



## YEARLY STATUS REPORT - 2021-2022

### Part A

#### Data of the Institution

##### 1.Name of the Institution

ST JOSEPHS COLLEGE FOR WOMEN  
(AUTONOMOUS) VISAKHAPATNAM

- Name of the Head of the institution **Dr. Sr. Shyji P.D.**
- Designation **PRINCIPAL**
- Does the institution function from its own campus? **Yes**

- Phone No. of the Principal **08912558346**
- Alternate phone No. **9491789574**
- Mobile No. (Principal) **9491789574**
- Registered e-mail ID (Principal) **sjcwvizag@gmail.com**
- Address **GNANAPURAM WALTAIR R.S.**
- City/Town **VISAKHAPATNAM**
- State/UT **ANDHRA PRADESH**
- Pin Code **530004**

##### 2.Institutional status

- Autonomous Status (Provide the date of conferment of Autonomy) **18/07/1987**
- Type of Institution **Women**
- Location **Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the IQAC Co-ordinator/Director **Dr. T. BHASKARA SUDHA**
- Phone No. **08912558346**
- Mobile No: **9948899482**
- IQAC e-mail ID **iqac@stjosephsvizag.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))**

<https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2022/04/AQAR-2020-2021-2.pdf>

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

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

<https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2022/12/Academic-Calendar-2021-2022.pdf>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 2</b>	<b>B</b>	<b>2.71</b>	<b>2009</b>	<b>29/01/2009</b>	<b>28/01/2014</b>
<b>Cycle 3</b>	<b>A</b>	<b>3.01</b>	<b>2014</b>	<b>21/02/2014</b>	<b>20/02/2019</b>
<b>Cycle 4</b>	<b>B++</b>	<b>2.89</b>	<b>2019</b>	<b>09/08/2019</b>	<b>08/08/2024</b>

**6. Date of Establishment of IQAC**

**18/07/2005**

**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
<b>St. Joseph's College For Women</b>	<b>RUSA 2.0</b>	<b>Government of Andhra Pradesh</b>	<b>20/11/2018</b>	<b>20000000</b>

**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**      **5**

- 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)**

ISO Certification for Quality Management System - ISO 9001:2015  
Quality Audit and Certification for PG by APSCHE  
Screening of proposals and sanction of seed money for research  
Launching of BSc programme in Agriculture and Rural Development under Autonomy  
Launching of online e news letter JOSEPHINEWS from IQAC of the college.

**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 go for ISO Certification for Quality management System	College received ISO 9001:2015 Certification
To go for external academic audit for PG programmes	Successfully completed PG Academic and Administrative Audit with good grading
Two weeks training in English Speaking Skills for administrative staff	Administrative staff have become more versatile in English
To make community internship or community project mandatory for all the first year students	All the first year students successfully completed 180 hrs community internship or conducted community based project studies and submitted reports. They were evaluated and graded also.
To make community internship or Skill project mandatory for all the second year students	All the first year students successfully completed 180 hrs skill internship or conducted skill based project studies and submitted reports. They were evaluated and graded also. They have been certified by the external agency also on the skills gained
To seek proposals from faculty members regarding seed money for research and screen them	Successfully screened the proposals and one faculty member was recommended for the sanction of seed money by college.
Launch of new website	New website has been successfully launched
To make completion of 2 MOOCS courses of 2 credits each for all the PG students	All PG students completed 2 SWAYAM MOOCS courses each
To go for ISO certification for EMS	It is in progress
To seek student feedback on courses, teachers, teaching-learning process, and	Feedback was collected, analysed and outcomes were evaluated. Corrective measures were

institution as a whole	implemented wherever necessary
To organise orientation programme for fresh faculty, induction programme and bridge course for new learners and also stream them into advanced, moderate and slow learners	All the initiatives were successfully implemented. Teaching and tutoring is done in accordance with students' learning ability.
To conduct certificate courses like autocad, e filing etc courses with external expertise.	Several certificate courses were launched and also completed in association with external agencies
To collaborate with premier HEIs and industry houses and organise resource talks, field visits, training workshops for students	There are 31 functional MOUs in operation. Several programmes have been executed through mutual collaboration towards student benefit

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

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Governing Body	11/08/2021

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

- Year

**Part A****Data of the Institution**

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Governing Body	11/08/2021				
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<ul style="list-style-type: none"> <li>Year</li> </ul>					
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2020-21	28/02/2022				
<b>15. Multidisciplinary / interdisciplinary</b>					
St. Joseph's College for Women(Autonomous) has implemented New Education Policy from the year 2020-21, in consonance with APSCHE.					

- As a fallout of its implementation several interdisciplinary and multidisciplinary courses have been introduced and conducted across science, humanities, commerce and management disciplines. They include life skill courses and skill development courses. The split up is provided hereunder. The list of courses is available in the link.
- In the I Sem - 3 Life Skills Courses(LSC) and 5 Skill Development Courses(SDC)
- In the II Sem - 3 Life Skills Courses(LSC) and 9 Skill Development Courses(SDC)
- In the III Sem - 4 Life Skills Courses(LSC) and 4 Skill Development Courses(SDC)
- BA (EEP) and BSC(MECS) have several common economics courses
- BCom and BSC(MPCS) also have common courses in computer science
- Basic Research Methodology course is pursued by several students across disciplines
- 17value added courses (Capacity Building Courses -8, Personality Development Courses-5, Microaccess English Course-1, Certificate Programme in Banking Finance and Insurance-1 ) have been conducted by the college across disciplines at various levels
- Every UG student of the college across all disciplines pursues Personal Transformation Programme and Value Development Programme courses
- NEP implementation also involved conduct of one community oriented project and one skill development oriented project by all first year and second year UG students across all disciplines. All the projects have been reported and evaluated also.

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**16.Academic bank of credits (ABC):**

St. Joseph's College for Women, being an autonomous

institution, has registered for the Academic Bank of Credits in the month of September. It has been given user credentials as well.

But when we toggled in to enter our details.....we were utterly surprised to note that the college name is not displayed in the list of registered HEIs.

On enquiry, it was revealed that since 'Autonomous Status' extension is due.....the registration has been kept on hold. Also despite several reminders to UGC regarding peer team visit, the physical inspection of the institution has not taken place so far.

### **17.Skill development:**

'Women Empowerment through Quality Education' has been the mission of St. Joseph's College for Women(Autonomous) since 1958. This quality in education is envisaged through a knowledge intensive and skill oriented curriculum, learner centric teaching-learning methods and varied student support initiatives. Establishment of a SEED Centre in the college campus is one such significant initiative. St. Joseph's Employability and Entrepreneurship Development Centre of the college collaborates with APSSDC for conducting certain skill oriented courses and workshops. 17 Value Added Courses have been conducted by the SEED centre of the college. XXXXXXXX A 30 hours CRT (Campus Recruitment Training) Workshop has also been conducted by the SEED Centre.

The SEED Centre of the college also coordinated and monitored the conduct of 180hr(2 months) skill internship training of all II year students after the VI semester. Student internship locations included industries, MNCs, hospitals, schools, Nurseries, NGO organisations etc. In the year 2021-22 about 500 students of the college participated in various skill internship initiatives and submitted the report. They were also evaluated and graded accordingly.

Students of the college are trained in their respective subject areas by involving them in various in house activities like

- The SEED Centre of the college also arranged for campus placement drive at SJCW campus in collaboration with APSSDC.
- SEED Centre entered into MOUs with BAJAJ Fin,

SYNCHROSERVE, TALENTEASE, DATAPRO, GRAMEENA VIDYA, PLACEMENT PARK, New Thoughts IT Solutions etc.and secured internships and on the job training avenues for the students. Also several students got placed through those organisations, despite the pandemic.

- Journalism and mass communication students contribute articles to the news letter published by the college. They also report college events to the print and electronic media. They conduct talk shows and record Short videos in the media centre
- Event management students organise events in the college
- Students pursuing Baking and Confectionery Course prepare and sell various bakery foods
- BBA and BCOM organise fests and raise money for charity
- 'Jute and Paper bag making' and 'Wealth Out of Waste' workshops are organised by the Waste Management Club students for other students of the college
- Psychology students assist professional counselors in the conduct of counseling sessions
- English literature students are involved in part time teaching tasks outside college

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

St. Joseph's College for Women (Autonomous) tries to integrate Indian Knowledge System into its curriculum by adopting the following measures.

- 'Indian Culture and Science' is a General Education Course taught to all the UG students of the college. As part of the course, students are taught - Unity in Diversity, Coexistence of various religions since ancient time,

The concepts of seela, karuna, kshama, maitri, vinaya, santhi and ahimsa Achievements in Literature, Music, Dance, Sculpture and Painting - Craftsmanship in cloth, wood, clay, metal and ornaments Cultural diversity, Monogamy, Family system, Important seasonal festivals

Objectivity and Scientific Temper - Ancient Education on Scientific lines (Bloom's Taxonomy), Communications, Media through ages

- Vedic Mathematics is taught to the students of Analytical

Science Association who, in turn, teach it school students as part of outreach. Charts made by students depicting vedic mathematics applications are donated to schools for popularisation.

- The college has a 'medicinal plant garden' in its campus. Botany students take up project studies linking ancient AAYURVEDA with the medicinal uses of the plants in the garden
- One of the faculty members of the college, Mrs. B. Anitha has recorded several YouTube videos in the media lab of the college on varied aspects pertaining to Indian Heritage and Culture, Tourism, Freedom Movement in India and uploaded them in the web. Links to the videos are available in the college website. Several students of the college watch the videos and understand greatness of Indian Heritage and Culture.
- Chapters on epics (ithihaasaas), dramas on anecdotes in the epics, Poems in SHATAKAS, values from panchatantra and Hithopadesha stories and excerpts from ASHTADASHA PURANAS are taught to students at UG level in the first three semesters as part of Sanskrit Course.
- Tulasi Das, Kabir Das and Mira Bai literary contributions are part of curriculum in Hindi course

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

St. Joseph's College for Women (Autonomous) has been implementing Outcome Based Education in the CBCS pattern since 2017-18. All the UG and PG Programmes and Courses have stated 'Objectives' and 'Outcomes'. Projects, Internships, On the job trainings and skill development courses also have stated objectives and outcomes. They are communicated to all the stakeholders through various channels before the commencement of the course. Outcome mapping is also done for all the courses. Level of Attainment of the outcomes is calibrated both in relative and absolute scales and tabulated. Need based corrective measures are undertaken wherever necessary. Stakeholder feedback is also considered while developing new courses with new objectives.

Curriculum transaction is also conducted based on expected outcomes. Summative and Formative Assessment of students is done to ascertain their level of attainment of expected outcomes. Programme Outcomes are reframed from time to time based on the course content and curriculum design. College strives hard to enable students to realise all the expected outcomes.

**20.Distance education/online education:**

St. Joseph's College for Women(Autonomous) has implemented online teaching-learning and evaluation extensively during the pandemic. 15 to 25% of the course content is transacted online even now. SJCLC is the language Center of the college. It is actively involved in conducting several online courses and initiatives for the benefit of the student community at large.

'English for Employability' is a 30 hours online course conducted by SJCLC. About 250 students have successfully completed this course and were issued certificates after evaluation.

'Online Grammar Brushups' is an online educational initiative implemented by St. Joseph's Language Center is a once in a month programme conducted on the fourth Wednesday of every month.

'Professional Perspectives' is an interactive online session conducted every Monday for aspiring professionals between 5pm and 7pm

'Tutorial' Initiative is conducted for students online

Several departments share lesson content, ppts and videos online through Google Classroom also. One mid exam for 15marks and several accessory exams for 5marks each are conducted online.

Many students have completed several online certificate courses offered by NPTEL, SWAYAM, COURSERA etc

Teachers of the college have contributed lesson content in the form podcast, videos, ppts, pdf files etc to APSCH which is hosted on their website for student reference

Several resource talks and virtual experimentation sessions were also arranged for students online in 2021-22.

**Extended Profile****1.Programme**

1.1

17

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

## 2.Student

2.1 **1727**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>

2.2 **549**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.3 **1630**

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

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

## 3.Academic

3.1 **522**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.2 **94**

Number of full-time teachers during the year:



<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of programmes offered during the year:	<b>17</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
<b>2.Student</b>	
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File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>
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File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.3 Number of students who appeared for the examinations conducted by the institution during the year:	<b>1630</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of courses in all programmes during the year:	<b>522</b>
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.2	94
Number of full-time teachers during the year:	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.3	101
Number of sanctioned posts for the year:	

#### 4. Institution

4.1	1000
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	

4.2	47
Total number of Classrooms and Seminar halls	

4.3	302
Total number of computers on campus for academic purposes	

4.4	717.34
Total expenditure, excluding salary, during the year (INR in Lakhs):	

### Part B

#### CURRICULAR ASPECTS

##### 1.1 - Curriculum Design and Development

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

1.1.1.1 - While drawing on the UN 2030 Agenda, New Education Policy of the Government of India and the AP State's vision, the institution has updated its curriculum keeping in mind the local community needs too. The Program Outcomes and Program Specific Outcomes are customised. BOS and Academic Council recommendations along with inputs from Academia/Industry/Alumnae review and redesign the syllabi for all the disciplines and programs. Using

the Autonomous status, the College implements CBCS against the backdrop of the New NEP while designing the Curriculum at the Undergraduate level based on three Major domains which are unique to a Program. This enables a student to choose from a host of discipline specific courses, across the three major domains, specific to a programme. The curriculum is aimed at inculcating domain knowledge & skills curriculum is developed based on needs analysis conducted by the institution.

In 2021-22

Only core courses were conducted in the fourth semester - 2 core papers for each discipline

community and skill internship (180 hrs + 180 hrs) is made mandatory

PG students completed one research based project and 2 MOOCs Courses

Compulsory enrolment and completion of one personality development course and one value added course .

File Description	Documents
Upload additional information, if any	<a href="#">View File</a>
Link for additional information	<a href="https://stjosephscollegevisakhapatnam.ac.in/courses/undergraduate/">https://stjosephscollegevisakhapatnam.ac.in/courses/undergraduate/</a>

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

17

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<a href="#">View File</a>
Details of syllabus revision during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year****428**

File Description	Documents
Curriculum / Syllabus of such courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	<a href="#">View File</a>
MoUs with relevant organizations for these courses, if any	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.2 - Academic Flexibility****1.2.1 - Number of new courses introduced across all programmes offered during the year****245**

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System****17**

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

**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

SJCW(A) is an autonomous Women's College. It has many UG and PG courses with gender, environmental sustainability and human values & professional ethics focus. Curriculum includes Case Studies on gender roles and conflicts in workplace, Women writers Residential Space Design, address issues such as work life balance, gender in food security and social challenges and the role of family in mitigating issues. Chapters are focused the significance of women in the family.

Two Semester Course - The course 'Human Values and Professional Ethics' begins with the individual and extends out to their social behaviour. Environmental Studies is a One Semester course on environment and sustainability. Green Globe Nature Club, Eco Club & Waste Management Club actively propagate green and sustainable practices among the students The events like Vanam Manam, Swach Bharat, GVMC Green Initiatives and ODF programs in collaboration with State/Central government and UNICEF in sustaining the environment. Green Chemistry deals with environment friendly practices in chemical analysis. Renewable Energy, a core course offered by the Physics department, involves topics on energy conservation through alternative sources. Courses have enhanced awareness for biodiversity issues, environmental hazards, economic importance of bacteria, and preservation of wildlife, conserving and exploring alternative sources of energy.

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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

17

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.3.3 - Number of students enrolled in the courses under 1.3.2 above****1608**

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.3.4 - Number of students undertaking field work/projects/ internships / student projects****551**

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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	<a href="https://stjosephscollegevisakhapatnam.ac.in/feedback-mechanism/">https://stjosephscollegevisakhapatnam.ac.in/feedback-mechanism/</a>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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	<a href="https://stjosephscollegevisakhapatnam.ac.in/feedback-mechanism/">https://stjosephscollegevisakhapatnam.ac.in/feedback-mechanism/</a>
Any additional information	<a href="#">View File</a>

### 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

604

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

##### 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)

534

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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 assesses students' learning levels and organises special programmes for both slow and advanced learners. The following initiatives are adopted for assessment of students' learning levels and supporting their academic development while fostering all round progress: Entry level Surveys for all Freshers is done. One Week Bridge Course to enable the learners to adapt to the higher level knowledge, It ends with a placement test to categorise the learners into Slow, Moderate and Advanced Learners. Slow learners are supported through Academic mentoring, Remedial teaching, Peer teaching, Additional tutorial classes, study material and Attaching advanced learners as Peer tutors. An analysis of remedial coaching outcome reveals that more than 50% of the slow learners have successfully progressed.. Advanced learners are Assigned auto didactic Projects Nominated as Team Leaders for Presentations and Seminars. Encouraged to participate in National level Seminars or work with Senior Faculty in research present papers in Conferences Involved in contributing, creating, editing and publishing In-house News letters or magazines. In KINDLE- an Experiential Learning outreach Program of the College also a Best Practice of the College, the advanced learners demonstrate experiments in Science to school students from the neighborhood schools to instill love for pure sciences.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://igacsjcw.blogspot.com/p/best-practices.html">https://igacsjcw.blogspot.com/p/best-practices.html</a>

### 2.2.2 - Student – Teacher (full-time) ratio



Year	Number of Students	Number of Teachers
31/12/2021	1727	81

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### 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:

Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences: The common methods adopted by all departments are Interactive lectures, Power Point Presentations Assignments, Demonstrations, Remedial Classes and Exhibitions case study. Science departments include experimental studies, field trips, molecular model making, interior and textile designing, Ad D'sign, selling a team made product, internships, designing newsletters and magazines, short film making, media reporting, shadow enterprise study, ground water analysis, blood sampling etc, language and media lab assignments, brochure designing besides others. Participative learning - facilitated through group discussions, brainstorming & reverse brainstorming, quizzes, student seminars and presentations, poster presentations, short story or article writing, article reviews role plays, peer or collaborative learning, advertisement analysis of you tube ad videos, movie analysis, Digitized & e-learning through You tube, Moodle, Google Classroom Videos, Online Assignments and MOOCs and others Problem solving - facilitated through Case study (Commerce & Management & Psychology), Practicum numerical and analytical problems in analytical, physical and natural sciences, surveys, management games among others RUSA 2.0 augmented technology enabled digital teaching learning resources through smart and virtual classrooms. The 6 smart classrooms are wholly used by the Faculty.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional Information	<a href="https://stjosephscollegevisakhapatnam.ac.in/best-practices/">https://stjosephscollegevisakhapatnam.ac.in/best-practices/</a>

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

Teachers use ICT-enabled tools including online resources for effective teaching and learning a number of classrooms and Computer labs are ICT enabled the campus is enabled with high speed wifi connection. The faculty use various ICT enabled tools to enhance the quality of teaching-learning Google classroom which is used to manage and post lesson content and assignments Open Virtual labs are used to conduct labs through simulations. Online drawing tools, mind maps, are used to perform student centric activities. Power Points are enabled with animation to improve the effectiveness of the teaching-learning. Media lab facility is used to create video lectures and upload in appropriate platforms for students to use as extra learning resources. Online quizzes and polls are regularly conducted Maths teachers use whiteboard' Jamboard. You tube, NPTEL, Bharat Pade Online, etc are common e platforms which the Faculty and students explored for guided learning, Many Faculty have been involved in content development by APCCE Some designed their own You Tube Videos Virtual labs, virtual dissection experiments, drawing tools, animated ppts and videos in epg pathashala and NPTEL were used by faculty. Presentation tube, Teach mint etc are used by some teachers for online teaching.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="https://stjosephscollegevisakhapatnam.ac.in/facilities/ict-it/">https://stjosephscollegevisakhapatnam.ac.in/facilities/ict-it/</a>
Upload any additional information	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

76

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<a href="#">View File</a>
Circulars with regard to assigning mentors to mentees	<a href="#">View File</a>

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

Academic Calendar is prepared by Calendar Committee in March every year in consultation with IQAC, Planning and Evaluation Committee and Department Heads. It is uploaded in the website and strictly adhered to. All the teachers and students get a personal copy of the Handbook containing the Academic Calendar. It contains Dates of instruction days, Non instruction days (holidays), other significant days dates of MSEs, ESEs. The activities are conducted as planned except in times of natural calamities. Course wise Curricular Plans and Chapter wise Teaching Plans are prepared in alignment with the OBE. The Teaching Plan comprises the Course Objectives and outcomes, Learning Resources, Teaching methods, Evaluation techniques, Remedial measures, The Teaching Plans are uploaded in the website and also maintained in the Department. The Academic Audit Committee oversees and monitors the adherence to the Academic Calendar and the Teaching Plan. (There were a lot of deviations in this aspect due to disruptions in the year because of the pandemic) The Faculty wise Curricular and Teaching Plans are to be authenticated with the signature of the Head of the Department. The Teaching Diary is maintained by all the teachers.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

#### 2.4 - Teacher Profile and Quality

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

94

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

45

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	<a href="#">View File</a>
Any additional information	No File Uploaded

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

744

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

15

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

22

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 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

IT is integrated into the EMS at UG level through a customized SJCW Examination software. Online exams are also conducted using the same software. UG examination system is almost fully automated, from enrolment to issuance of Provisional Certificate and OD. Evaluation of all courses is done in two parts- formative and summative. Several examination reforms were implemented in 2021-22 because of the pandemic situation. MSE, ESE and Accessory exams were rescheduled. Special Supplementary and Instant exams were also conducted. All physical exams were conducted by adhering to COVID protocols. An additional grace mark was allowed for marginal performers. Question banks were upgraded, and question paper blueprints were modified to suit the situation. Some practical exams were conducted in modified pattern online/offline. Entire assessment was carried out in compliance with AU instructions. Positive impact of reforms on the examination procedures and processes: All (>99%) students could participate in the evaluation process despite the pandemic situation. Customized evaluation methods resulted in comprehensive evaluation at both levels. The special supplementary and instant exam drives helped some of the students with back logs to progress. Results could be declared

much ahead of others (for UG) without loss of academic year.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://stjosephscollegevisakhapatnam.ac.in/examination/examination-pattern/">https://stjosephscollegevisakhapatnam.ac.in/examination/examination-pattern/</a>

## 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

Outcome Based Education is implemented at both UG and PG levels. Curricula are developed and implemented to match Vision and Mission. All courses have stated outcomes which are reflected in Programme Outcomes (POs) and Programme Specific Outcomes (PSOs). Outcome mapping is also done. POs, PSOs & COs are framed in accordance with latest NAAC guidelines. These Outcomes specify the set of knowledge, skills, values, and attributes that the student will acquire upon completion of the concerned program. Programmes at both levels are conducted with the objective of 100% attainment of the stated outcomes. POs, PSOs & COs are communicated to stake holders in both online and offline modes by IQAC during Faculty Induction Programmes, Student Orientation Programmes, Alumni Reunions, Parents' meetings and BOS meetings to the POs of all programmes are printed on flexi sheets and displayed at prominent locations inside the campus. They are displayed in the departments in the form of wall calendars. Course wise outlines along with objectives and outcomes are published in the college website COs are printed in syllabus books which are available in the Examination cell and Library. they are mailed to students by faculty members and discussed during the class.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Link for additional Information	<a href="https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2022/07/DEPARTMENT-WISE-21-22-PO-PSO-CO.pdf">https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2022/07/DEPARTMENT-WISE-21-22-PO-PSO-CO.pdf</a>

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

Predefined benchmarks were set for the computation of LOA of POs and COs. Benchmarks were later modified due to pandemic situation. Computation of 'Level of Attainment of COs' for a Course involved both Direct Assessment and Indirect Assessment. Students' overall performance in FA+SA in any given Course is considered as a 'Direct LOA assessment tool'. The median mark of students for that course is identified. It is expressed as a percentage against the predefined benchmark value to obtain the Direct LOA of COs for that Course. Indirect Computation of LOA of COs is done through students' online Course Feedback Survey Responses are consolidated and the median value of respondents' overall satisfaction level (against a maximum of 5) wrt the Course is computed as a % and taken as Indirect LOA of COs for that Course. The average of the two scores (Direct LOA & Indirect LOA) is taken as the Level of Attainment of COs for that Course. Only 4 POs are considered as tangible Outcomes that could be calibrated immediately after graduation -Progression to Higher Education, Placements, Internships, Overall Satisfaction. These are computed based on student responses from online SSS and Exit Survey and actual data.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://stjosephscollegevisakhapatnam.ac.in/examination/examinationcellreport/">https://stjosephscollegevisakhapatnam.ac.in/examination/examinationcellreport/</a>

### 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	
496	
File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://stjosephscollegevisakhapatnam.ac.in/examination/examinationcellreport/">https://stjosephscollegevisakhapatnam.ac.in/examination/examinationcellreport/</a>
<b>2.7 - Student Satisfaction Survey</b>	
<b>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</b>	
<a href="https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2023/04/Student-Satisfaction-Survey-2021-2022.pdf">https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2023/04/Student-Satisfaction-Survey-2021-2022.pdf</a>	
<b>RESEARCH, INNOVATIONS AND EXTENSION</b>	
<b>3.1 - Promotion of Research and Facilities</b>	
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	
<p>SJCW(A) has no provision to admit PhD students. But the college has a well defined research policy which is uploaded on the college website. The college has well equipped science laboratories which are well maintained and upgraded as per the curricular needs. These labs are used by students and teachers to conduct small time research and project studies. They are also utilised by teachers for part-time research. Two faculty members of the college established a small time research lab in the college with the UGC grant for MRP. The research committee of the college encourages and promotes research by allocating seed money. To enhance the quality of research publications by faculty and students in indexed journals cash incentives are provided. Financial support is also given to attend workshops/ conferences, seminars, and present papers. IQAC has arranged for three sessions on Research Methodology and Academic Writing in 2021-22. One workshop was conducted on Research methodology for</p>	



the UG/ P.G The college facilitates Research and development by providing necessary facilities such as – computer with internet, Xerox, printer, and library facilities.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View File</a>
Provide URL of policy document on promotion of research uploaded on the website	<a href="https://stjosephscollegevisakhapatnam.ac.in/research-policy/">https://stjosephscollegevisakhapatnam.ac.in/research-policy/</a>
Any additional information	<a href="#">View File</a>

### 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)

16000

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	<a href="#">View File</a>
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<a href="#">View File</a>
List of teachers receiving grant and details of grant received	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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)	No File Uploaded
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	No File Uploaded
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	No File Uploaded

#### 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	No File Uploaded
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 Institution provides an appropriate environment for promotion of Innovation, Technology transfer and Entrepreneurship Development through SEED centre which works in collaboration with APSSDC. The College started this Centre in August 2021. The objective of the centre is to 'Kindle the light within' and illuminate the spark of creativity and entrepreneurship. The Centre performs the following functions. Awareness Campaign, Identification of potential candidates, Organize Programs to groom potential candidates. Incubation: Generate business ideas and convert them to develop viable business/incubation plans to create new technology. The centre Provides mentors to guide and share the efforts of creating new ventures with the potential entrepreneurs. Networking: Facilitate networking with related persons and organizations for adding value to each phase of the venture creation process (Start-Up) right from idea generation to venture creation. Angel funding: Facilitate early stage and seed funding to gain better valuation for the start-ups before a venture capitalist enterprise. Organizing of Annual

**Entrepreneurs' Day: Organize annual Entrepreneurs' Day in which students exhibits their innovations and business plans. Organization system. During 21-22 the SEED Centre of the college organised a resource talk on ' Innovation Centres in HEIs'.**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://stjosephscollegevisakhapatnam.ac.in/jo-shine/hats-off/">https://stjosephscollegevisakhapatnam.ac.in/jo-shine/hats-off/</a>

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

18

File Description	Documents
Report of the events	<a href="#">View File</a>
List of workshops/seminars conducted during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	No File Uploaded
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**

9

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

5

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://stjosephscollegevisakhapatnam.ac.in/research-policy/">https://stjosephscollegevisakhapatnam.ac.in/research-policy/</a>

**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**

0

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

### 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

0

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
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)

10.03

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	<a href="#">View File</a>
List of consultants and revenue generated by them	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

4.46

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	<a href="#">View File</a>
List of training programmes, teachers and staff trained for undertaking consultancy	<a href="#">View File</a>
List of facilities and staff available for undertaking consultancy	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

Student volunteers are engaged in extension activities with the objective of personality development through community service with a motto 'not me but you'. The Extension activities under UNICEF, IRC, NSS, RRC, APSACS, APCCE etc include SWATCH BHARAT, COASTAL CLEAN UP, Plantation, PINKATHON, Blood donation, ODF campaign and others are done in 21-22.. The two slums adopted by the college for conducting the above initiatives have been declared as Open Defecation Free. A liquor shop existing in the neighbourhood has also been closed as a result of the number of protests undertaken by the college fraternity. All the Extension programs mentioned above have not only sensitized the students and made them catalysts of social change, but also the neighborhood communities, where they worked intensively, were positively impacted. Outreach social activities like distribution of cooked food, rations and pulses, medicines, clothes etc, Creating awareness on welfare schemes, Clean and Green initiatives. Personality Development Activities for Student volunteers. Drives to eradicate social evils like Dowry, prevention of Child abuse and concept of safe touch, nutrition and menstrual hygiene etc. The NSS Program Officers of the College has been awarded 'Best Program Officer' Award at the University and State Level.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://stjosephscollegevisakhapatnam.ac.in/outreach/">https://stjosephscollegevisakhapatnam.ac.in/outreach/</a>

### 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

3

File Description	Documents
Number of awards for extension activities in during the year	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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)

37

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

800

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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**

516

File Description	Documents
Copies of documents highlighting collaboration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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)**

31

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

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

The college has adequate physical and infrastructure facilities for effective teaching-learning. campus stretched area of 7 acres. 47 classrooms 1 Virtual classroom 6 classrooms with smart boards 19 ICT enabled classrooms 28 well equipped laboratories 3 Seminar halls Student computer ratio is less than 1 : 10 Spacious Airconditioned two floor library (5872sq.ft.) with cybercafé and reprographic facility 4 Air-conditioned computer labs with internet facility and LAN. The language lab with 40 desktops Media lab is equipped with Lecture Capturing System Well-equipped Science labs The Textiles lab has 20 conventional sewing machines and two Jacome advanced machines with block printing equipment The Nutrition lab Campus is fire safety

enabled. A well-established Zoology Museum with a large collection of well-preserved specimens. NPTEL subscription that provide access to e books e journals, e-magazines and research papers are available for remote access also. The institution has MANA TV LMS subscription through which programmes by the Commissionerate of Collegiate Education are telecast on topics related to the syllabus. APSSDC lab conducts skill training classes and workshops for Students English Access Micro Scholarship program with US Consulate, General Hyderabad, is organised in the campus for students who lag in English speaking skills.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://stjosephscollegevisakhapatnam.ac.in/facilities/">https://stjosephscollegevisakhapatnam.ac.in/facilities/</a>

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 College is well equipped with adequate facilities for sports, yoga and cultural activities. Campus has facilities for training and organizing Throw ball, Net Ball and Basketball tournaments and Exhibition matches, selection camps. Sports ground measuring 41,430sft. Kho-Kho and kabaddi courts are set. Indoor facility area measures 603 sft. Two TT tables, Handball, Volleyball, movable poles, hurdles, basketball, fibre boards, victory stand, high jump poles and Flood lights are available. Gym facility is also available. Two treadmills, air bike, three exercise cycles, one leg press, one bench press, one butterfly, one bust press, one hand press, three twisters, twelve skipping ropes, one pullup, height scale and weight scale. Yoga is a 2 credit Course offered by the college. Yoga classes are regularly conducted in the College ground and in front of the Yoga hall. Facilities to conduct cultural activities include an indoor auditorium (450 capacity) and open air stage (36 ft x 33 ft - with 2500 viewer capacity), a sheltered Multipurpose Hall (400 capacity) and a sheltered stage facility (33ft x 29ft). Annual functions like Inaugural, Valedictory and Inter-collegiate Fests are conducted. 17 mikes, and six amplifiers are available to conduct regular assembly, and competitions.

File Description	Documents
Geotagged pictures	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://stjosephscollegevisakhapatnam.ac.in/facilities/">https://stjosephscollegevisakhapatnam.ac.in/facilities/</a>

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

19

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

42.71

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

St. Joseph's College Library is spread over 3806 sft. with centralised AC. Library has more than 29656 textbooks, 2152 referencebooks, 459 journals, 437CDs and 5211 back volumes. College is a member of NDLI and a subscriber for NLIST and has a local chapter. Access to innumerable digital resources is facilitated through these initiatives. Library creates unique

user ID to all the faculty and students. The library is partially automated with integrated library management software SOUL 3.0. The various housekeeping activities of the library such as data entry, issue and return and renewal of books, member logins etc are done through the software. The Books are classified according to Dewey decimal classification. OPAC (Online public access catalogue) service is also provided All the books are bar coded and the users are given unique barcode ID. Library is having access to NLIST resources. User orientation is provided at the beginning of the academic year. The library provides reprographic service and internet service. The Cyber Cafe is provided with 10 systems with 3 Mbps. A Tripod turnstile helps in tracking the attendance of the members. The Library is provided with high-speed internet and Wifi facility.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://stjosephscollegevisakhapatnam.ac.in/facilities/library/">https://stjosephscollegevisakhapatnam.ac.in/facilities/library/</a>

**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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

1.78

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 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

236

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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

The college has an IT policy which is uploaded on the website. Budget is allocated for updating IT facilities. The institution updates its IT facilities to provide the students best teaching-learning. Campus is Wi-Fi enabled. Digital class rooms with LCD projectors, screens, smart boards help in better teaching and learning. 1 virtual class room is available with media recording and Lecture Capturing System. Intercom facility connects all the class rooms and labs. Excellent broadband with two connections of 100MBPS each with unlimited download is available. Along with broadband connections modems, three net cards with a capacity of 3 GB are in use. E Z school is being used for marking the attendance of students using LAN. There are 302 computers accessible to the students and teachers. There are seven servers supported by UPS. Twenty modems enable uninterrupted wi-fi. There are facilities for e-content development. The software used for the students is updated according to the changes in the syllabus. The borrowing of books in the library is digitized. College website is constantly updated giving information about events, examination schedule, holidays etc. Bulk messages are sent to students and parentsthroughcorp.anvithasoft.com since 2013

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://stjosephscollegevisakhapatnam.ac.in/facilities/ict-it/">https://stjosephscollegevisakhapatnam.ac.in/facilities/ict-it/</a>

**4.3.2 - Student - Computer ratio**

Number of Students	Number of Computers
1727	302

File Description	Documents
Upload any additional information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Paste link for additional information	<a href="https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2021/08/media-lab.pdf">https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2021/08/media-lab.pdf</a>
List of facilities for e-content development (Data Template)	<a href="#">View File</a>

#### 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)

717.34

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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.

There are systems and procedures for maintaining the physical, academic and support facilities, the labs, library, sports facilities, computers and class rooms for effective utilization. SOPs are displayed in the labs. Log books are maintained. Usage instructions are displayed prominently near all facilities. Library usage instructions are reprinted in the College handbook. There is a trusted Team of technical persons to look into minor repairs. All major Equipment is under AMC for regular, preventive and corrective maintenance. A sanitary napkin incinerator disposes the soiled napkins hygienically. All the water tanks are cleaned periodically. The solar panels are cleaned and maintained three times a week. Removal of scales/ changing of filters of water purifying tanks are done periodically as per manufacturer instructions. The Maintenance Committee meets once a month to check on regular maintenance or special requirement. Separate 'Work done' registers are maintained. Major repairs construction works are taken up based on PEC recommendations. Distilled water plants in chemistry lab

are subjected to washing as per standard norms. All the lab equipment is maintained by the respective lab assistants. Classroom furniture repair and physical infrastructure maintenance is done in summer vacation. A designated gardener looks into maintaining the garden and lawns.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://stjosephscollegevisakhapatnam.ac.in/facilities/">https://stjosephscollegevisakhapatnam.ac.in/facilities/</a>

## 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

25

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

210

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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,**

**A. All of the above**



<b>Physical fitness, Health and Hygiene)</b>	
<b>Awareness of Trends in Technology</b>	
File Description	Documents
Link to Institutional website	<a href="https://stjosephscollegevisakhapatnam.ac.in/supporting-bodies/training-placement-cell/">https://stjosephscollegevisakhapatnam.ac.in/supporting-bodies/training-placement-cell/</a>
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year</b>	
<b>1727</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>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</b>	<b>A. All of the above</b>

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## 5.2 - Student Progression

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

83

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.2.2 - Number of outgoing students progressing to higher education

195

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Details of students who went for higher education	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

128

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

2

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

The College encourages the active participation of student representatives in Academic and Administrative Activities. The Student Council is the most important Student body in the College. Members are nominated from all levels. Student Council Charter guides the functioning of the council. The Student Council manages all the Intra and Intercollegiate events. It Handles discipline, vaccination drives and medical camps among many others. It is also involved in Coordinating Association and Club activities and competitions, Counseling their younger peers and Ensuring ragging free campus. The Student Council Leaders are awarded 'Student of the Year' and other Leadership Awards. The Principal nominates Student Representatives on every Committee like Board of Studies, Academic Council, Student Welfare Committee, IQAC, Grievance Redressal Committee, Anti Ragging Committee, Internal Complaints Committee, Library Committee, Training & Placement Committee and on all Departmental Associations and Clubs, The student representatives attend the various Functional Committee meetings and give their valuable feedback for the better functioning of the Committees. In 21-22, The Student Council coordinated with all the Associations and Clubs and had numerous activities both Online and Offline successfully. The Student Council organised 26 activities including celebration of Special days in collaboration with Associations and Clubs in the College.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://stjosephscollegevisakhapatnam.ac.in/student-council/">https://stjosephscollegevisakhapatnam.ac.in/student-council/</a>

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

35

File Description	Documents
Report of the event	<a href="#">View File</a>
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 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

Half of the year 21-22 was masked by the pandemic. It was challenging for the whole world and so was it in St. Joseph's College. We could not have a physical Reunion of the Alumnae. The registration of the Alumnae Association was done in June 2021. The first Virtual meeting of the registered body was held on 26th June 2021. Later all departments organised the reunion of their respective chapters virtually. All the alumnae participants relished the experience of virtual reunion in their own way. Each one in their own way especially the young student Leaders expressed their thoughts concisely yet full of gratitude and emotion for their Alma Mater! The Senior Alumnae cum Faculty - All in all the reunions helped in introducing the illustrious alumnae to the present batch of students and inspiring them. All the alumnae pledged their whole hearted support to SJCW(A). Some offered internship avenues to the present students. Some of them conducted personality development and soft skills training classes. Some delivered subject specific resource lectures. One outstanding alumnus was the chief guest for the inaugural. Alumni association has installed poles with LED bulbs and path benches in the campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://stjosephscollegevisakhapatnam.ac.in/staralumnae/">https://stjosephscollegevisakhapatnam.ac.in/staralumnae/</a>

#### 5.4.2 - Alumni's financial contribution during the year

A. ? 15 Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

The vision and mission of the College is aimed atempowering young women through holistic education.

**Vision:** St. Joseph's College for Women aims at being a Centre of Academic Excellence which empowers young women to provide Intellectual Leadership and transform the world through Courage of Conviction, Optimism and Hope.

**Mission:** St. Joseph's College for Women, affirming its faith in God and love for humanity seeks to impart Holistic education to Young Women while developing global competencies of leadership and make them socially responsive members in a changing technologically driven world.

The Governing Body provides the necessary direction. The Internal Leadership ensures the implementation of the recommendations through strategic deployment involving Curriculum, T-L-E, Research, Innovation and Entrepreneurship, Infrastructure development and Social outreach. The top Management represented by the President and Vice President from the Congregation.The Correspondent and Principal of the Collegework through various internal Committees. Finance Committee, PEC,Academic Council and BOSare Statutory Committees of higher significance. Decentralisation of authority through

various committees creates a participative environment. All Committees have Faculty and/or student representatives. All these committees work in tandem under the effective leadership of the principal and correspondent to realise the goal of women empowerment through holistic education.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://stjosephscollegevisakhapatnam.ac.in/administration/">https://stjosephscollegevisakhapatnam.ac.in/administration/</a>

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

The Mission of SJCW (A) is women empowerment through quality education. It practices decentralization and participative management to achieve this goal. It involves Faculty, Administrative and Ministerial Staff and students in all its activities at various levels. It has a well-designed organizational structure with different bodies and committees with predefined functions and duties and well-defined sustainable processes to manage different functions while initiating timely action. All this is done in alignment with its vision, mission, core values and quality policy. Curriculum review and redesign is given as an example.

The process of curriculum review is done in consultation with experienced subject experts. Needs analysis always precedes the review process. Feedback is collected from all stakeholders including academic experts, employers, students, teachers etc. Then it is reviewed. The Department analyses various reports, identifies areas of improvement annually and prepares proposals for Improvements in the existing syllabus: addition, deletion and modification along with Introduction of new courses. Introduction of new programmes Major review and revision is done through Workshops. The proposals are placed before Departmental Board of Studies with external experts as members, Academic Council, PEC and Governing Body for approval. Approved changes are implemented in the following academic year.

File Description	Documents
Upload strategic plan and deployment documents on the website	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://stjosephscollegevisakhapatnam.ac.in/administration/">https://stjosephscollegevisakhapatnam.ac.in/administration/</a>

## 6.2 - Strategy Development and Deployment

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

SJCW(A) has a perspective plan with short and long term goals. It is uploaded on the college website. It is revisited in every GB meeting. Plan proposals are sought from all the stakeholder categories. Stakeholder representatives are involved in the Design, Development, Deployment and Delivery of the plan as well as its outcomes. Governing Body and/or Board of Management finalise the shortas well as long term strategic plan. Plans pertaining to physical infrastructure development and major equipment procurement are done by PEC. Implementation is done through college administration. IQAC designs the Annual Institutional Plan with inputs from the constituent departments as well as PEC. Implementation of the plan is also monitored by IQAC.

Academic planning and implementation is through AC, BOS and the academic departments. BOS and AC are involved in Curriculum Development as well as identification of Teaching-Learning-Evaluation methods. Implementation is through various departments. Outcomes of implementation are assessed through the rigorous feedback mechanism and necessary changes are planned and implemented. Students evaluate the techniques and give suggestions for improvement. The College adopts a data oriented approach towards meeting the growing placement needs.

Outreach activities are planned and implemented in consonance with the missionary goals of the administration.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://stjosephscollegevisakhapatnam.ac.in/milestones/">https://stjosephscollegevisakhapatnam.ac.in/milestones/</a>
Upload any additional information	<a href="#">View File</a>

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.

SJCW(A) is a 2f and 12B Catholic Minority Institution. It has a well-represented organisational structure made up of the Governing Body(Government representatives, other opted members), Board of Management (representatives of the Congregation), Administrative heads (Correspondent, Principal, Vice-Principal) and Staff Council (Departmental Heads, senior academic and administrative members). The success story of the college is an outcome of the effective and efficient functioning of all its organs.

BOM and GB are the statutory bodies of highest authority. Principal is the administrative Head of the College. In puts from AC and PEC are considered for introducing academic and administrative reforms. HOD is the Chairperson of the BOS of the respective subject. Conduct of BOS and implementation of its resolutions is monitored by Examinations Cell and IQAC. Duties and functions of all academic and administrative bodies are clearly defined. Compliance is ensured. Recruitment policy is framed in tune with 'Catholic Minority' status of the college and strictly implemented. It is available on the college website. Service rules and promotion policy for all categories of personnel are well defined and implemented. A structured grievance redressal mechanism is in place both for staff and students. Internal Complaints Cell ensures a ragging free secure campus.



File Description	Documents
Paste link to Organogram on the institution webpage	<a href="https://stjosephscollegevisakhapatnam.ac.in/administration/">https://stjosephscollegevisakhapatnam.ac.in/administration/</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://stjosephscollegevisakhapatnam.ac.in/administration/">https://stjosephscollegevisakhapatnam.ac.in/administration/</a>

### 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	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	No File Uploaded

### 6.3 - Faculty Empowerment Strategies

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

The College implements all statutory welfare measures to teaching and non-teaching staff. Various measures towards personal and professional growth are being implemented to the satisfaction of the employees.

Statutory Welfare measures as per Government norms: EPF.Aided Faculty and Staff avail all the statutory welfare measures extended by Central Government and AP State Government.

ESI facility to the Unaided Teaching Faculty and Non-teaching staff. Need based Medical and Maternity leave and benefits are sanctioned for Staff.Crèche and Fitness facility. Marriage leaves sanctioned with salary for 15 days. Special allowances and adjustable timingstonursing mothers. Financial helpto the

needy staff wherever necessary like hospital expenditure, wedding expenses or for construction of shelter. Hand Loans provided to Staff free of interest. Christmas bonus and gifts. Fee concession to children of economically weak staff. Pilgrimage to spiritual places for Administrative Staff. Advance amounts extended in case of delayed salaries.

Measures for Career Development and Progression Conducting ability enhancement and training workshops to faculty and staff, Providing seed money for research, Cash incentive for paper publication, support for Research through time allowances and permission to use of library and laboratory facilities. Funding Registration fees and Travel expenses for Faculty attending Conferences and Workshops.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://stjosephscollegevisakhapatnam.ac.in/covid-19/">https://stjosephscollegevisakhapatnam.ac.in/covid-19/</a>

### 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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

29

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

#### **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.)**

46

File Description	Documents
Summary of the IQAC report	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

#### **6.4 - Financial Management and Resource Mobilization**

##### **6.4.1 - Institution conducts internal and external financial audits regularly**

SJCW(A) is a private aided college. Internal audits are regularly conducted by the institution with its own resources. An auditing firm is hired by the college to conduct external audit annually. Audited Utilisation certificates are regularly submitted to various state and central bodies. Customised ERP Software is used for management of finance and financial transactions. However, conduct of external audits by governmental agencies, is not in institution's control and they take place only in accordance with the AG Office schedules. The PEC of the college sends proposals to the finance committee. The Finance committee looks into financial planning and budgeting and review at periodic intervals. The Finance Committee is headed by Principal as the Chairperson, Correspondent, Office Superintendent who is the Finance Officer of the College and Senior Faculty nominated by the Principal the Finance Committee meets twice a year and more times if need arises to review the expenditure for the previous financial year and plan and propose the budget for the ensuing year. The budget proposed in the

Finance Committee is submitted to the Governing body for approval, which reviews the income and expenditure pattern and pragmatic recommendations are given for implementation in the next financial year.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://stjosephscollegevisakhapatnam.ac.in/administration/">https://stjosephscollegevisakhapatnam.ac.in/administration/</a>

#### 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)

25.75

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

At SJCW(A), mobilization of funds is done in a non-commercial manner. The mobilized funds are utilized for academic, developmental, maintenance and outreach purposes, major source of revenue is the Annual fee collected from students. The fee is collected in compliance with State Government guidelines for tuition and other fees. Introduction of self-financing courses, Admitting International students. Leasing the college infrastructure for competitive exams, organizing fund raising programmes. Receiving donations from philanthropists and well-wishers, Interest on fixed deposits, requesting for CSR funds, Alumnae support, Collection of funds from students and staff in emergency situations, Increasing the fee of every new admitted batch by 10%. Financial resources are also mobilised through international collaborative initiative with U.S. Consulate General Hyderabad.

Optimal Utilization: Highest priority is attached to staff

salary and compulsory recurrent expenses component. Compulsory budgetary allocation is also made to all remunerative services in accordance with the prevailing policy. All the academic and administrative heads of the college are instructed to list the requirements with reference to their concerns, these lists are screened for 'needs' and 'wants'. 'Needs' are always prioritized over 'wants'. Needs pertaining to 'teaching learning' are prioritised over other needs. This leads to optimum utilization of financial resources.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://stjosephscollegevisakhapatnam.ac.in/facilities/">https://stjosephscollegevisakhapatnam.ac.in/facilities/</a>

## 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)

IQAC of the college has been functional since 2005. Since then, it has been instrumental in institutionalising quality assurance strategies and processes. During 21-22 a team of 4 academicians (3 university professors and IDC principal) visited the college and conducted AAA of PG programmes. IQAC of the college has also arranged for an external AAA with a former DEAN of AU and the IQAC Coordinator of Dr. V.S.Krishna Govt. Degree College. The recommendations of both the teams have mostly been implemented. Incremental improvements implemented in 21-22 are:

ISO 9001:2015 Certification for Quality Management System, Registration for Academic Bank of Credits, Conduct of online certificate courses and other initiatives through SJC Language Center, Ratification of all eligible faculty by AU, Mandatory community and skill summer internships to UG students, 2 compulsory SWAYAM MOOCs and a research based project by every PG student, One MOOCs and FDP(s) to all the faculty, MOUs with other HEIs for sharing of knowledge, Upgradation of Google Subscription & Internet Bandwidth Launching of new College Website NDLI Membership to college and students and subscription for more online learning resources. Conduct of several online

resource talks, training programmes and virtual internships for knowledge and skillupgradation of students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://stjosephscollegevisakhapatnam.ac.in/milestones/">https://stjosephscollegevisakhapatnam.ac.in/milestones/</a>

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

IQAC of SJCW(A) reviews the teaching learning process and attainment of learning outcomes regularly through a structured monitoring and feedback mechanism. The IQACPOA includes the methodologies to upgrade and sustain teaching learning quality and review of the process throughout the year. IQAC instructs teachers to prepare semester wise Curricular Plans and chapter wise Teaching Plans for all their respective courses. Implementation of the plans was monitored by IQAC and also reviewed at regular intervals.

Peer Evaluation of Junior teachers by Seniors is and conducted by IQAC. The innovative methodologies used by the Faculty are evaluated based on the topic and its relevance. They the oral and written feedback on each Faculty to IQAC for follow up and further action.

IQAC uses a standard questionnaire to evaluate the Courses, Teachers and the Teaching - Learning Process. All students participate in the process and give online feedback regularly. Students give feedback on the various aspects based on the learning outcomes. Feedback is analysed by IQAC and necessary action is initiated through Principal and HODs later on. The Principal also meets each teacher individually, appreciates the good and positive aspects while the concerns etc. are discussed to improve the teaching learning.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2023/04/Student-Satisfaction-Survey-2021-2022.pdf">https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2023/04/Student-Satisfaction-Survey-2021-2022.pdf</a>

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

**A. Any 4 or all of the above**

File Description	Documents
Paste the web link of annual reports of the Institution	<a href="https://stjosephscollegevisakhapatnam.ac.in/naac/igac/">https://stjosephscollegevisakhapatnam.ac.in/naac/igac/</a>
Upload e-copies of accreditations and certification	<a href="#">View File</a>
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## **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

SJCW(A) is a WOMEN'S college. The campus caters to the learning needs of GIRLS from Kindergarten to Postgraduation. There is a 'Community College' in the campus which is dedicated to school or college dropout GIRLS. College takes up several gender sensitisation and gender equity measures every year. There is a cresche in the campus for toddlers of women employees. Internal Complaints Cell (ICC) looks into issues related to sexual harassment. Remedial action as well as Counselling is provided

to the complainants by the ICC. CCTV cameras & round the clock security at the gate ensure a safe and secure campus. The SHE and CLUES teams from police department visit college regularly. The College organises Special Lectures in collaboration with the Police Department on DISHA Act and the App on 'POSH Act and Sexual Harrassment at Workplace' to create awareness among the girls on their safety. Specialised Sessions are organised through well known Women Advocates and Experts in Women's Issues to promote gender equity. Medical camps are organised periodically for the physical and mental upkeep of the young women with Gynecologists and Psychiatrists. International Women's Day, National Girl Child Day and National Breast Feeding Week are observed in the college.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://igacsjcw.blogspot.com/p/aqar-2020.html">https://igacsjcw.blogspot.com/p/aqar-2020.html</a>

**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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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)

SJCW(A) has a functional biogas plant which is connected to the hostel kitchen. Biodegradable waste from the kitchen is used to produce biogas which is used as a fuel in the kitchen, The college also has a Veermicompost facility which is used to convert biodegradable waste into manure for plants in the college garden. The compost from the facility is also sold as manure by the Green Globe nature club. The college has a piggery and some vegetable waste is used there also. Waste from the piggery is used for composting. There is a mushroom cultivation



yard in the campus which is also maintained on the biodegradable waste generated in the campus. CVMC has installed a waste collection bin in the campus. Some non-biodegradable waste is disposed through it. The college has entered into MOU with three different waste recyclers for recycling of plastic and e waste. They have conducted plastic and e waste collection campaigns and 'Wealth out of Waste' workshops to students. The college has a 'Waste Management Club'. since 2016. This club functions in association with Green Globe Nature Club and Eco Club collaborates with 'Suraj Krishna Greeneries' and 'Green Waves Recyclers' for ecofriendly waste management.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geotagged photographs of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**

A. Any 4 or All of the above

**5. Landscaping**

File Description	Documents
Geotagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

<p><b>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</b></p> <ol style="list-style-type: none"> <li><b>1. Green audit</b></li> <li><b>2. Energy audit</b></li> <li><b>3. Environment audit</b></li> <li><b>4. Clean and green campus recognitions/awards</b></li> <li><b>5. Beyond the campus environmental promotional activities</b></li> </ol>	<p><b>A. Any 4 or all of the above</b></p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<b>No File Uploaded</b>
Any other relevant information	<a href="#">View File</a>

<p><b>7.1.7 - The Institution has a disabled-friendly and barrier-free environment:</b>  <b>Ramps/lifts for easy access to classrooms and centres</b>  <b>Disabled-friendly washrooms</b>  <b>Signage including tactile path lights, display boards and signposts</b>  <b>Assistive technology and facilities for persons with disabilities:</b>  <b>accessible website, screen-reading software,</b></p>	<p><b>B. Any 3 of the above</b></p>
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**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	<a href="#">View File</a>
Policy documents and brochures on the support to be provided	<a href="#">View File</a>
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

The four cardinal principles and pillars on which SJCW(A) functions are equity, access, quality and outreach. The college has students from all parts of the country and few international students. The College always sensitizes students on cultural, regional, linguistic, communal and socio economic diversities through various cocurricular and extra curricular activities. Some chapters in life skills and personality development courses are also dedicated to the cause. The students respect the different religions, languages and culture and greet and wish each other during different festivals to have amicable relations and to maintain the religious, social and communal harmony. The students, under the aegis of student council, celebrated different festivals with joy and enthusiasm in the campus to implant the virtue social and religious tolerance in them. Through this activity students get acquainted with the different culture of our nation and help to develop the tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. This also creates the inclusive environment in the college and society. The Student Council in collaboration with Associations and Clubs too organised Pookolam competitions for Onam and Sankranthi Rangoli competitions to celebrate the festive spirit of the harvest festival.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:	
<p>The Mission of the college is 'Women Empowerment through Holistic Education'. The College strives to provide holistic education to its students not only through the knowledge intensive and skill oriented curriculum, but also through imparting values education involving duties and obligations to the nation. Sensitizing students on their constitutional rights, values, duties and responsibilities is imminent at the College. AAZADI KA AMRIT MAHOTSAV is celebrated in a fitting manner at the college. The preamble of the Indian constitution is read out on the constitution day. Sensitization of students and employees of the Institution to the constitutional obligations is done through curriculum as well as through extra-curricular activities. Some of the subjects offered have topics like Constitutional rights, human rights, besides Majors in Political Science. NSS units of the College are very vibrant in organising cleanliness drives to mark the occasion of Swachh Bharat Abhiyan. An oath is taken by all students and faculties to keep their surroundings clean. The Political Science Dept celebrates various days like UN Day, Independence Day, Constitution Day, Social Justice Day and conducts various events to heighten the awareness of the students on these burning social issues and challenges especially for the modern-day youth.</p>	
File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>
<b>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</b>	<b>A. All of the above</b>

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

File Description	Documents
Code of Ethics - policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

SJCW(A)celebratesNational and International Commemorative Days, Events and festivals to inculcate human values andspreadlove and harmony among students. Days observed in the year includeIndependence Day, Republic Day, Teacher's Day, International Women's Day, National Pollution Control Day, National Girl Child Day, All student clubs associations take the responsibility of celebrating the birth/death anniversaries of great luminaries and commemorative days in their own special manner. Every year Independence Day,Republic day, Teachers Day and International Womens Day are celebrated by the entire college fraternity. Departments celebrate subject/theme specific days and events. NCC, NSS and Sports Wings of the college observe, NCC Day, NSS Day and Sports Day. Students of the personality development course 'YOGA' involve all the faculty, staff and students in the celebration of International Yoga Day.The II Languages Dept celebrates International Mother Language Day.Department of Hindi celebrates International Hindi day, Hindi Week with a week long activities while the Sanskrit Dept celebrates Sanskrit Week Celebrations, Home Science Department celebrates Breastfeeding Week.Being secular in outlook, the College celebrates Indian Festivals like Onam, Sankranthi and Christmas and New Year through various events

like Flower carpets, Rangoli Dances, Carol singing competitions to display the festive spirit.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<a href="#">View File</a>
Geotagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 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

St. Joseph's College For Women (Autonomous) Visakhapatnam Best Practice I SJC SEED Centre <https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2022/12/Best-Practice-I-Seed-Centre-1.pdf> Best Practice: II KINDLE :<https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2022/12/Best-Practice-II-KINDLE-1.pdf>

File Description	Documents
Best practices in the Institutional website	<a href="https://stjosephscollegevisakhapatnam.ac.in/best-practices/">https://stjosephscollegevisakhapatnam.ac.in/best-practices/</a>
Any other relevant information	<a href="https://stjosephscollegevisakhapatnam.ac.in/best-practices/">https://stjosephscollegevisakhapatnam.ac.in/best-practices/</a>

## 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)

SJCW(A) is the only college offering Homescience programme in north coastal AP, since 1958. It started as a Domestic Science Course at PUC level, became a UG programme in 1959 and subsequently, in 2014, was upgraded to a PG programme. Currently, SJCW(A), is the only single point destination for MSc Homescience in the entire AU jurisdiction. SJCW(A) offers MSc in

**Homescience in two specialisations:**

- Foods & Nutrition
- Interior Design & Resource Management

This programme intends to train students in the 'scientific home making' skill. Promoting student employment and entrepreneurship through in-house 'practical-training and project-studies' has been the department mission since 1958. The knowledge intensive and skill oriented Homescience curriculum at UG(CBCS) & PG levels is customised to suit the 'stakeholder needs' and 'women empowerment goals' of the institution. The teaching-learning and evaluation techniques deployed at both the levels are student-centric and promote experiential learning. The department was involved in the conduct of a world bank project on street foods, 2 national projects and one MEPMA project. Homescience department has kindled the creativity spark in several upcoming entrepreneurs involved in organic farming, retail marketing, event management, fashion designing etc. Homescience alumnae are also top-executives and nutrition experts.

File Description	Documents
Appropriate link in the institutional website	<a href="https://stjosephscollegevisakhapatnam.ac.in/departments/bachelor-of-science/home-science/">https://stjosephscollegevisakhapatnam.ac.in/departments/bachelor-of-science/home-science/</a>
Any other relevant information	<a href="#">View File</a>

**7.3.2 - Plan of action for the next academic year**

- To go for ISO Certification for Environment Management System.
- To introduce vocational courses as per UGC- NSQF guidelines.
- To explore the possibility of building a covered auditorium near the main stage.
- To encourage the faculty to take up more Major & Minor Research Projects
- To collaborate with premier HEIs and industry houses and organize resource talks, field visits, training workshops for students