPA (Semester Grade Point Average) & CGPA (Cumulative Grade Point Average) too.

Afternoon session had an interactive session, which had eminent resource persons and vibrant participation from 150 faculty across various colleges, focused on generating a proactive discussion on the guidelines, the structure and challenges faced in implementation of CBCS system. The last session had a Panel Discussion wherein eminent professors from the parent university were part of the discussion. Prof. Akbar Ali Khan, Dean, Commerce, OU, Prof. A. Suryanarayana, Dean, Mgt, OU and Prof. MSN Reddy, Former CoE, OU were part of the

panel and gave their opinion and viewpoints of CBCS and gave their insights on queries raised by the teaching fraternity from various colleges.

Topics for Discussion and Deliberation

Topic	Resource Person
Chief Guest	Prof. S. Mallesh, Vice-Chairman, TSCHE
Guest of Honour	Prof. G. Krishna Reddy, Director, SRC, ICSSR
Overview of CBCS	Prof. P.L. Vishweshwer Rao
Implementation of CBCS	Prof. A. RavinderNath, Dean, Development & UGC Affairs, OU
Evaluation Methodology	Prof. Bhikshamaiah, Controller of Examinations, OU.
Panel Discussion	
Moderator	Prof. P.L. Vishweshwer Rao
Panel Members	<ul style="list-style-type: none"> • Prof. Akbar Ali Khan, Dean, Commerce, OU • Prof. A. Suryanarayana, Dean, Mgt, OU • Prof. MSN Reddy, Former CoE, OU • Prof. David Krupadhanam, Former Dean, Science, OU



Prof. S. Mallesh, Vice Chairman, TSCHE addressing the gathering - 25 July, 2015

SEMINAR ON “SAFETY IN YOUR HAND” BY DR.SUMAN ROY, PSYCHOLOGIST

Objective:

To ensure that students are well equipped to face the struggles of everyday social life.

Report:

The Program ‘Safety in Our Hands’ was rolled out with the Objective to ensure that the participants are well equipped to face the struggles of everyday social life nuisances in the like of ragging, being judged, molestation and abuse on 25 July, 2015. Dr. M. Suman Roy, addressed these issues and spoke about the repercussions these events may have on one’s life. She also equipped them with the tool of healthy defense mechanisms in order to cope with stress inducing situations. The students felt relieved on having have attended the session and felt more able to face the situations in life.



Seminar on “Safety In Your Hand” By Dr.Suman Roy- 25 July, 2015

Outcomes:

- Students learnt healthy defence mechanisms to overcome stress.
- At end of the session students felt more confident to face stressful situation.

**FACULTY DEVELOPMENT PROGRAMME – VISIT TO ST. JOSEPH’S COLLEGE,
MOUNT CARMEL, SACRED HEART COLLEGE**

Objective:

To gain deep insights into the efficient functioning of the college.

Report:

The Principal and senior staff of St. Joseph's - Rev. Fr. Vincent Arokiadas, Mr. Satyanarayana, Mrs. R. Anita, Mrs. Kiran Jyothi, Mrs. Esther Ratna and Mrs. Srilakshmi, visited St. Joseph's College, Bangalore, Mount Carmel College, Bangalore and Sacred Heart College, Thirupathur on 27 - 28 Nov 2015 to gain insights into the efficient functioning of the college - its best practices under Autonomy and CBCS, admissions procedure, Examination system, College Automation and IQAC activities.

Outcomes:

The team gained awareness on admissions procedure, Examination system, College Automation and IQAC activities adopted by the college for systematic functioning.

INDUCTION PROGRAMME

Objective:

To socialize the students with the college environment which will support their educational and personal goals.

Report:

To ensure "a distinctive environment of educational excellence" the fresh batch of students admitted into St. Joseph's are well guided into the academics and campus culture through an induction program which gives insights into the various facets of college life. The Orientation offers an overview of the examination system, clubs, NSS, Sports, etc, so that the new entrants are well acclimatized and become effective learners.

Undergraduate:

Freshers who joined the degree courses under the fresh stream of autonomy were well guided through an induction programme conducted on 29 June 2015. The day commenced with a Prayer Song by the college Choir 'Anna Domini' invoking God's blessings. Principal Rev.Fr.Vincent Arokiadas welcomed the freshers to the Joseph's family and addressed them about the college culture and how to remain focused to establish their identity. Mr.B.Satyanarayana, Controller of Examinations, gave vital information about examination system under autonomy. The students were also apprised about the Course Structure, best practices of the department, various events and activities of the college. The Alumni and final year students shared their experiences and good memories with their super juniors. There were Ice-Breaking sessions by the final year students which were very interactive and brought the freshers on their feet.

The Programme was a unique blend of learning, fun and Self-realization. Post Graduate: Orientation Program for MA (Journalism and Mass communication) was conducted on 27 August 2015. The orientation program started with prayer by Fr. Richard and followed by a prayer song by the college choir. Professor P.L.Vishweshwar Rao, Director of the college and Former Dean, Faculty of Arts College, Osmania University spoke on mass communication and its relevance to the country.



Rev. Fr. Vincent Arokiadas, Principal, SJC addressing students - 29 June 2015

Orientation Programme for Second and Third Year UG Students was organized on 15th June 2015. It was conducted for each class separately by the respective subject faculty. The students were informed about the curriculum, Examinations, CRT Programme, Internship Projects, general rules and regulations, dress code and other activities of the department. They were also reminded of their responsibilities as senior students to successfully organize the departmental activities and college events.



Program Coordinator Mrs. Shanthi Kiran addressing the students - 15th June 2015

Outcomes:

- Students will become familiar with the campus environment.
- Students gain comprehensive information on campus resources

ORIENTATION PROGRAM FOR MBA I YEAR STUDENTS

Department of Business Management conducted an orientation Programme for the MBA I year I Semester at the extended campus to give students information about the college and an overview of the MBA course structure, familiarizing them with College & campus culture on 18& 19 September 2015.

The lighting of lamp was performed by the Principal, Rev. Fr. Vincent Arokiadas, Mr. Ganesh Anand, HOD (In charge) and two students of MBA I yr.

Principal, Rev. Fr. Vincent Arokiadas, motivated the students to take initiatives and grow in their life, instead of waiting for someone else to start. He also mentioned that there is two-way expectation, both from the Management and the students for quality education and excellence. He congratulated the students on the successful admissions this year and shared his own personal experience, motivated students.

Student Profile & Feedback:

Student profiles were filled in by the students and feedback taken under the guidance of the respective class in charges. Students expressed their happiness to be associated with our college. They are of the opinion that St. Josephs will provide them with the best placement opportunities. They expect many academic and extracurricular activities.



ORIENTATION PROGRAMME ON MINOR RESEARCH PROJECT

Date : 15/11/2016

Venue : Conference Hall

Time : 11.00 A.M. to 1.00 P.M

Report:

Orientation Programme on MRP by Dr. Shailaja, HOD, Department of Microbiology, Head Research Cell from St. Francis College, Begumpet.

It started with Prayer by Principal Rev. Fr. Vicent Arokiadas. Mrs. Esther Ratna, Dean Student affairs, Mrs. Sumitra Pujari, Asst.HOD Department of Commerce, Mrs. J. N. P. P. Anantha Lakshmi, Senior Faculty Department of Commerce, Mrs. Aparna Sathe, Department of Language has attended the programme.

This program was initiated by the Principal to motivate and create awareness among the faculty regarding who has been approved MRP's by UGC on the procedural aspects of MRP and its submission in UGC.

Dr. Shailaja started with overview of the MRP's and why we have to do research how it will have impact on teachers and their teaching. Madam suggested to go for research so that faculty enrich and that can be transferred to students. She also given a over view of major and minor

Minor	Major
Duration: 2 Years	Duration: 3 Years
No Extension	Extension: 1 Year
Amount : 5 Lakhs	Amount : 15 Lakhs

She gave information about Trust Areas for funding in research like TFR, UGC, DBT, CSTR, TATA institute etc. She explained about the sequential order for MRP

- Title
- Primary/Secondary
- Go for review related with title. Principal suggested always to keep in mind that objectives and do not deviate from the topic.
- Verification of Sample size & Drafting of questionnaire and should have clarity
- Analysis
- Findings and conclusions

Faculties were asked to submit Mid report to UGC after one year. The report should satisfy 60% of objectives. Monthly Planner must be prepared. Principal suggested to plan weekly. She suggested the following sequence to be followed before submission.

- Introduction (End up with Objectives)
- Methodology (Primary/Secondary)
- Results
- Conclusions/Summary
- Limitations/Suggestions

Final report must be submitted in the form of CD



MRP Orientation Programme by Dr. Shailaja; St. Francis College: 15 Nov 2016

AWARENESS PROGRAM ON “GOOD FRIENDSHIP”

Objective:

To create awareness about the serenity and sanctity of good friendship

Report:

With an aim to create awareness about the serenity and sanctity of good friendship and address the issues that can arise among students in the name of friendship Dr. Suman Roy conducted a session for the students on 01 August, 2015 as part of sensitising students to understand the details of having a healthy friendship among the peers.



Dr.Suman Roy addressing the students –1st August 2015

Outcomes:

- Students were sensitized on having a healthy friendship.
- Students got awareness on building good social skills.

A TALK ON “AWARENESS OF CYBER CRIME”

Objective:

To create awareness on cyber crimes and filing a Complaint on National Cyber Crime Reporting Portal

Report:

A Talk on Cyber Crime awareness was organized by Mr. Srinivas Reddy, Head of the Department of Mathematics on 14 October 2015 at 11.30 am in Joseph’s Hall, Dr. B. Anuradha, ACP, Crime Branch, CCS, Detective Department, Hyderabad was the Chief Guest and Shri. R. Majid Ali Khan, Inspector of Police, Crime Branch was the Speaker. Dr. Deepika Gardner, Head Department of English welcomed and introduced the guest to the gathering. Inspector Khan gave valuable insights to the students through a well-prepared PowerPoint Presentation. He said that they should be vigilant, use their common sense and be cautious of criminal elements. He spoke about material and Non-material crimes, offences on internet, Face book, SMS etc. He said many highly educated people were falling into the trap of these criminals; therefore, this talk was organized. There are job frauds, identity thefts, credit card frauds, cyber terrorism etc. An interactive session was conducted at the end where students clarified their doubts. It was a real eye-opener and highly beneficial programme.

Outcome:

- Students gained awareness on potential online threats such as grooming, bullying, and stalking, keep track of their online activities
- Students were aware on job frauds, identity thefts, credit card frauds, cyber terrorism etc

**FDP BY PROF. RAVINDRANATH ON THE COURSE
STRUCTURE EVALUATION**

Objective:

To Review Course structures, Credits allotment for all UG and PG Courses

Report:

Prof. Ravindranath and Rev. Fr. Vincent Arokiadas conducted a Review Meeting on the Course structures, Credits allotment for all UG and PG Courses based on the guidelines given by the UGC and Osmania University in September, 2015.

Outcomes:

At the end of the session team gained knowledge on course structure and credit allotment.

CHAIRMAN'S VISIT

Objective:

To validate the academic and administrative system records and to offer his valuable guidance and blessings.

Report:

St. Josephs' radiance is spelt through the transparency and good governance practices and we continue to uphold this legacy in a true spirit. St. Joseph's continues to hold its success through timely monitoring by its leader, Most Rev. Thumma Bala as he pays his annual visit to the college on 11 December 2015. The Chairman was grandly welcomed by the Principal Rev.Fr. Vincent Arokiadas, a few staff and students. He personally visited all the departments one by one. He interacted with the students, motivated them by his thought provoking words and guided them for their future success. The visit came to a grand end as he appreciated the Josephites for their constant growth and development in all their endeavors.

Outcome:

The Staff and the principal staff was appreciated for their efficiency and dedication towards the organization.





Chairman Visit - 11 December 2015

GUEST LECTURE ON CORPORATE ETTIQUETTE & CULTURE

Objective:

To shore up the professional relationships and networking skills in the corporate life

Report:

The Department of Business management conducted the guest lecture on the topic “Corporate Etiquettes & Culture” on 21 Dec, 2015 by Mr. Nishit Chaturvedi, Senior Manager, Corporate Sales Bharti Airtel Ltd which has a significant role in corporate life. Students appreciated and applauded the lecture, found it very informative and useful.



Mr. Nishit Chaturvedi addressing students – 21 Dec 2015

Outcomes:

- Students gained knowledge on changing cultural dimensions and the importance of etiquette in today’s business scenario.
- Students had eye-opening perspectives on Corporate Communication.

WORKSHOP FOR PARENTS “MIND HUNTING –SAFE PARENTS”

Objective:

To help parents with an insight to handle various issues which they come across with their children.

Report:

The workshop was held on 20th Feb 2016 at St. Joseph’s college for the parents of our students with an objective to help parents with an insight to handle various issues which they come across with their children, their personal life, job stress, responsibilities etc. and to help them overcome their hurdles through counselling. Dr.M.Suman Roy emphasized on the above objectives.



Workshop for parents “mind hunting –safe parents”– 20th Feb 2016

Outcome:

Parents were made more conscious on child's psychological development

WORLD SUICIDE PREVENTION DAY

With the following objectives:

1. To create awareness among students and parents and other people about the importance of suicide prevention.
2. To address the common issues in relation to love and life (love failures, caste, premarital and extramarital affairs, safety, etc.)
3. To bring in an awareness about the signs and symptoms of depression and the warning signs.
4. To address about defense mechanism and counseling to equip them with the skills to help themselves out of their problems.

Report:

Dr.M.Suman Roy conducted successfully on 10 Sep, 2016 at 10.40am at Joseph's hall, St.Joseph's Degree and PG College, Hyderabad. Many students from various colleges like St.Mary's College, Himayathnagar, Reddy College, Home Science college, Aurora college, Urudu University, Kasthurba College, St. Joseph's College, Villa Marie College etc. participated in the event. The event witnessed few parents also participating in the program which helped in understanding the adolescent psychology of their child and for students to cope up with changing needs of the environment.



World Suicide Prevention Day (Oath taking by students) - 10 Sep, 2016



World Suicide Prevention Day (Oath taking by students) - 10 Sep, 2016

**Faculty Development Programmes
attended by Faculty
2015 – 2016**

FDP ON ADMINISTRATIVE TRAINING PROGRAMME

Date : 5- 12 June, 2015

Organised by : IQAC

Report:

Management organized a FDP on “Administrative Training Programme” on different aspects of orientation:

FDP on 5 June, 2015 at Seminar Hall – I.

The following were the resource persons:

1. Orientation by S.V.Nathan
2. Dr. Sunil Unny Guptan (Professor & Independent Consultant) spoke on Effective Planning and Systematic Execution Leads to Excellence in Education.
3. Prof. K. Narendranath Menon (Professor, IPE) on Leadership & Team Building
4. Mr. B. Arogya Reddy (Chairman, St. Mary’s College, Yousufguda) on Challenges of Teaching
5. Prof. P.L.Vishweshwar Rao on Teacher’s Role in Building Institution
6. S.V. Nathan (Sr. Director - Talent, Deloitte) on How to Achieve Excellence in Institution
7. Open forum moderated by Rev. Fr. Vincent Arokiadas

1. 6th June:

Seminar on “CBCS & Its Role” by Rev. Fr. Vincent Arokiadas, Principal

An orientation cum Faculty development programme on CBCS and evaluation process was conducted on 24 June 2015 by Rev. Fr. Vincent Arokiadas and Prof. P.L. Vishweshwar Rao to the Deans, HoD’s and the Academic coordinators. The objective of the session was to

- Give an overview of implementing CBCS
- The course structure format
- Mode of evaluation

FDP on 6 June, 2015 at Seminar Hall – I The focus was on VISION 2015 – 16.

1. Records & Documents to be maintained by Mrs. T. Esther Ratna, IQAC Co-ordinator
2. CBCS & its Role by Rev. Fr. Vincent Arokiadas, Prof. P.L.Vishweshwar Rao and Mrs. R. Anita
3. Plan of Action by the Departments

2. 8th June: New faculty Orientation

The objective was to orient them on the college culture, teaching & learning methodologies, examination system, cells & committees and few guidelines given by the Management and the senior staff members to familiarize them to the environment of the college.



FDP on Administrative Training Programme: 5- 12 June, 2015



FDP on Administrative Training Programme: 5- 12 June, 2015

3. **9th & 10th June:** Orientation to New Faculty Department Level
4. **11th & 12th June:** Department level Orientation on Theme and Academic Year Planning

Objectives:

- To Orient the faculty about faculty Choice Based Credit System
- To orient them on the college culture, teaching & learning methodologies, examination system and all.

Outcomes:

- Faculty were enriched with CBCS concepts, new academic decisions from the management, department level orientations, new faculty orientations.

Brochure

3. 8th June: New faculty Orientation
4. 9th & 10th June: Orientation to New Faculty Department Level
5. 11th & 12th June: Department level Orientation on theme and academic year planning

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<https://www.facebook.com/sjc.hyderabad/>

<https://www.youtube.com/channel/UCKbnUICUoVIdAhUJ1IE7Q>

ST. JOSEPH'S DEGREE & PG COLLEGE
 AUTONOMOUS - AFFILIATED TO OSMANIA UNIVERSITY
 RE-ACCREDITED BY NAAC WITH 'A' GRADE WITH A CGPA OF 3.49
 KING KOTL, HYDERABAD - 500029.

FDP ON
"ADMINISTRATIVE TRAINING PROGRAMME"
 05 - 12 JUNE 2015

ABOUT COLLEGE

St. Joseph's Degree and PG College, established in the year 1997 by the Hyderabad Archdiocese Educational Society, is a Co-education Catholic Christian Minority Institution. The college functions under His Grace Most Rev. Thumma Bala, Archbishop of Hyderabad. The college is centrally located in a 2-acre Wi-Fi campus with state-of-the-art infrastructure. It has emerged as one of the leading higher educational institutions of the country, with a growing reputation among academia and industry as the top destination for world-class knowledge, skills, universal values and global employability.

A premiere affiliate of the Osmania University, St. Joseph's is an Autonomous College, Re-Accredited by the National Assessment and Accreditation Council with 'A' Grade for its Distinctive Educational Environment, Human Values and Social Commitment. St. Joseph's achieved 2(f) from UGC in 2006, permanent affiliation from OU in 2007, the NAAC 'A' grade in 2008, Autonomous status and 12(B) in 2011 from the UGC. It was Re-accredited by NAAC 'A' grade in the year 2014 and Autonomous Status was renewed in the year 2017. As a self-financed college, it offers 14 UG programs and 2 PG programs.

St. Joseph's is the best choice of parents and students for its enriching multidimensional experience of holistic learning, leading to a bright future for the students.



1. 5th June:

- Orientation by S.V.Nathan in collaboration with IQAC of the College
- "Challenges of Teaching" by B. Arogya Reddy, Chairman, St. Mary's Group of Institutions
- "Teacher's Role in Building Institution" by Prof. P.L. Vishweshwar Rao

2. 6th June:

- Seminar on "CBCS & Its Role" by Rev. Fr. Vincent Arokiadas, Principal
- Teaching-learning process by Mrs. R. Anitha, Dean-Academics



Fr. Vincent Arokiadas
Principal

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