YEARLY STATUS REPORT - 2020-2021

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 its own campus?	**Yes**
• Phone No. of the Principal	**9440622626**
• Alternate phone No.	**04023234860**
• Mobile No. (Principal)	**9440622626**
• Registered e-mail ID (Principal)	**naac@josephscollege.ac.in**
• Address	**5-9-1106, King Koti Road , Basheerbagh**
• City/Town	**Hyderabad**
• State/UT	**Telangana**
• Pin Code	**500029**

2.Institutional status

• Autonomous Status (Provide the date of conferment of Autonomy)	**18/04/2011**
• Type of Institution	**Co-education**
• Location	**Urban**

- Financial Status   **Self-financing**

- Name of the IQAC Co-ordinator/Director   **Mrs. T. Esther Ratna**

- Phone No.   **04023234860**

- Mobile No: **9848805656**

- IQAC e-mail ID   **iqac@josephscollege.ac.in**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://josephscollege.ac.in/wp-content/uploads/2021/11/AQAR-19-20.pdf

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

- if yes, whether it is uploaded in the Institutional website Web link: https://josephscollege.ac.in/almanac/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**3.51**	**2008**	**16/09/2008**	**16/09/2013**
Cycle 2	**A**	**3.49**	**2014**	**24/09/2014**	**24/09/2019**
Cycle 3	**B++**	**2.86**	**2021**	**16/03/2021**	**15/03/2026**

6.Date of Establishment of IQAC   **06/01/2009**

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

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Provide details regarding the composition of the IQAC:

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

9.No. of IQAC meetings held during the year   `1`

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

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

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

- If yes, mention the amount

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

`1. Smooth transition to online mode of teaching, paper setting, examination and evaluation from the onset of the COVID-19 pandemic`

`2. Seminars/FDPs conducted on ICT tools, OBE and NAAC for quality improvement in academics and administration`

`3. Initiating Student Satisfaction Survey and Parents Feed Back mechanism`

`4. Green, Energy and Environmental Audit by External Agency`

`5. Preparation of IIQA, SSR for NAAC assessment and coordinating NAAC inspection process`

12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:

Plan of Action	Achievements/Outcomes
To facilitate online mode of Admission, Teaching – Learning and Examinations and Evaluation	Various Software were used for smooth transition to online mode of teaching, paper setting, examination and evaluation from the onset of the COVID-19 pandemic
Measures to maintain cleanliness and ensure safety of all in the campus in view of the current pandemic	The campus is sanitized on a regular basis and all necessary safety measures are taken
Conduct regular orientation and training sessions to both teachers and students	Staff Orientation on 01 June, 2020,Do and Don'ts in online teaching on 09 August, 2020, FDP on Digital Teaching-Learning & Active Student Participation Techniques was conducted from 5-11 August, 2021, Orientation Programme for II and III Year Students on 14 & 17 August, 2020 , 5 Day Student Induction Program from 28 – 01 & 03, October 2021 in collaboration with Disha Bharat, Bangalore and in-house faculty, Software Training Session on Pragna Software, ERP Solutions on 17 October, 2021, Professional Development Programme on OBE Assessment Methods on 10 December, 2020, FDP on Developing an Inclusive Curriculum: Guide for Curriculum Development and Evaluation Process was conducted by IQAC in collaboration with Inpods 11 -17 May, 2021
ICT Training for staff on Digital learning	All faculty and students are given special trainings to equip themselves with virtual mode through an FDP on "Usage of ICT Tools for Remote Teaching and Evaluation" from 1 - 5 June,

	2020
Research Orientation sessions	FDP on How to Research using Case Study Methodology on 29 – 03 July, 2020, A session on Research Projects for students
Orientation Sessions on NAAC Process & Preparation of IIQA, SSR and coordinating NAAC inspection	Conducted several Orientation sessions on Relevance and Importance of Accreditation for Quality Sustenance & Enhancement, The college has gone for NAAC assessment (3rd cycle) and was Re-accredited by B++ Grade
Upgradation of ICT facilities & Renovation of networking in College for better internal connectivity	Purchased Smart Boards, Web cameras, Digital Notepads, Renovation of networking in College for better internal connectivity
Conduct of online activities for students on important days	World Health Day - poster designing competition on Building A Fairer & Healthier World for Everyone , International Women's Day (5,6 and 7 of March,2020) - A talk on Women – Health and Nutrition - Street Play, Session on Defense Techniques for Girls - Importance of Eating Right – Nutrition and Diet Planning, Movie Screening for Women Support staff, National Girl Child - 5-hour lecture series on Fundamental Rights of the Indian Constitution and Women status in India, Awareness about Cyber Safety for Women, Yoga Workshop in Collaboration with Sudeha
Workshops on mental health and mental well being for staff and students to cope with the pandemic situation	Several workshops and seminars have been conducted on mental wellbeing like Effective Practices for Mentoring on 12 October, 2020, VIZRAMA - A Webinar on Handling Stress on

	21October, 2020 in collaboration with saroj yoga and wellness centre, Women of Worth, Women of Wisdom, Women of Wonder on 20 October, 2020, Voice Out on 7 December, 2020, Webinar on women's health during Covid times on 31 May, 2021
Timely submission of AICHE, NIRF & AQAR data	Done
Alumni Association interaction	Virtual Alumni Meet were conducted
IQAC has initiated reforms in the teaching-learning process to achieve Outcome Based Education (OBE) in the institution	Online FDP on " Outcome Based Assessment Methods on 10 December, 2020,FDP on Developing an Inclusive Curriculum: Guide for Curriculum Development and Evaluation Process was conducted by IQAC in collaboration with Inpods 11 -17 May, 2021
IQAC has planned and guided the departments to conduct the Workshops /FDPs /Seminars/Webinars /Conferences	Several workshops and seminars have been conducted
Coordinated the conduction of Statutory Body Meetings	Governing Body Meeting on 28 September, 2020, Academic Council Meeting on 19 September, 2020, Finance Committee Meeting on 17 September, 2020, IQAC Meeting on 08 August, 2020
Conduction of Internal & External Audits ISO Certification	Internal Audit on 09 February, 2020, Mock Inspection on 05 March, 2021, NAAC inspection on 09 & 10 March, 2021
Green Initiatives and Activities	Webinar on "There is no planet B, so say No to plastic" on 22 October, 2020, Several online competitions. Green & Energy Audit
Career Development Cell	Career Progression sessions, Campus Recruitment Training,

	`Online Placements`
`Social Responsibility`	`Various activities were conducted like Plasma Donation, JSR Day, Vaccination drive was organized for faculty/students and neighborhood community, Mega Blood Donation Camp, Covid Essentials, Oxycare Centre, O2 Bank, Food Distribution, Kit Distribution, Vaccination Drive for the Poor`

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

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
`IQAC Meeting`	`04/03/2022`

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

- Year

Part A	
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- Name of the statutory body

Name of the statutory body	Date of meeting(s)
IQAC Meeting	04/03/2022

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

- Year

Year	Date of Submission
17/08/2020	10/03/2022

15.Multidisciplinary / interdisciplinary

The education of today is incomplete unless the student acquires the multifaceted knowledge and skills necessary to thrive in a competitive corporate environment. To realise the globalisation vision and objectives of the Institute.
In order to promote the holistic academic development of

students, an interdisciplinary curriculum has been proposed, allowing students to select their preferred programmes from a variety of offerings. This institution has already proposed and begun developing the necessary infrastructure to accommodate these facilities. Real analysis focuses on industry-academic ties. to obtain an excellent education.

Already, students are sensitised and encouraged to pursue additional skill-based courses via MOOCs in such advanced and emerging fields; UG students complete two certificate courses and PG students complete certificate courses from Swayam/MOOCs. Every year, the college plans and runs activities under NSS, ED-Cell, YRCW, etc., so that students can learn the hard, soft, and life skills they need to be successful in the form of multiple quotients.

All students choose their Generic Electives from a vast array of options provided by departments other than their own. This enriches their learning and enhances their understanding of other disciplines. College-level invited lectures and conferences, seminars, and special talks organised by departments provide students with a deeper understanding of other disciplines in order to broaden their exposure. In conjunction with the NEP, our faculty is collaborating with the college to develop the syllabus for new inter-disciplinary courses, as approved by the Academic Council for the 2022-23 academic year.

In line with the National Educational Policy 2020, the college is getting ready to add inter-disciplinary subjects that will help students develop their intellectual, aesthetic, social, physical, emotional, and moral skills in an integrated way.

The institution firmly believes in offering students a well-rounded education. As a result of the college's autonomy, the curriculum can be shaped with a degree of freedom. Interdisciplinary faculty offers courses with added value to all students. The Department of Second Languages, for instance, provides a Certificate Course in Public Relations and Corporate Communication.

16.Academic bank of credits (ABC):

The institution does not currently meet the requirements of ABC, but soon it will, as it has begun this process.

17.Skill development:

The college's mission is to promote Value-Based quality education, and consequently, it strives to instil positivity in its students. Additionally, the college celebrates national holidays such as Independence Day and Republic Day. Observing various programmes, such as World AIDS Day and Environment Day, that help instil positive characteristics in students. Mentoring students is also one of the institution's practises, as it enables students to explore post-graduation employment opportunities and helps them maximise their studies.

Consistently, the college has provided opportunities for students to develop their skills in response to shifting market demands. Additional courses that align the curriculum with relevant industries and prepare graduates for employment. In addition, frequent interactions with alumni and industry experts enhance students' abilities. This improves their readiness for

The college offers Human Values and Gender Sensitization, and Environmental Studies as mandatory (value-added) 2-credit courses to all UG programmes in order to instil humane values, gender equality, and environmental ethics in students for their holistic development. existence beyond college.

The institution has initiated non-credit courses in NSS, YRC, and in-house activities such as Joseph's Green Group, Women Empowerment Cell, and Joseph's Social Responsibility to promote a multidisciplinary / interdisciplinary approach in light of NEP 2020, as well as various courses such as Functional Arabic, French for Beginners, Hindi for Government Competitive Exams, and Writing for Telugu Media.

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

To promote the local language, art, and culture, the curriculum must include literary activities, etc., and discussions/interactions, symposiums, etc. in the second languages offered by the college as part of the curriculum, for which the student will receive extra credit. These modifications will also improve the employability of these languages' instructors and subject-matter experts.

Bilingual classroom instruction is already in place, and no additional training is required.

In terms of language adoption, the college offers degree courses

in Indian languages such as Hindi, Telugu, Sanskrit, Arabic, and French. One of the college's future goals is to preserve and promote languages.

The institution, through its various student-centric clubs such as Sutra Parampara—the Heritage Club, Sangoshthi-Telugu Language Club, and Nayi Disha-The Hindi Language Club, provides value-based education to instil positivity in the learner, which includes the development of humanistic, ethical, constitutional, and universal human values such as satya, dharma, shanti, prem, ahimsa, scientific temper, and lifelong skills.

The Sanskrit Language Curriculum attests to the above-mentioned value instillation by incorporating Ramayana, Mahabharat, Bhagvad Gita, Upanishads, Panchatantram, Mahakavi-Shastrakar Vibhag, Spoken Sanskrit, and integrating ICT in imparting Computational Linguistic Skills and E-Readers (Sankshep Ramayanam).

Traditional Indian knowledge, also known as Indian Knowledge Systems (IKS), is also taught to students through various club activities

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

The IQAC of the college has played a key role in the implementation of Outcome Based Education (OBE). In line with the guidelines of UGC and NAAC, the IQAC has organised several faculty development programmes and workshops for the successful implementation of outcome based curriculum development and assessment. A committee was constituted to give guidance on formulating the outcomes. The principal, dean of academics, IQAC coordinator, department head, and faculty worked together to identify the PEOs, POs, PSOs, and COs. Program outcomes and program-specific outcomes were developed based on graduate attributes and the vision and mission of the college. Each course in a programme is well defined with course objectives and outcomes aligned with knowledge, skill and attitude and ratified by the Board of Studies, Academic Council and Governing Body of the institution.

"Outcome-Based Education (OBE) is a student-centric teaching and learning methodology in which the course delivery and assessment are planned to achieve stated objectives and outcomes. It focuses on measuring students' performance, i.e., outcomes, at different levels."

Orientation programmes are conducted for the students at the beginning of the academic year / semester, giving an overview of the programme or curriculum in the context of PEO's, PO's, PSO's and Co's.

Lessons are organised with well-defined objectives, descriptions, and teaching pedagogy. Teachers are highly committed to implementing the unit planner to accomplish their teaching mission.

The unit planners/ teaching plans are shared with the students well in advance of the commencement of the course work.

For each course, faculty members communicate expectations, targets and desirable outcomes of every unit as a part of regular instruction.

During the teaching-learning process, the faculty constantly emphasises the targets and standards to be achieved by students.

Good practices of the institution pertaining to OBE

- Faculty Development Programs are conducted to train faculty on emerging areas of teaching techniques to accommodate student centric methodologies into the teaching-learning process. The institution caters to the professional development of the academic staff.
- Faculties were encouraged to attend the workshops/ Seminars/ NPTEL course on Outcome Based Education.

Student-focused teaching strategies include: inquiry-based learning, project-based learning, flipped classrooms, field visits, need based industrial visits, etc.

20.Distance education/online education:

This institution is already prepared, particularly for COVID-19 pandemic situations and the teaching-learning process via various online modes such as wise app, GCR, and whatsapp, among others. The entire college campus is equipped with wifi and digitally interactive panels are installed in classrooms, so there are no barriers to online education. Even a slight improvement in the COVID-19 pandemic situation and a corresponding increase in the number of students and faculty members travelling from distant

locations to attend college would aid these individuals in studying online content for all subjects and semesters. In order to meet the challenges of the future, this institution is preparing to make all such faculty-created e-content available to all students via the Internet.

St. Joseph's College, with our devoted faculty and state-of-the-art technology, has redefined the scope of higher education to keep up with global changes, threats, and opportunities in response to the global pandemic that brought widespread uncertainty and concern about the quality of higher education. We maintained global standards for providing students with world-class knowledge, a blend of the right technical skills, employability skills, and life skills, by reimagining teaching methods and adopting a new approach to education at the right time.

During the Covid period, the college implemented online tutorials to improve students' listening, reading, and writing skills. Taking a novel approach, the department used virtual labs to administer online listening exams using public resources. Students were able to generate their own automated report cards, which were sent to their respective teachers.

To leverage the lock down period the departments shared some online resources/ E-Worksheets on a range of topics like Business English, English for Competitive exams, Common Errors, Phonetics, Grammar, Communication Skills etc, which helped students in building their proficiency in English and employability skills. The links were shared with the students as part of online Tutorials to test their English Proficiency (listening skills) on an international scale used in TOEFL, BEC, IELTS, etc.

Apart from this, the departments also conducted many E-activities, such as Open Mic, Group discussions, etc on burning issues like escalating domestic violence on women during the pandemic, Climate Change, etc

Extended Profile

1.Programme

1.1   **19**

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1   **3240**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2   **1010**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3   **3223**

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

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1   **778**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2   **97**

Number of full-time teachers during the year:

Extended Profile

1.Programme

1.1 Number of programmes offered during the year:	**19**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 Total number of students during the year:	**3240**

File Description	Documents
Institutional data in Prescribed format	View File

2.2 Number of outgoing / final year students during the year:	**1010**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 Number of students who appeared for the examinations conducted by the institution during the year:	**3223**

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1 Number of courses in all programmes during the year:	**778**

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 Number of full-time teachers during the year:	**97**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

3.3 Number of sanctioned posts for the year:	**97**

4.Institution	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	**577**
4.2 Total number of Classrooms and Seminar halls	**66**
4.3 Total number of computers on campus for academic purposes	**401**
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	**6,20,60,474**

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

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

Curriculum Design Process:

The institution has well constituted mechanism for reviewing and developing curriculum, which ensures that curriculum developed has global and social relevance.

- **Faculty are encouraged to attend various Professional**

Development Programmes/ Seminars/Conferences/Workshops to acquire knowledge on emerging areas, recent trends and new approaches to curriculum enrichment.

- The feedback is analyzed by the Curriculum Restructure Committee (CRC) and recommendations are presented in various Board of Studies. The BoS approved curriculum is later presented to the Academic Council and the Governing Body for approval and ratification.

Outcome

- The college offers 16UG Programmes and 2 PG Programme
- One of the first few colleges in the country to introduce Professional Programmes of global significance like B.Com(Information Technology), BCom(International Finance and Accounting) in collaboration with ACCA, BBA(Information Technology) in collaboration with Tech Mahindra, BBA(Business Analytics) in collaboration with Wiley and BBA(Entrepreneurship) , BBA(Financial Markets) National Stock Exchange, India Ltd.to meet industry needs and to combat with the technological challenges.

The college has meticulously drawn the PEOs, POs, PSOs and Cos to inculcate graduate attributes like domain knowledge,Problem solving, Communication Skills , team work, professional ethics , Lifelong learning etc. POs, PSOs and Cos reflects Local /National /Regional /Global developmental needs.

File Description	Documents
Upload additional information, if any	[View File](#)
Link for additional information	https://josephscollege.ac.in/academics/under-graduate-courses/bbafm/

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

6

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	[View File](#)
Details of syllabus revision during the year	[View File](#)
Any additional information	[View File](#)

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

406

File Description	Documents
Curriculum / Syllabus of such courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	[View File](#)
MoUs with relevant organizations for these courses, if any	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

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

25

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	[View File](#)
Any additional information	[View File](#)
Institutional data in prescribed format (Data Template)	[View File](#)

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

18

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	[View File]()
Any additional information	[View File]()
List of Add on /Certificate programs (Data Template)	[View File]()

1.3 - Curriculum Enrichment

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

- **Ability Enhancement Compulsory Courses viz., Human Values and Gender Sensitization and Environment Studies are made mandatory for all the undergraduate programs to promote value-based education that aims at the personal fulfillment and professional success of the students along with a shared focus on the well being of individuals, society, nation and world at large. All the programs make Professional Ethics an integral part of their core curriculum**

- **The core curriculum of Human Values and Gender Sensitization and Environmental Studies have been constantly reviewed and redesigned to include activity based methodology with a scope for interaction, discussion, questionnaires and also research based projects on topics such as Violence against Women, Child Labour, Corruption in India and Drug Addiction.**
- **English and Second Languages offered predominantly focus on imparting values, life skills and ethical living.**
- **BA(Mass Communication) offers full-fledged courses on Media Ethics and Laws, Gender and Human Rights prioritize integrating Professional Ethics into the curriculum. In addition to**
- **B.Com and BBA Programmes has full-fledged courses like Business Ethics and many topics on Professional ethics like Social Responsibility in Accounting, Ethics in Accounting and Business, Information Security related to Professional Ethics. etc. included in the curriculum.**

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

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

128

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

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

1759

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

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

710

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

1.4 - Feedback System

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

File Description	Documents
Provide the URL for stakeholders' feedback report	https://josephscollege.ac.in/feedback-on-curriculum-from-stakeholders-2/
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

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

File Description	Documents
Provide URL for stakeholders' feedback report	https://josephscollege.ac.in/feedback-on-curriculum-from-stakeholders-2/
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

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

1212

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

577	

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The institution adopts Learner Centered Teaching Methodologies catering to diverse needs of students. Due to pandemic, College adopted online mode of teaching on Google meet platform. Orientation Program is conducted at the beginning of the academic year to give an overview of Teaching-Learning Practices, Student Support and Extension Activities, Placements, Examination System and other Student Centric Activities. The class teacher maintains student's profile which includes academic and socio-economic details to identify their background. At the entry level, respective departments conduct Diagnostic Test to assess learning levels and identify Slow and Advanced Learners.

Activities to address Slow Learners include Bridge Courses, Remedial and Tutorial Classes,Peer learning, Personality Development, Mentoring, Career Guidance and Counselling Sessions. Assistance is provided through Study material, question banks and revision classes. Parent Teacher Meet is conducted twice a year to update parents about their wards performance.

Advanced Learners are appointed as class representatives, student coordinators for various Clubs/ Committees/ Cells to plan, organize and participate at Inter and Intra collegiate fests/competitions, Seminars, Guest Lectures, Workshops. They qualified in examinations conducted by Professional bodies namely ACCA, CA, CS. They take up Projects, internships and are encouraged to write research articles and present papers at National/ International Seminars/Conferences.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
30/09/2021	3240	97

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

The College follows relevant teaching-learning techniques and evaluation process through academic flexibility offered by Autonomy, Choice-based Credit system and Outcome-based Education that promoted adopting various Student-centric methods which are made integral into all co-curricular activities of the College namely Experiential Learning, Participative Learning and Problem Solving Methodologies for enhancing learning experience, making teaching-learning process innovative and effective. FDP's are conducted to train faculty on emerging areas of the programme, teaching techniques to accommodate student centric methodologies into teaching-learning process. Infrastructure facilities are upgraded to facilitate varied teaching techniques and faculty use ICT Tools including online resources thereby shifting orientation from teacher-centric approach to student-centric approach. Due to pandemic, College adopted online mode of teaching on Google meet platform.

List of Methods

- Experiential Learning

Role Play, Filmmaking, Shooting Documentaries, Survey Based Projects, Model-Making, Web Designing for Digital Marketing, Networking, Software Application Development, Field Trips,

Interactive Educational Games and Puzzles, Ad Making, Hosting Reality Shows

- **Participative Learning**

Group Discussion, Publishing Newsletters, Poster Making, JAM, Presentations, Quiz, Book Reviews, Script Writing, Live Reporting, Tabloid Making, Debates, Mock Interviews, Flip Class Rooms, Film Reviews, Blogging and Blog Reviews

- **Problem Solving Methodologies**

Assignments, Case Study, Online Certification Courses, Mini & Major Projects, Internships

File Description	Documents
Upload any additional information	[View File]()
Link for additional Information	[https://josephscollege.ac.in/wp-content/uploads/2022/03/Student-Centric-Method.pdf]()

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

- **Classrooms are well equipped with ICT enabled facilities for teaching like computers, LCD Projectors, internet facility, simulation packages, CD's/DVD's, audio visual equipment etc.**
- **E-resources, PPTs, You Tube videos, website links, e-reference books are used by the faculty.**
- **Skype video conference facility is available.**
- **A well- equipped Mass Communication studio is available for training the students in production, shooting, editing, online editing etc. Software used exclusively for teaching and learning include SPSS, Adobe web bundle- CS2 and macro media studio, studio 8 Adobe page maker7, Corel Draw X3, Graphics switch, Final cut studio 7, discovery studio 2.0.**
- **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.**
- **E-Library resources and online content are used by**

teachers where the courses need updated information.
- Flip class rooms, Google Class room, interactive educational games and puzzles (Kahoot), blogging and blog reviews, online certification courses (MOOCS) etc make learning student-centric.
- Open educational resources like NPTEL, MIT and NMEICT make classroom teaching effective.
- As part of E-Learning, students give power point presentation and assignments are also given to encourage Internet based research.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://josephscollege.ac.in/online-resources/
Upload any additional information	View File

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

2.3.3.1 - Number of mentors

97

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

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

- The Institution clearly plans the teaching, learning and evaluation schedule coordinated by the Planning and Evaluation committee and IQAC well ahead of the academic year
- At the end of each academic year, the Head of the Institution along with Heads, of the Department, Controller of Examination and IQAC coordinator holds meeting to plan the Almanac and other Co-Curricular and Extra-Curricular activities for the forthcoming academic

year. Schedules are finalized for the commencement of internal and external assessments and the last date of instruction.

- The academic calendar clearly schedules the curricular, co-curricular and extra-curricular activities, special days, staff meetings, orientation programs, guest lectures, parent-teacher meets etc. for the academic year which is well informed to the staff and students through handbook and adherence is ensured through a well laid out reporting mechanism

- At the end of every academic year, HOD of each department conducts meeting with the departmental faculty to allocate subjects and prepare workload statement.

- Department wise timetables are prepared well in advance.

- Each subject teachers prepare lesson plan. Lessons are organized with well- defined objectives, description and teaching pedagogy. Teachers are highly committed in implementing the unit planner to accomplish their teaching mission.

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

2.4 - Teacher Profile and Quality

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

97

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)
Any additional information	No File Uploaded

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

21

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

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

639

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	**No File Uploaded**

2.5 - Evaluation Process and Reforms

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

28

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

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

53

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	[View File](#)
Upload any additional information	**No File Uploaded**

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

- **Online certification verification through Direct verify 'www.directverify.in' including WES (World Education Services) from 2020 onwards.**
- **Uploading the examination results and Grades on the college website immediately after the final exam result declaration from 2020 onwards.**
- **Implementation of integrated software (.Net) of examination module with enhanced features from 2020 onwards.**
- **Online Examinations and Evaluation during Pandemic using Hiremee Application in order to safeguard the health of students and faculty from 2020 on**
- **Result Declaration within 15 days (Average) from 2021 onwards.**
- **Special Consideration was given to final year students who were affected by COVID to save their academic year.**
- **Question paper pattern was modified as per UGC guidelines due to Pandemic 2020 - 2021**
- **Question paper setting as per BLOOM'S Taxonomy for MBA from 2020-21**
- **Question paper is thoroughly scrutinized to ensure the standard, spread of the syllabus and mapping of COs and following BLOOM'S taxonomy for MBA programme from 2020-21**
- **MBA**
  - **The Question Paper formats of "CIA & SEE" are revised with three sections by introducing CO-PO, Bloom's Taxonomy Levels and LOTs & HOTs as per the OBE.**
  - **Compulsory Case Study Analysis introduced in the question paper to assess the students' skills related to their thinking and problem solving nature.**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://josephscollege.ac.in/wp-content/uploads/2022/05/ANNUAL-REPORT-2020-21.pdf

2.6 - Student Performance and Learning Outcomes

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

Several Faculty Development Programs were conducted giving insights on Outcome Based Education. A committee was constituted to give guidance for formulating the outcomes. Collective efforts were positioned by the Principal, Dean-Academics, IQAC coordinator, Head of the department and the faculty for stating the PEO's, PO's, PSO's and CO's.

Program outcomes and program specific outcomes were developed based on graduate attributes and college vision and mission. Each course in a program is well defined with course objectives and outcomes aligned with the knowledge, skill and attitude and ratified in Board of Studies, Academic Council and Governing Body of the institution.

PO's, PSO's, PEO's are displayed on the website of the Institution and Classrooms.

Orientation Programme conducted for the students in the beginning of the academic year / semester wise giving an overview of the Program/Curriculum in the context of PEO's, PO's, PSO's and Co's.

The Unit Planner which is shared to the students well in advance before the commencement of the course work.

For each course, faculty members communicate expectations, targets and desirable outcomes of every unit as a part of regular instruction.

During the teaching-learning process the faculty constantly emphasize on the targets

and standards to be achieved by students.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	[View File](#)
Upload any additional information	**No File Uploaded**
Link for additional Information	https://josephscollege.ac.in/academics/under-graduate-courses/

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

- **The process of attainment of CO's, PO's and PSO's starts from writing appropriate CO's for each course of the programme.**
- **A course is mapped with PO's and PSO's of all its CO's and classroom/ laboratory session. The correlation is established between CO's and PO's in the scale of 1, 2 and 3; 3 being substantial, 2 being moderate and 1 being low. A mapping matrix is prepared in this regard for every course of the programme.**
- **The evaluation pattern consists of CIA - I, CIA - II, Skill Based Test and ESA in the ratio of 40:60 and calculates in the following method.**

CO attainment is calculated by using the formula:

Actual number of students on or above threshold value divided by Target number of students attempted.

- **The outcome is assessed which gives feedback for relevant measures to take and to ensure that the course outcome is attained.**
- **The Program coordinators prepare the consolidated report to calculate the program outcome using the below method to check the attainment level.**

The PO attainment is calculated by using the formula:

Sum Product of CO Attainment and CO-PO mapping divided by Sum of CO-PO mapping.

PO attainment = Average of all PO attainment.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	**Nil**

2.6.3 - Pass Percentage of students

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

1010

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	https://josephscollege.ac.in/wp-content/uploads/2022/05/ANNUAL-REPORT-2020-21.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

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

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

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

1. **Setting up research corpus - seed money**
2. **Research infrastructure-lab/library**
3. **Incentives -paper publications/ presentations**
4. **Promote res.culture -work load remission /permission- attend conf/workshops/training prog&collaborate - res orgs**
5. **Budget - staff/stud projects**
6. **Funding -major/ minor research projects**

7. Implement code of ethics – check plagiarism
8. Promote interdepartmental/interdisciplinary res
9. Maintain student/ faculty res database
10. Incentivize faculty- receiving state, national/international res awards
11. Guidelines -design/evaluation-curriculum oriented res projects

      1. Focus: Faculty Research

Faculty participation &paper publications - Journals - National /International - high Impact factor - National / International conferences/ seminars/workshops /Refresher courses/ Orientation programmes

Seminars& RM workshops - students / faculty

2015-16 Focus: E-Resources upgradation for Student and Faculty Research

Upgrade Library facilities– INFLIBNET/DELNET

    1. Focus: Promote Minor / Major Research Projects

Providing amenities- ODI, Reduction in Work load, flexi timings, Paid leaves, study leaves, Sabbatical leaves – Minor/Major Res. Proj & FDPs / Orientation prog – Minor/major res proj

2017-18 Focus: Financial Assistance: Seed money /Monetary Incentives –paper publications

/articles -National/International journals

2018-19 Focus: Foster Student Research/ Procure Plagiarism detection software

RM - guest lectures, subject in curriculum, encourage student paper publications/presentations& Procure plagiarism detection Software

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://josephscollege.ac.in/research-policy-document/
Any additional information	No File Uploaded

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

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

0

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

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

0

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

3.2 - Resource Mobilization for Research

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

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	[View File](#)
List of projects and grant details	**No File Uploaded**
Any additional information	**No File Uploaded**

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**
List of research projects during the year	[View File](#)

3.2.3 - Number of teachers recognised as research guides

0

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	**No File Uploaded**
Institutional data in Prescribed format	**No File Uploaded**

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

0

File Description	Documents
Supporting document from Funding Agencies	[View File](#)
Paste link to funding agencies' website	**Nil**
Any additional information	**No File Uploaded**

3.3 - Innovation Ecosystem

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

The Entrepreneurship Development/ R&D cell and various community orientation wings of the college act as the model for innovation, creation and transfer of knowledge. The ED cell aims to coordinate, synergize and leverage various strands of excellence driving innovation and entrepreneurship consisting of research, community orientation etc.

1. Boosting Research Culture, catalyzing Innovation & Collaboration: The R&D cell provides opportunities to the students and faculty to develop deepens their aptitude/ capacity for research and encourages presenting, publishing their research work.

2.Adopting Holistic Culture and Best Practices: The college imparts its students' the ethical values, compassionate behavior and concern for society by organizing year-round cultural/ academic/charitable events for identifying/ nurturing talented students.

3. Enabling Certification and Providing Access to Global Value Chains: Various departments introduced a number of value-adding programs related to digital marketing, SPSS etc. to enhance practical knowledge of students with industry-specific skills, industrial/Field visits/internship programs, alongside the MOUs with educational institutions of private/government sector enterprises.

4. Cultivating Human Capital: The highly qualified/ skilled faculty impart relevant knowledge to students through ICT-enabled/ innovative teaching learning methods.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

11

File Description	Documents
Report of the events	[View File](#)
List of workshops/seminars conducted during the year	[View File](#)
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

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

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

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

3.4.2.1 - Number of PhD students registered during the year

0

File Description	Documents
URL to the research page on HEI website	https://josephscollege.ac.in/research-committee/
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	**No File Uploaded**

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

13

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

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

36

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://josephscollege.ac.in/wp-content/uploads/2022/05/3.4.4_Book-Chapters-proof-.pdf

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

3.4.5.1 - Total number of Citations in Scopus during the year

1

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

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

3.4.6.1 - h-index of Scopus during the year

1

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

3.5 - Consultancy

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

0.28

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

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

0

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

3.6 - Extension Activities

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

Josephites are trained as agents of social transformation. Social consciousness and 'Social Commitment' is an integral part of the College vision and it is promoted among students through National Service Scheme (NSS), Youth Red Cross (YRC), Joseph's Social Responsibility (JSR), Women Empowerment (WEC) and Joseph's Green Group(JGG), involving faculty and students in various community programmes, social and environment awareness campaigns like National Swachh Bharat Abhiyan, Harita Haram Programme, Rain Water Harvesting Pits, Blood Donation Camp etc. so that they emerge as ethical and socially responsible citizens

of India.

Impact & Sensitization:

Exposure to extension and outreach activities sensitizes students towards social, legal and social remedies lead to imbibing values like:

1. Help people in need and distress.
2. Promote cleanliness in and outside the campus.
3. Acquire social values and a deep interest in environmental related issues.

Learning outcomes of the activities:

1. Enlarge the knowledge of societal issues and problems to provide solutions.
2. Build relations and tie up with organizations/NGOs to carry forward humanitarian work.
3. Develop passion and brotherhood towards community, affected people/animals and destitute, skills and aptitude for problem solving etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://josephscollege.ac.in/wp-content/uploads/2022/05/3.6.3_ExtentionActivites.pdf

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

4

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

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

35

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

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

2058

File Description	Documents
Reports of the events	View File
Any additional information	**No File Uploaded**

3.7 - Collaboration

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

151

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

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

11

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

Facilities Available:

The college has a 2.5-acre Wi-Fi campus, with a main and extended campus.

- **60 spacious, ventilated, well-furnished classrooms are equipped with ICT-based teaching aids.**

- **There's a well-equipped Commerce lab, Computer lab, electronics lab, physics lab, SPSS lab, psychology lab, language lab, a Mass Communication lab and audio-visual studio, through which the Campus Radio airs content.**

- **The College has 453computers, 03 IBM Servers, 78 projectors, 35 Printers, 05 Scanners, Proprietary software, etc**

- **05 staff rooms, equipped with departmental libraries, computers, printers, speakers, etc provide a favourable academic environment.**

- **The campus has 2 libraries, with a vast collection of Books, Rare editions, Archives, International and National Journals, E- Resources like DELNET and INFLIBNET.**

- **Other provisions include Seminar Halls for conducting various academic and co-curricular activities, internet**

Facilities, Power Generator, Solar Power Source, Fire Safety mechanism, Health Care and Counselling Centre, Gymnasium, RO Plants and Water Coolers, Canteen and Parking Facility etc.,

- **Joseph's Hall, Board Room and Lounge are used for interaction with students and parents.**

- **Divyangan Facilities include Rest Rooms, Ramp, Wheel Chair, Lift & Washroom**

- **11 Smart boards have been installed to facilitate interactive teaching-learning.**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://josephscollege.ac.in/wp-content/uploads/2022/03/4.1.1-supporting-documents.pdf

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

The institution fosters the overall development of the students by providing various facilities for conducting sports and cultural activities. It has committees for various co-curricular and extracurricular activities for identifying, motivating, grooming and encouraging students to participate in various intercollegiate, regional, national and international events.

- **Cultural Activities: These activities are conducted in Joseph's Hall, Indoor Stadium, etc. The ground is used for Flash Mob and cultural activities like Josephiesta, CinEvolution, Bathukkamma etc.**

- **Choir: A specialized band room caters to the provision of instruments like keyboard, guitar, drum kit, etc for the Choir "Anno Domini".**

- **Yoga: Joseph's Hall (Multipurpose Hall) is equipped with Audio-Visual facilities for regular conduct of yoga**

sessions and parking area is used for celebrating International Yoga Day.

- **Gymnasium:** A well-equipped Gymnasium is dedicated to promote fitness among students and staff.

- **Other Activities:** A separate room is provided to facilitate Joseph's Centre for Social Transformation dealing with community service, commitment for social service & environment awareness through National Service Scheme, Joseph's Green Group, Youth Red Cross Society, Joseph's Social Responsibility to plan and deliberate activities.

- A separate wellness centre is available to provide first-aid during casualties/emergencies.

File Description	Documents
Geotagged pictures	[View File](#)
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

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

66

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

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

1,48,00,403

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

4.2 - Library as a Learning Resource

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

The college library has a vast collection of texts and general books, International and National journals, to cater to the needs of both UG and PG students. Separate sections for General, Reference books, Journals and Periodicals, Magazines are provided along with a browsing facility to access online databases and academic information.

The library is fully automated using Integrated Library Management System with the following details:

2020-21

Name of the ILMS software

NewGenLib 3.1

Nature of automation (fully or partially)

Fully Automated

Version

3.1

Year of automation

FEATURES OF THE SOFTWARE:

- **Functional modules are completely web based. Uses Java Web Start™ Technology.**

Compatibility - Complies with international metadata and interoperability standards: MARC-21, MARC-XML, z39.50, SRU/W, OAI-PMH.

- Data entry, storage, retrieval in any (Unicode 3.0) language

Technical Processing (Cataloging)

- Primary or Original Cataloging

- Customizable MARC21 templates and Search indexes

- Technical Processing of items received through Acquisitions

Circulation

- Check out (Issues)

- Check in (Returns)

Acquisitions

- Accession received items

- Process payments

Web OPAC

- Various types of searches

- Basic

- Advanced

- List of new arrivals

- View special collections in the library.

Reports

- **Acquisitions**

- **Accession register**

- **Customized list of titles**

- **List of new arrivals**

- **Circulation**

- **Detailed Circulation Transaction**

- **Overdue material**

- **Patron List (Users List)**

- **Daily Circulation Transaction**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://josephscollege.ac.in/wp-content/uploads/2022/03/4.2.1-Supporting-Document.pdf

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

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

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

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

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

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

1

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

4.3 - IT Infrastructure

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

IT Proposed Budget:

Year

2020-21

Budget

17,50,000

Actual Expenditure

19,14,369

Computing Equipment: The College has 453 computers, 78 projectors, 35 Printers, 05 Scanners, etc. Proprietary software such as Microsoft Operating Systems, Microsoft Office, Turbo C++ 4.5, SAP, IBM Rational Rose and Open Sources such as Tomcat Web Server, MySQL, Python, R Studio, Weka Tool etc. are available.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://josephscollege.ac.in/wp-content/uploads/2022/04/IT-POLICY.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3240	401

File Description	Documents
Upload any additional information	[View File](#)

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

File Description	Documents
Details of bandwidth available in the Institution	[View File](#)
Upload any additional information	[View File](#)

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

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

4,35,73,139

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

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

The institution has well defined policies and procedures for purchase, maintenance and utilization of physical, academic and support facilities.

The institution plans in advance the infrastructure enhancement, academic and support facilities according to the requirements of the courses it offers. The planning is based on the suggestions given by the governing body, academic council members, committees and cells and the existing resources in the institution. 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 departments, 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.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://josephscollege.ac.in/wp-content/uploads/2022/03/4.4.2-Supporting-Document.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

3

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	**No File Uploaded**
Upload any additional information	[View File](#)

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

10

File Description	Documents
Upload any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology	**B. Any 3 of the above**

File Description	Documents
Link to Institutional website	https://josephscollege.ac.in/academics/under-graduate-courses/
Details of capability development and schemes	[View File](#)
Any additional information	[View File](#)

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

1417

File Description	Documents
Any additional information	[View File](#)
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

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

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	[View File](#)
Upload any additional information	[View File](#)

5.2 - Student Progression

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

369

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	[View File](#)

5.2.2 - Number of outgoing students progressing to higher education

35

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	View File

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

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

32

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

5.3 - Student Participation and Activities

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

18

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

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

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

? Fairness

? Accountability

? Courage

? All the elected class representatives together with their respective assistants form the Student quality assurance Cell (SQAC) of the college 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

? Engaging in social responsibility, environment sensitizing activities and other various student centric group activities.

Outcome

? Resolving the general disciplinary issues. Maintaining discipline and Campus Culture

? Coordinating and conducting various national / international significant day's like International Yoga Day, International Women's Day, Independence Day etc and planning the events of the college like Teacher's Day, Josephiesta, Cinevolution etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://josephscollege.ac.in/wp-content/uploads/2022/05/Student-Council-Photos-2_compressed.pdf

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

9

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

5.4 - Alumni Engagement

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

The College has an active Alumni Association which functions with the Motto: "Reunite, Renew, Reflect".

The objective of the Alumni Meets is to establish a link between Alma Mater and its Alumni thereby maintain mutually favourable relationship. The Association acts as a focal point of contact in

bringing all alumni together on a single platform in developing the synergistic plans to aid and improve Institutional endeavours in the long-run.

The Association conducts regular meetings wherein the members freely and closely interact with each other on issues pertaining to the development of the Institution's role and contribution.

Non-Financial Contribution by Alumni:

Placements: The Alumni participate actively in the placement

activities of the college by conducting pre-placement activities. Theyare also instrumental in bringing various corporate organizations to the Institution for the placement drives.

Career Guidance:

Alumni are the huge talent pool whose guidance is made beneficial to students.

Alumni Meet: The

Association holds an annual general meeting called as Alumni Meet on 3rd Saturday of September every year.

Other contributions of the alumni are:

Members of statutory bodies like Board of studies, Academic Council, they give valuable inputs to make curriculum industry relevant.

They donate books to the library.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://josephscollege.ac.in/wp-content/uploads/2021/03/Alumni-association-registration-doc-JOSA.pdf

5.4.2 - Alumni's financial contribution during the year	**E. <2 Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

St. Joseph's Degree & PG College is a minority Christian

institution run by the Hyderabad Archdiocese Educational Society (HAES) with a vision to provide a distinct environment of excellence in education with human values and social commitment. Governance Mechanism and Participation of the Teachers

The Board of Management i.e. HAES is the planning and policy making apex body that meets periodically to assess and review the strategies and policies guiding the institution with a broader objectives, strategies and goals aligned with the vision and mission statements.

The teachers have their representation and participation in Governing Body, Academic Council, Board of Studies, Finance Committee and IQAC that play an important role in framing short-term goals, strategies to realize the academic and administrative targets.

Principal, who is the academic and administrative head, oversees the functioning of the institution who is supported by faculty in roles of CoE, Dean-Academics, Dean-Student Affairs, HoDs, Programme Coordinators, Placement Officer and various committee conveners and members to discharge the responsibilities for the smooth functioning of the institution

The management interacts and involves various stakeholders in Statutory Meetings, Staff Meetings, Student Quality Assurance Cell, Parent-Teacher Meet, Alumni Association and Career Development Cell for effective governance.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://josephscollege.ac.in/about-st-josephs/vision-mission/

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

Online Classes and Examinations

The Teaching and Learning for the Academic Year 20-21 was conducted through online mode due to pandemic. To ensure smooth conduction of classes, several responsibilities were entrusted to departments / cells / faculty which portray decentralization

and participative management reinforcing a culture of inclusiveness for excellence

- The statutory bodies of the college approved the conduction of online classes as per the guidelines issued by the Government / UGC
- Academic Calendar was prepared
- The G-Suite platform was set up for conducting online classes and E-Mail IDs were created and shared with all the faculty and students
- Orientation, training and Hands-on sessions were conducted by IQAC to the faculty to use different online teaching methods and tools.
- Orientation and Hands-on sessions were conducted by respective departments to the students on the usage of G-Suite
- Digital devices were procured by the management and given to the faculty in need to ensure smooth conduction of classes
- Curricular / co-curricular activities like Project guidance, Guest Lectures, Seminars and competitions were organized
- Class in-charges were responsible for monitoring the academic needs of the students
- Staff Meetings and P-T Meet were conducted.
- Feedback was collected that helped in taking relevant decisions

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	https://josephscollege.ac.in/wp-content/uploads/2022/03/Almanac-2020-21.pdf

6.2 - Strategy Development and Deployment

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

The admission process at St. Joseph's college is hallmarked by a personalized counseling and carried out by a team of faculty constituting the Admission committee. Due to pandemic the admission process was completely automated and the entire process was through online mode using ERP software which included all the steps of admission procedure right from accepting application to the end of admission procedure. This helped the admission committee to carry out the admission process smoothly and efficiently.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://sjchyd.in/
Upload any additional information	View File

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

- **The Board of Management (HAES) is the apex body which is involved in framing the strategic plans, policies, appointment of the staff and is the decision making body in consultation with the Governing Body of the Institution.**
- **Governing Body, Academic Council and Finance Committee approves the policies and guides the institution on the academic, financial and administrative initiative activities to serve its stakeholders as per the mission statements of the institution.**
- **Board of Studies: Reviews and revise the curriculum and matters related to academics.**
- **IQAC: Responsible to develop a quality system for conscious, consistent and catalytic action to improve the academic and administrative performance.**
- **The HoDs play a pivotal role in the micro-level management of the departments**
- **Deans act as a liaison between them and the administrators on academic matters. The faculty directly deals with the students and are responsible for implementation of the decisions made at different levels.**
- **The office wing, reports directly with the Principal on administrative matters. The organisational structure facilitates a hassle free, two-way communication and**

grievance handling mechanism necessary for effective functioning of the college

File Description	Documents
Paste link to Organogram on the institution webpage	https://josephscollege.ac.in/organogram/
Upload any additional information	View File
Paste link for additional Information	https://josephscollege.ac.in/iqac-4-2/

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	**No File Uploaded**
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

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

Effective Welfare Measures and Avenues for Career Development / Progression

1. **Employee Sate Insurance (E.S.I) for staff drawing salary below Rs.21,000/-**
2. **Provident Fund to all the Staff**
3. **Gratuity**
4. **Leave Encashment**
5. **Health Insurance**
6. **Two Pair of Uniform for Support Staff**

7. Material/Cash Gifts for Teachers day & Christmas
8. Financial assistance to support staff in the form of loans
9. Concession in fees for Admin/Support staff children
10. Medical leave for covid affected
11. Regular conduct of Orientation Programmes / Faculty Development / Professional Development Programmes
12. Incentives for Research Publication
13. Library facilities with INFLIBNET / DELNET, E-Learning resources like NPTEL video / pdf and open e-learning resources like Swayam, MIT, Coursera, etc. are provided
14. Awareness programmes for non-teaching staff
15. Each faculty is provided with an official Email ID for official communication

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

22

File Description	Documents
Upload any additional information	[View File](#)
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	[View File](#)

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

18

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

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

97

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The task of financial management and inspection is entrusted with the Society and finance committee of the college constituted by the Governing Body.

The college financial accounts are audited bi-annually. The Institution follows interim model to conduct financial audits. The internal and external audits are conducted. The college has a practice of making payments only through cheques for better transparency. Major aspects covered under audit process are verification of invoices / bills according to budgets, financial statements, cash books and subsidiary books. The process includes financial planning, verifications and suggestions for further improvement.

External Audit of the institution is conducted every year in the month of April by reputed practicing Chartered Accountants Firm for carrying out the Procedural, Transaction and compliance Audit and submit their reports commenting on their observations

and highlighting the corrective measures that need to be taken to ensure proper compliance as per their observations. Action is taken on the observations contained in the audit report.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

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

0

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

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

The Institution has standard channels for mobilization and utilization of financial resources. As the college is self-financed institution, most of the resources are direct. The following are the sources of funds mobilization:

Tuition Fee: The main source of revenue is through the tuition fee received from the students. The institute also generates some income from its investments.The main expenditures are incurred for running and maintaining the academic programmes of the institute which include Staff salary, Welfare measures, General maintenance, Library,infrastructure facilities with safety measures, Organizing various curricular, co-curricular and extra-curricular activities, providingstudent support through endowments such as freeship, scholarship and concessions, cash awards and prizes for achievers in academic, sports and extracurricular activities etc.

Interest on Corpus Fund: The institution maintains Corpus fund according to the UGC guidelines, to meet the contingency

expenses of the institution. Interest on fund is marginally increasing year wise and the same is utilized for the welfare of the college

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.5 - Internal Quality Assurance System

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

Incremental Improvement

1. Implementation of G-Suite for online classes
2. Implementation of HireMee software for conduction of online examinations
3. Implementation of Examination module in Prajna software
4. Results declaration in 28 days
5. Recruited faculty members as per the requirements
6. Leave and insurance granted to the staff affected with COVID

Practice1: Implementation of G-Suite for online classes

The IQAC initiated the process of planning, coordinating and ensuring smooth conduction of online classes due to Pandemic. The institution owned a G-Suite account which was utilized for the purpose.

The following activities were taken up:

- The G-Suite platform was prepared
- E-Mail Ids were created and shared
- Academic Calendar is prepared and shared
- Subject allotment and time table preparation
- Headphones, Camera, Digital Pads were procured and given to the faculty to facilitate smooth T-L Process
- Orientation and Hands-on sessions were conducted to staff and Students on the usage

- **Feedback was collected at different time intervals during the semester and communicated to the faculty**

Practice2: Results declaration in 28days

The implementation of Examination module through Pragna software helped in smooth, fast and efficient process for declaring the results in 28 days. The following mechanism was followed:

- **Creating Login credentials**
- **Training faculty**
- **Results processing**
- **Declaration of results and analysis of the results**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://josephscollege.ac.in/wp-content/uploads/2022/01/IQAC-Report-20-21-.pdf

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

Example 1: IQAC initiated Online Teaching Diary (Sample) to the review its teaching-learning process which was conducted through Online Mode. The format was prepared and shared to the faculty after orienting them on the process of filling and updating it. This helped the Programme coordinator, the HoD and the Principal to know the syllabus completion status and its progress. This facilitated digitalization and easy sharing of information.

Example 2: Online Feedback from students

IQAC administered feedback from various stakeholders and took it forward based on the feedback analysis as given below:

S.No.

Title of the Feedback

Action Taken

1

Online Classes

Yes

2

Teaching - Learning

Yes

3

Evaluation

Yes

4

Curriculum

Yes

5

Student Satisfactory Survey

Yes

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

national or international agencies (such as ISO Certification)	

File Description	Documents
Paste the web link of annual reports of the Institution	**Nil**
Upload e-copies of accreditations and certification	<u>View File</u>
Upload details of quality assurance initiatives of the institution	<u>View File</u>
Upload any additional information	**No File Uploaded**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Human Values and Gender Sensitisation--mandatory course to all the first year undergraduate students "to sensitise them towards gender discrimination and to create awareness for Gender equality".The Women Empowerment Cell,envisioned to empower women for a life of equality, empowerment, personal enhancement and professional success, conducts various awareness camps- health,legal, entrepreneurship,etc. During the challenging times of Covid, in response to the growing domestic violence against women, the WEC conducted 16days of activism in-line with UN Human Rights commission to observe Elimination of violence against Women Day, which included programs like Voice Out, Poster making competition, poetry recitation, along with a webinar on "Gender Discrimination in perspective of Covid19" and "women's health during Covid times".Among other important events, events like "Women of Worth, Women of Wisdom, Women of Wonder" & " The Best Thing about you is You" promoted self esteem and other important events were" Cyber security for Women" and lecture series on "Fundamental Rights of the Indian Constitution and Women Status in India". 13events were conducted. Boys and girls were counselled onpsychological issues faced during Covid,including healthy relationships.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://josephscollege.ac.in/wp-content/uploads/2022/05/7.1.1-Geo-Tagged-Photos.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	**A. Any 4 or All of the above**

File Description	Documents
Geotagged Photographs	[View File](#)
Any other relevant information	[View File](#)

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

Solid Waste Management

- **Solid waste segregated as bio degradable and non-degradable and handed over to Greater Hyderabad Municipal Corporation.**
- **Waste is segregated into dry and wet waste in different colored allotted dustbins, placed in strategic locations for effective solid waste management.**
- **The college has vermicomposting culture on 89 Sq.feet (356 cubic feet).**

- **100 kgs vermicompost is approximately produced per month, which is used as organic manure .**

- **The College has ban on single use plastics and conducts awareness programs. On 22 Oct 20, a Webinar was conducted on Hazards Of Plastic by Mr.Shashikant Khaja**
- **Use of sanitary disposal machines is one of the best practices adopted by the college towards eco-friendly disposal mechanisms.**

E -Waste Management

- **System administrator periodically reviews the functioning of the computers and the college has an MOU with Solid Waste Ventures for eco-friendly disposal of E-Waste**

Liquid Waste Management

- **RO Purifier converts 2 glasses of impure water into 1 glass of pure water and the impure water is used for washrooms and watering the plants on the campus.**
- **Drinking water from the tap in steel tumbler, avoiding disposable bottles on the campus**
- **In house - plumbers attend promptly to fix leakages and wastage of water.**

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File](#)
Geotagged photographs of the facilities	**No File Uploaded**
Any other relevant information	[View File](#)

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**A. Any 4 or all of the above**

File Description	Documents
Geotagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles	**A. Any 4 or All of the above**

3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: 1. **Green audit** 2. **Energy audit** 3. **Environment audit** 4. **Clean and green campus recognitions/awards** 5. **Beyond the campus environmental promotional activities**	A. Any 4 or all of the above

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

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology	A. Any 4 or all of the above

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and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

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

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

- **A well outlined ethical policy and prompt grievance redressal mechanism ensure Equality of opportunities, human dignity and justice to all the students and staff for their individual development irrespective of the background, gender, cultural or socio-economic identity and status.**

- **Inclusive environment through admission policy,giving preference to minorities,girls, differently abled students.**

- **cohesive inclusive learning environment - Soon after admissions, Student profiles are compiled to map their socio-economic, regional and cultural diversities for appropriately evolving strategies to address diverse student needs.Mentoring and personal counselling services ensure socio-psychological guidance and academic guidance for their holistic development.**

- **SC.,ST,OBC cell gives guidance on Government Scholarships/Psychological/academic/career development**

counselling.

- **Fee concession and fee waivers to economically backward students.**

- **Conducive environment through collaborative learning like group discussions; equality in leadership opportunities for several academic, cultural clubs, events, fests,**

- **Linguistic diversity is upheld as the college offers five second languages**

- **multilingual and multiethnic cultural programs to highlight linguistic and cultural diversity of the nation.**

- **Community events like bathukamma, dandiya ,Christmas . Bojan- E - Jashn, Traditional Day, Friendship Day and Freshers Day also promote universal brotherhood**

- **National integration, Gender sensitisation, civic engagement initiatives build social solidarity.**

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

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

- **St.Joseph's envisioned to provide "distinctive environment of educational excellence with humane values and social responsibility" instills constitutional values among staff and students.**
- **Equalityof opportunities,human dignityandjusticeis ensured to all through democratic policies.Constitutional Preamble,fundamental rights and duties are displayed.**
- **Liberty of thought and action-various platforms likelitera ry,mathematics,scienceclubs,debates,elocutions,projects, exhibitions to express their ideas,helpthem in opinion**

building to strengthen the democratic society.

- Sessions like"Fundamental Rights of the Indian Constitution and Women Status in India" create constitutional awareness.
- The students are made aware of their fundamental duties and responsibilitiesthroughJoseph's Centre for Social Transformation.This has under its umbrella-NSS,Red Cross,Josephs Green Group,Women Empowerment Cell and Josephs Social Responsibility.Our students undertook massive social service initiatives to help Covid victims and received "Covid warrior award " from the Government.
- The college celebrates National Integration week, Independence Day to instil constitutional values.
- "All the curricular, co-curricular and extension activities of the college aim "to develop the scientific temper, humanism and the spirit of inquiry and reform", which is one of the prime fundamental duties of Indian citizens.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	[View File](#)
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized	A. All of the above

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

The campus culture of St. Joseph's is ever vibrant with celebration of national and international commemorative days, events and festivals. These are aimed to offer multidimensional learning experiences to the students in order to groom them into wholesome integrated individuals.

The special days celebrated are wide ranging to include :

? National consciousness - Republic Day and Independence Week

? Social consciousness and raise awareness - Aids awareness Day

? Scientific temperament - National Statistics Day

? Health and well-being - International Yoga Day, World Health Day Events to empower them like the UN Human Rights Day,

? Environmental consciousness - World Earth Day, World Environment Day

? To uphold the spirit of education and promote reading - National Education Day

? To promote Gender sensitization - International Day for elimination of Violence Against Women

? Devotion towards teachers - Teacher's Day

? Dynamics of youth leadership with National Youth Day, NSS Day

? Encourage art and inculcate creative spirit - World Photography Day

? to promote the importance of language and literature - Telugu Basha Dhinostavam

All the special commemorative days, awareness programs are organized predominantly by the students.

Note: All the days were celebrated online due to Pandemic.

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

7.2 - Best Practices

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

BEST PRACTICE I

TITLE :Certificate Courses as value-addition courses

OBJECTIVE

1. **To provide additional professional training and added qualifications**
2. **To bridge the gap between different phases of academic study**

THE CONTEXT

In the context of addressing the skill gaps and to make education more impactful and employability-oriented, the college has been constantly innovating and renewing its academic framework through Certificate Courses.

THE PRACTICE

- **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**

Certificate Course Committee Monitors the implementation. Due to Pandemic courses were conducted online.

Evidence of Success

Despite the pandemic the students were motivated to pursue certificate courses online through various UGC recognized platforms like Swayam, Moocs, NPTEL etc. 150 certificate courses were successfully completed by UG and PG students.

Problems encountered and Resources Required

- **Training the heterogeneous students is challenging as they are at different levels of learning and interest.**
- **Students find it difficult to balance value addition course with the mainstream courses.**

Best Practise II - https://josephscollege.ac.in/about-st-josephs/best-practices/

File Description	Documents
Best practices in the Institutional website	https://josephscollege.ac.in/about-st-josephs/best-practices/
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

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

Our vision to "providedistinct environment of educational excellence" is the one thrust areawhich reflects in thetransformative learning ecosystemat St.Joseph's for the integrated development of students with the right knowledge, skills and values.

- **Robust industry-academia collaborationsfor 19**

courses/ curriculum designing/ content delivery/
workshops/ guest lectures//placements/internships.
- 29MOUs; 3 international collaborations
- **Entrepreneurship Development cell/Career development cell-100% placement assistance.20-21 - 43 companies visited; 50 pre-placement activities & 60 CDC workshops ;100 internships; highest salary 10 lakhs pa**
  - Adaptive learning ecosystem: sustained environment of educational excellence during Covid:effective online admissions, teaching & evaluations.Faculty development programs on emerging trends-Effectiveuse of ICT tools for Teaching, outcome-based education, etc.FDPS organised -20; FDPS attended- 324; workshops organised on skill development, IPR 105 and attended 110.Research publications in UGC listed journals 69; papers presented 25;Research focused on Covid studies-its impact on teaching , industry, etc
- **Counsellingfor students**
- **9 Academic clubsconducted online events & celebrated commemorative days. Our student received award from the Governor for best essay on Covid**
- **Joseph's social responsibilityfocused onvaccination drives, placenta donation, oxygen banks ,etc .Our Student received " Covid Warrior"Award from the Government.**

File Description	Documents
Appropriate link in the institutional website	https://josephscollege.ac.in/campus-life/extension-activities/
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

https://josephscollege.ac.in/wp-content/uploads/2023/01/Plan-of-Action.pdf