



YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	St Joseph's College For Women (A) 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 Watair 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/2023/07/AQAR-2021-2022.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/2023/11/Academic-Calendar-2022-2023-1.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.71	2009	29/01/2009	28/01/2014
Cycle 3	A	3.01	2014	21/02/2014	20/02/2019
Cycle 4	B++	2.89	2019	09/08/2019	08/08/2024
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	
ST JOSEPH'S COLLEGE FOR WOMEN (A)	RUSA 2.0	GOVERNMENT OF ANDHRA PRADESH	20/11/2018	20000000	
8.Provide details regarding the composition of the IQAC:					

<ul style="list-style-type: none"> Upload the latest notification regarding the composition of the IQAC by the HEI 	View File
9.No. of IQAC meetings held during the year	4
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> 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
<ul style="list-style-type: none"> If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
<p>ISO Certification for Environment Management System - ISO 14001:2015 Introduction of 4 year BSc Agriculture & Rural Development Programme with AU affiliation Screening of proposals and sanction of seed money for research Extension of Autonomy Status Regular release of IQAC Newsletter JOSEPHINEWS Organizing Seminars/ Workshops/ Conferences for Students and Faculty Launching of SJC LMS Portal</p>	
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 14001:2015 Certification for Environment Management System	certificate was conferred on April 17th 2023
To conduct a one-day training workshop for all the faculty on LMS content generation and launch the college LMS platform SOWeLEARN members on "Usage of LMS to enhance the quality of the teaching-learning process.	SOWeLEARN was launched in the college website

To enter into MOU with other Higher Education institutions along with private technical training institutes for institutional quality enhancement and professional enrichment of faculty & students.	There are 29 Functional MoU's druring this academic year
To conduct International and National level Conferences/Webinars & Workshops in Languages, Humanities, and Sciences in the academic year.	Conferecnes/ Seminars/Workshops were conducted regularly
To encourage the faculty to take up Seed money Research Projects.	Seed Money propsoals were accepted and approved
To seek student feedback on 'expectations from the institution', 'courses offered' in all semesters, 'teachers', and 'institutional performance' online and also take necessary action.	Feedback on Stakeholders were analyzed and uploaded in the college website
To conduct certificate courses like Learn-Make-Earn, Beautician autocad, e filing etc courses with external expertise.	Several certificate courses were launched and also completed in association with external agencies
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 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 make semester long internship or an level 5 NSDC course mandatory for all the UG students in the final year	All students successfully completed the semester long internship /or the NSDC Course
13.Was the AQAR placed before the statutory	Yes

body?	
<ul style="list-style-type: none"> Name of the statutory body 	
Name of the statutory body	Date of meeting(s)
GOVERNING BODY	22/12/2022
14. Was the institutional data submitted to AISHE ?	Yes
<ul style="list-style-type: none"> Year 	
Year	Date of Submission
2021-22	05/01/2023
15. Multidisciplinary / interdisciplinary	
<p>St. Joseph's College for Women (Autonomous) has seamlessly incorporated the New Education Policy (NEP) since the academic year 2020-21, aligning with APSCHE guidelines. As a direct outcome of NEP integration, the institution has introduced various interdisciplinary and multidisciplinary courses spanning science, humanities, commerce, and management disciplines. These offerings encompass Life Skills Courses (LSC) and Skill Development Courses (SDC). The distribution of these courses is as follows:</p> <p>Students engage in 3 Life Skills Courses in the first semester and 5 Skill Development Courses. Moving to the second semester, the curriculum includes 3 Life Skills Courses and 9 Skill Development Courses. In the third semester, students participate in 4 Life Skills Courses and 4 Skill Development Courses.</p> <p>For the first semester, Interdisciplinary Courses consist of Human Values and Professional Ethics (EPO, EPJ, EEP, BBA, BCom & HSc), Basic Computer Applications (MPC, CBZ & BBC), Entrepreneurship Development (MPCs, MStCs & MEC), Tourism Guidance (EPO, EPJ, EEP & HSc), Public Relations (MStCs), Insurance Promotion (BBA, BCom & MEC), Electrical Appliances (MPC & MPCs), and Plant Nursery (CBZ & BBC).</p> <p>In the second semester, Interdisciplinary Courses include Information and Communication Technology (ICT) (MPC, CBZ, BBC &</p>	

HSc), Indian Culture and Science (EPO, EPJ, EEP, MPCs, MStCs & MEC), Elementary Statistics (BBA & BCom), Social Work Methods (EPO, EPJ, EEP, MStCs & MEC), Business Communication (EPO, EPJ & EEP), Survey and Reporting (MSTCS & MEC), Logistics and Supply Chain (BBA & BCom), Advertising (BBA & BCom), Solar Energy (MPC & MPCs), Food Adulteration (HSS, MPC & MPCs), Dairy Techniques (CBZ & BBC), and Fruit and Vegetable Preservation (HSc, CBZ & BBC).

In the third semester, Interdisciplinary Courses encompass Environmental Education (All Groups), Analytical Skills (B.COM, B.B.A., MPC, MPCs, MStCs, MEC, H.Sc.), Personality Enhancement and Leadership (EPO, EPJ & EEP), Health and Hygiene (CBZ & BBC), Online Business (EPO, EPJ, EEP & HSc), Financial Markets (BCom, BBA & MEC), Poultry Farming (CBZ & BBC), and Environmental Audit (MPC, MPCs & MStCs).

Notably, BA (EEP) and BSC (MECS) share several economics courses, while BCom and BSC (MPCS) have common courses in computer science. Additionally, a Basic Research Methodology course attracts students from various disciplines.

The college also conducts 17 value-added courses, comprising 8 Capacity Building Courses, 5 Personality Development Courses, 1 Micro Access English Course, and 1 Certificate Programme in Banking Finance and Insurance, spanning diverse disciplines and academic levels.

Furthermore, each undergraduate student, irrespective of their discipline, undergoes the Personal Transformation Programme (PTP) in the first semester and the Value Development Programme (VDP) in the fourth semester.

As part of NEP implementation, all first-year and second-year UG students undertake a community-oriented project (community internship) and a short-term skill development project (skill internship) during the summer vacation. Additionally, all final-year UG students have completed either a semester-long internship or a 'Level 5 NSDC course' in the academic year 2022-23. The completion of these projects has been duly reported and evaluated.

16.Academic bank of credits (ABC):

St. Joseph's College for Women is actively implementing and participating in the Academic Bank of Credits initiative introduced by the UGC. As an autonomous institution, SJCW(A) took the initiative to register for the Academic Bank of Credits in September

2021 and received the necessary user credentials.

The college has successfully uploaded the results of the two most recent student batches onto the portal. Students can conveniently access their results through their DIGILOCKER accounts, set up for all final-year and the latest 'passed out' batches. This allows them to download their certificates directly from their respective DIGILOCKER accounts. Currently, the college is in the process of uploading the performance details of previous batches of students as well.

17.Skill development:

Since its establishment in 1958, St. Joseph's College for Women (Autonomous) has been guided by the motto of 'Women Empowerment through Holistic Education.' This comprehensive education approach is realized through a curriculum rich in knowledge and skills, learner-centric teaching methods, and supportive student initiatives. Notably, the establishment of a SEED Centre on the college campus stands out as a significant initiative.

The St. Joseph's Employability and Entrepreneurship Development Centre collaborates with APSSDC, JSS, NAANDI, and SDIs to conduct skill-oriented courses and workshops. In the academic year 2022-23, the SEED centre conducted 25 Value Added Courses, a 30-hour Employability Skill Development Training Program, and a 30-hour Banking Financial Services and Insurance course.

The SEED Centre played a crucial role in coordinating and monitoring the 180-hour (2 months) community internship after the II Semester, 180-hour (2 months) skill internship training for all II-year students after the IV Semester, and the semester-long industrial internship for VI-semester final year students. The internships took place in various settings, including industries, MNCs, pharma companies, research labs, hospitals, schools, nurseries, and NGO organizations. In the academic year 2022-23, all UG students participated in skill internship initiatives, submitted reports, and were evaluated and graded accordingly.

Additionally, the SEED Centre organized a campus placement drive at the SJCW campus in collaboration with APSSDC. The center entered into MOUs with organizations such as BAJAJ Fin, SYNCHROSERVE, TALENTEASE, DATAPRO, GRAMEENA VIDYA, PLACEMENT PARK, New Thoughts IT Solutions, securing internships and on-the-job training

opportunities for students. Several students were successfully placed through these collaborations.

Students at the college are actively engaged in in-house skill development activities within their respective subject areas. For instance, students in the Learn-Make-Earn certificate course produced and sold various products, earning a profit. Journalism and mass communication students contribute articles to the college newsletter, report events to the media, conduct talk shows, and record videos in the media center.

Event management students organize events within the college, while students in the Baking and Confectionery Course prepare and sell bakery foods. BBA and BCOM students organize fests to raise funds for charity. The Waste Management Club conducts workshops on 'Jute and Paper bag making' and 'Wealth Out of Waste' for other students. Psychology students assist professional counselors in counseling sessions, and English literature students engage in part-time teaching tasks outside the college.

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

St. Joseph's College for Women (Autonomous) actively incorporates the Indian Knowledge System into its curriculum through various initiatives. A General Education Course titled 'Indian Culture and Science' is compulsory for all undergraduate students at the college. Within this course, students explore topics such as Unity in Diversity, the coexistence of various religions since ancient times, and key concepts like seela, karuna, kshama, maitri, vinaya, santhi, and ahimsa. The curriculum also delves into achievements in literature, music, dance, sculpture, and painting, craftsmanship in cloth, wood, clay, metal, and ornaments, cultural diversity, monogamy, family systems, important seasonal festivals, and objectivity and scientific temper. Additionally, students learn about ancient education on scientific lines using Bloom's Taxonomy and the evolution of communication and media through the ages.

Vedic Mathematics is specifically taught to students associated with the Analytical Science Association, who, in turn, extend this knowledge to school students as part of an outreach program. Students create charts depicting applications of Vedic mathematics, which are then donated to schools to popularize and facilitate easy access to Vedic mathematics. The college boasts a 'medicinal plant garden' where Botany students undertake project studies linking ancient Ayurveda with the medicinal uses of the plants in the

garden.

Mrs. B. Anitha, a faculty member of the college, has recorded numerous YouTube videos in the college's media lab covering various aspects related to Indian Heritage and Culture, Tourism, and the Freedom Movement in India. These videos are uploaded on the web, and links to them are available on the college website. Many students at the college watch these videos, gaining a deeper understanding of the magnificence of Indian Heritage and Culture.

As part of the Sanskrit Course in the first three semesters at the undergraduate level, students are exposed to chapters on epics (ithihaasas), dramas based on anecdotes in the epics, poems in Shatakas, values from Panchatantra and Hitopadesha stories, and excerpts from the Ashtadasha Puranas. In the Hindi course curriculum, literary contributions of Tulsidas, Kabir Das, and Mira Bai are also studied.

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

Since the academic year 2017-18, St. Joseph's College for Women (Autonomous) has diligently implemented Outcome-Based Education within the Choice-Based Credit System (CBCS) framework. The institution's undergraduate (UG) and postgraduate (PG) programs and courses articulate clear 'Objectives' and 'Outcomes'. This applies not only to regular coursework but also extends to student projects, internships, on-the-job training, and skill development courses, all of which are equipped with their respective stated objectives and outcomes. The envisioned outcomes are structured based on Bloom's Taxonomy.

The college proactively shares Course Outcomes, Programme Specific Outcomes, and Programme Outcomes on its official website. These are communicated to all stakeholders through various channels before the

course commencement. Moreover, Programme Outcomes are prominently displayed within the college premises. The college employs outcome mapping for all courses, and the curriculum transaction is aligned with the anticipated outcomes.

In developing new courses, the college considers stakeholder feedback, incorporating new objectives and outcomes. The continuous evolution of Programme Outcomes is influenced by stakeholder demand, course content, and curriculum design. Regular reviews and revisions ensure that Programme Outcomes remain relevant and responsive to the dynamic educational landscape.

Both summative and formative assessments are conducted to gauge students' attainment of the expected outcomes. The level of attainment is meticulously calibrated on both relative and absolute scales, with the results being tabulated for assessment. In instances where there is a shortfall in realizing expected outcomes, the college promptly implements need-based corrective measures. The institution is committed to providing comprehensive support to students, enabling them to achieve all anticipated outcomes successfully.

20.Distance education/online education:

St. Joseph's College for Women (Autonomous) has introduced its proprietary Learning Management System (LMS) portal called SOWeLEARN. The college is offering complimentary St. Joseph's Massive Open Online Courses (SMOOCs) through this portal. Lesson content is presented to learners in a four-quadrant style on the platform, attracting significant enrollment and successful course completions.

Numerous students and faculty members from the college have successfully finished various online certificate courses provided by platforms like NPTEL, SWAYAM, COURSERA, etc. Notably, around 60 students have completed the NSDC Level 5 course titled 'Manufacturing Production Chemist,' and approximately 120 students have pursued the Junior Software Developer Course (NSDC Level 4) under the guidance of Synchroserve.

St. Joseph's Language Center (SJCLC) plays a pivotal role in conducting several online courses and initiatives for the broader student community. 'Online Grammar Brushups' is a monthly educational initiative held on the fourth Wednesday of every month, while 'Professional Perspectives' offers an interactive online session every Monday for aspiring professionals. The 'Tutorial'

initiative provides online support for students between 5 pm and 7 pm.

Faculty members have actively contributed lesson content in various formats such as podcasts, videos, PowerPoint presentations, and PDF files to APSCHE. This content is hosted on the APSCHE website for student reference. In addition, the college organized resource talks and virtual experimentation sessions online during the academic year 2022-2023.

Despite the challenges posed by the pandemic, the college extensively conducted online teaching, learning, and evaluation. Presently, 15 to 25% of the course content is delivered online, with various departments utilizing platforms like Google Classroom to share lesson content, PowerPoint presentations, and videos. The college also conducts mid-term exams for 15 marks online, along with multiple accessory exams for 5 marks each.

Extended Profile

1.Programme

1.1 Number of programmes offered during the year:	17
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File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 Total number of students during the year:	1525
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File Description	Documents
Institutional data in Prescribed format	View File

2.2 Number of outgoing / final year students during the year:	508
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File Description	Documents
Institutional Data in Prescribed Format	View File

2.3	1430
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Number of students who appeared for the examinations conducted by the institution during the year:		
File Description	Documents	
Institutional Data in Prescribed Format	View File	
3.Academic		
3.1	525	
Number of courses in all programmes during the year:		
File Description	Documents	
Institutional Data in Prescribed Format	View File	
3.2	85	
Number of full-time teachers during the year:		
File Description	Documents	
Institutional Data in Prescribed Format	View File	
3.3	85	
Number of sanctioned posts for the year:		
4.Institution		
4.1	429	
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	318	
Total number of computers on campus for academic purposes		
4.4	865.73	
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.

The CBCS curriculum, introduced and applied at St. Joseph's College for Women (Autonomous) during the academic year 2022-23, is designed to address the developmental needs at local, regional, national, and global levels. Leveraging the advantages of autonomy and aligning with the UN 2030 Agenda, the New Education Policy of the Government of India, and the APSCHE framework, the institution has revamped its curriculum with a focus on local requirements. The customization of Program Outcomes and Program Specific Outcomes has been undertaken, taking into account recommendations from the Board of Studies (BOS) and the Academic Council, as well as insights from academia, industry, and alumnae.

The curriculum emphasizes the inculcation of both domain knowledge and practical skills. At the undergraduate level, it is structured around three major domains, providing students with the flexibility to choose from a variety of discipline-specific courses tailored to their program. In the academic year 2022-23, two discipline-specific Skill Elective Courses were conducted in the final year for each major domain.

To enhance practical experience, first and second-year students participate in community and skill internships totaling 180 hours each. Final-year students undergo semester internships. Additionally, students must enroll in and complete one Add-on course, one personality development course, and one value-added course.

Postgraduate students are engaged in a research-based project and are also required to complete two MOOC courses each. This comprehensive approach ensures a holistic and well-rounded educational experience for Students of St. Joseph's College for Women.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://stjosephscollegevisakhapatnam.ac.in/courses/undergraduate/

1.1.2 - Number of Programmes where syllabus revision was carried out during the year**13**

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

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year**391**

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

1.2 - Academic Flexibility**1.2.1 - Number of new courses introduced across all programmes offered during the year****263**

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

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

13

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

1.3 - Curriculum Enrichment

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

The institution incorporates cross-cutting issues related to Human Values and Professional Ethics, Gender, and Environment, and sustainability into its curriculum. Numerous undergraduate (UG) and postgraduate (PG) courses specifically focus on gender, environmental sustainability, and human values & professional ethics. These courses encompass case studies addressing gender roles and conflicts in the workplace, women writers, residential space design, and issues such as work-life balance, gender, and food security. They also explore the role of women and families in mitigating various societal challenges.

A compulsory course in the first semester is Human Values & Professional Ethics, which is part of the Life Skills and Competency (LSC) curriculum. Additionally, the college has introduced unique courses, namely the Personal Transformation Programme and the Value Development Programme, which are mandatory for all UG students.

The Environmental Studies course, spanning one semester, delves into topics related to the environment and sustainability. The Green Globe Nature Club, Eco Club, and Waste Management Club actively

promote green and sustainable practices among students. Collaborative initiatives such as Vanam Manam, Swachh Bharath, and ODF programs, in partnership with local, state, central government, and UNICEF, contribute to a cleaner environment. The Green Chemistry course imparts knowledge on eco-friendly practices in chemical analysis, while courses on Renewable Energy and solar energy cover topics on energy conservation. Additional courses include biodiversity conservation, environmental hazards, economic importance of bacteria, and wildlife preservation

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

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

25

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

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

1882

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

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

646

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

1.4 - Feedback System

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

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2023/11/Final-Report-of-Feedback-Mechanism-2022-2023.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2023/11/Final-Report-of-Feedback-Mechanism-2022-2023.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

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

470

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

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

344

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

2.2 - Catering to Student Diversity

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

The institution systematically evaluates students' learning levels and implements tailored programs to address the needs of both slower and advanced learners. The following strategies are employed to assess student learning and facilitate their academic growth, ensuring holistic development:

1. An entry-level survey is conducted for incoming students, and a one-week bridge course is organized to bridge the gap between their previous academic level and the current class. The course concludes with a placement test, categorizing learners into Slow, Moderate, and Advanced categories.
2. Support for slow learners includes academic mentoring, remedial teaching, peer-led instruction, tutorial classes, provision of study materials, and pairing with advanced learners as peer tutors. These interventions collectively contribute to the academic development of slow learners.
3. Advanced learners are engaged in self-directed projects, nominated as team leaders for group tasks and seminars, encouraged to participate in national-level seminars or collaborate with senior faculty in research, and present papers in conferences. They are also actively involved in

contributing to, creating, editing, and publishing in-house newsletters or magazines. These measures are designed to further enhance the academic prowess of advanced learners.

4. Within the KINDLE program, an Experiential Learning outreach initiative of the college, advanced learners showcase science experiments to students from nearby schools, fostering a love for pure sciences.

Through these initiatives, the institution strives to create a learning environment that supports the diverse needs of students, promoting both academic excellence and well-rounded development.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://iqacsjcw.blogspot.com/p/remedial-teaching_29.html

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/12/2023	1525	85

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

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

At St. Joseph's College for Women (Autonomous), student-centric and participative teaching methods prioritize experiential learning.

Problem-solving approaches are integrated to enhance the overall learning experience. Across all departments, a variety of methods are employed, including interactive lectures, PowerPoint presentations, online and offline assignments, hands-on training workshops, demonstrations, exhibitions, projects, internships, and case studies.

In the science departments, students engage in experimental studies, field trips, molecular model making, interior and textile designing, water analysis, blood sampling, and other practical applications. Other departments, such as Ad D'sign, involve activities like selling team-made products, designing newsletters and magazines, short film making, media reporting, shadow enterprise study, talk shows, brochure designing, planning and organizing fests, conducting sales, and more.

Participative learning is facilitated through group discussions, brainstorming sessions, quizzes, student seminars, oral and poster presentations, short story or article writing, article reviews, and role plays. Cooperative learning is ensured through activities such as advertisement analysis, movie analysis, group assignments, and participation in Massive Open Online Courses (MOOCs), among others.

Problem-solving is emphasized through case studies in commerce, management, and psychology, as well as solving numerical problems in analytical and physical sciences. Psychology, statistics, BBA, and BCom students engage in surveys, management games, and other problem-solving exercises. The adoption of RUSA 2.0 augmented technology ensures the optimization of digital teaching-learning resources, further enhancing the experiential learning process.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://stjosephscollegevisakhapatnam.ac.in/best-practices/

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

Teachers at the institution leverage ICT-enabled tools, including online resources, to enhance the effectiveness of the teaching-learning process. Numerous classrooms and computer labs are equipped with ICT infrastructure, and the entire campus is outfitted with a high-speed Wi-Fi connection of 100 GB speed. Faculty members utilize

a variety of ICT tools to elevate the quality of education.

Google Classroom serves as a platform for managing and disseminating lesson content in a 4-quadrant style, as well as for assignment submissions. Open Virtual Labs are employed to conduct simulated laboratory experiments. Online drawing tools like ChemDraw and JAM Board contribute to more effective teaching and learning. For teaching statistical analysis, SPSS is utilized, while PowerPoints are enriched with animations to improve instructional effectiveness.

Facilities such as the Media Lab, Screencastify, and OBS Studio are employed to create high-quality video lectures, subsequently uploaded on appropriate platforms. Regularly conducted online quizzes and polls further engage students. Mathematics teachers employ Mathelab and R programming tools. Many faculty members actively participate in content development facilitated by APCCE and APSCHE. Some have taken the initiative to create their own YouTube videos, virtual dissection experiments, drawing tools, animated PowerPoint presentations, and videos. Additionally, EPG pathshala and NPTEL are utilized by faculty members. Tools such as Presentation Tube and Teach Mint find applications among certain teachers for online teaching.

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

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

2.3.3.1 - Number of mentors

69

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

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

The Calendar Committee, in collaboration with the IQAC, Planning and Evaluation Committee, and Examination Cell, formulates the Academic Calendar annually in March. This calendar is subsequently uploaded on the website and diligently followed, barring unforeseen circumstances such as natural calamities. Both teachers and students receive a personalized copy of the Handbook containing the Academic Calendar, featuring dates for instruction, non-instruction days (holidays), other significant events, as well as dates for Mid-Semester Exams (MSEs) and End-Semester Exams (ESEs).

Following the APCCE format, teachers create course-specific Curricular Plans and Chapter-wise Teaching Plans in alignment with the Academic Calendar. Semester-wise Curricular plans for all courses are developed and implemented, with IQAC monitoring deviations as needed. The Teaching Plan encompasses a detailed breakdown of teaching methods, tools, activities, learning resources, and evaluation techniques on a topic-by-topic basis. Course outlines and teaching plans are communicated to students and maintained within the respective departments.

The Academic Audit Committee oversees and ensures adherence to the Academic Calendar and the Teaching Plan. Faculty-wise Curricular and Teaching Plans are authenticated with the signature of the Head of the Department. To document their teaching activities, all teachers maintain a Teaching Diary.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

85

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	View File

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

44

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

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

733

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

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	View File
Any additional information	View File

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

27

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

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

At the undergraduate level, Information Technology (IT) is seamlessly integrated into the Examination Management System (EMS) at St. Joseph's College for Women (SJCW) through tailored examination software. This software facilitates not only customized UG examinations but also the administration of online exams. The entire UG examination process, from enrollment to the issuance of Provisional Certificates and Original Degree (OD), is almost entirely automated. The evaluation of courses follows a dual approach, encompassing formative and summative assessments.

Significant examination reforms were introduced in the academic year 2022-23. Community projects and both short- and long-term skill internships were incorporated for structured evaluation and grading. Mid-Semester Exams (MSE), End-Semester Exams (ESE), and Accessory exams were scheduled for five out of six semesters. The implementation of an ABC account allowed for the uploading of students' results, while students were encouraged to create DIGILOCKER accounts. Special Supplementary and Instant exams were conducted, and an additional grace mark was granted to marginal performers. Question banks were upgraded, and question paper blueprints were adjusted accordingly.

The positive impact of these reforms was evident as all students could actively participate in the evaluation process despite the challenging pandemic. Introducing customized evaluation methods for regular exams and internship reports led to a thorough evaluation and timely result declarations. Special supplementary and instant

exams provided an opportunity for students with backlogs to progress, contributing to a more inclusive and effective examination system.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://stjosephscollegevisakhapatnam.ac.in/examination/examination-pattern/

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 (OBE) is implemented at both undergraduate (UG) and postgraduate (PG) levels, with curricula developed based on Bloom's Taxonomy to align with the institutional Vision and Mission. All courses articulate explicit outcomes, which are reflected in Program Specific Outcomes (PSOs) and Program Outcomes (POs). Outcome mapping is systematically carried out, and POs, PSOs, and Course Outcomes (COs) are aligned with the latest NAAC guidelines.

The outcomes encompass a comprehensive set of knowledge, skills, values, and attributes that students are expected to acquire upon completing their respective programs. Both UG and PG programs are conducted to achieve 100% attainment of these stated outcomes.

The communication of POs, PSOs, and COs is facilitated by the Internal Quality Assurance Cell (IQAC) through various channels such as Faculty Induction Programs, Student Orientation Programs, Alumni Reunions, Parents' meetings, and Board of Studies (BOS) meetings. Printed flexi sheets displaying POs for all programs are prominently exhibited on campus, including departmental wall calendars. Additionally, course outlines, objectives and outcomes are made publicly available on the college website, and COs are included in syllabus books. Faculty members mail COs to students and engage in discussions during class sessions to ensure comprehensive understanding and alignment with the educational objectives.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2023/06/co-po-pso.pdf

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

Predetermined benchmarks are established for the assessment of the Level of Attainment (LOA) for both Program Outcomes (POs) and Course Outcomes (COs). The computation of 'Level of Attainment of COs' involves a dual approach, combining both Direct Assessment and Indirect Assessment methods.

For Direct LOA assessment, students' overall performance in Formative Assessment (FA) and Summative Assessment (SA) within a particular course is utilized as a key metric. The median value of student performance in that course is identified and expressed as a percentage against a predefined benchmark value, yielding the Direct LOA of COs for that specific course.

Indirect LOA of COs is determined through a comprehensive online Course Feedback Survey completed by students. The consolidated responses are analyzed, and the median value of respondents' overall satisfaction level (on a scale of 1 to 5) for the course is computed as a percentage, representing the Indirect LOA of COs for that course.

The final LOA of COs for a course is derived by averaging the scores from Direct LOA and Indirect LOA assessments. Only four tangible POs, namely Progression to Higher Education, Placements, Internships, and Overall Satisfaction, are considered for immediate calibration after graduation. These are computed based on student responses from online Student Satisfaction Surveys (SSS) and Exit Surveys, as well as actual data.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2023/06/co-po-pso.pdf

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

396

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2023/12/Examination-cell-report-2022-23.pdf

2.7 - Student Satisfaction Survey

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

<https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2023/07/Students-Satisfaction-Survey-2022-2023.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

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

The institution has a well-defined research promotion policy accessible on its website. The college has 22 recognized research guides acknowledged by Andhra University, guiding students in their research endeavors. A fully equipped science laboratory, continually upgraded to meet curricular demands, serves as a hub for student-led

small-scale research projects and part-time research initiatives by faculty.

Two faculty members successfully established a research lab within the college, funded by a UGC grant for Minor Research Projects (MRP). The college's research committee actively supports and encourages research by allocating seed money. Four faculty members engaged in research projects with financial backing from the college. Recognizing and promoting quality research and publications, the institution provides cash incentives. Faculty members are also supported to attend workshops, and conferences, and present papers.

The Department of Commerce and Management organized a short-term course on Intellectual Property Rights for second-year PG students. A Research Methodology workshop was conducted for all PG students. The college facilitates research and development by providing essential facilities, including computers with internet access, photocopying services, printers, and a well-equipped library.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2022/12/SEED-MONEY-RESEARCH-PROMOTIONPOLICY-College-rules.pdf
Any additional information	View File

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)

77090

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

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

22

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

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 fosters an environment conducive to innovation, knowledge transfer, and entrepreneurship development through its SEED center, established in collaboration with APSSDC, JSS, and SDIs. Launched in August 2021, this center is dedicated to igniting creativity and entrepreneurial spirit among students, embodying the motto "Kindle the light within." The SEED center orchestrates Awareness Campaigns, identifies potential innovators and entrepreneurs, organizes programs, and provides facilities to

nurture their skills.

In addition to the SEED center, the Alumni Association of the college inaugurated an 'Entrepreneurship Development Centre.' This platform facilitates the preparation and sale of products crafted by students and others. During the academic year 2022-23, a 30-hour SEED course named 'Learn-Make-Earn' was conducted in collaboration with Jana Shikshan Samsthan. As part of this course, students, operating under the brand name DOCTOR, manufactured and sold sanitizers, candles, phenyl, floor cleaning liquid, and washing powder through C-MART, established within the college.

Various innovative projects are incubated on the campus, including a vermicompost preparation facility, a mushroom cultivation yard, and a nursery for growing ornamental plants. Some students are engaged in the creation and sale of customized jewelry, cakes, and confectionery. Budding student entrepreneurs also showcase and sell food items, decorative items, dolls, home utility products, and paper products within the college premises.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjosephscollegevisakhapatnam.ac.in/jo-shine/hats-off/

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

23

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	View File

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

A. All of the above

Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

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

2

File Description	Documents
URL to the research page on HEI website	https://stjosephscollegevisakhapatnam.ac.in/research-policy/
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

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

21

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

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

13

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjosephscollegevisakhapatnam.ac.in/research-policy/

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

8

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	View File

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

3.4.6.1 - h-index of Scopus during the year

3

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	View File

3.5 - Consultancy

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

18.06

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

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

22035

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	View File
List of facilities and staff available for undertaking consultancy	View File
Any additional information	View File

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 at the college actively participate in extension activities, focusing on personality development through community service, guided by the motto 'not me but you.' Collaborating with organizations such as UNICEF, IRC, NSS, RRC, APSACS, GVMC, APCCE, AU, their initiatives in 2022-23 included Swachh Bharat, Coastal Cleanup, Plantation, PINKATHON, Blood donation, ODF campaign, Har Ghar Tiranga, Vigilance Week, Road Safety Awareness, 'Say no to single-use plastic,' and distribution of Deworming tablets in adopted slums. The two adopted slums are now declared Open

defecation-free.

These extension programs have not only sensitized students but also transformed them into catalysts for social change. The intensive work in neighborhood communities has positively impacted those areas. Awareness initiatives on welfare schemes, menstrual hygiene, yoga, personality development, and electoral literacy were conducted for student volunteers, who, in turn, shared this knowledge with their communities. Drives against social evils like Dowry, prevention of child abuse and child labor, and awareness campaigns on good and bad touch, as well as nutrition through millet, were also carried out. The Reduce, Reuse, Recycle Club and Green Globe Nature Club of the college contribute to a clean, green, and sustainable environment through various initiatives.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjosephscollegevisakhapatnam.ac.in/outreach/

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

10

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	View File

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)

68

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

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

650

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

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**

928

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

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

29

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

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 sufficient physical and infrastructure facilities to facilitate effective teaching and learning within its expansive 7-acre campus. There are 44 classrooms, including 6 equipped with smart boards and 19 with ICT facilities, along with 28 well-equipped laboratories and three seminar halls. The library, spanning 5872 sq. ft. over two floors, is air-conditioned and features a cybercafé and reprographic facility. Remote access to NPTEL subscriptions provides students with e-books, e-journals, e-magazines, and research papers.

Additionally, there are four air-conditioned computer labs with internet and LAN facilities, maintaining a student-computer ratio below 1:10. The campus includes a language lab, a media lab with Lecture Capturing System, textiles lab with conventional and advanced sewing machines, and a nutrition lab for cooking and baking. Specialized facilities include a well-established Zoology Museum and an Instrumentation Lab for chemical analysis. MANA TV LMS subscription telecasts syllabus-related programs by the Commissionerate of Collegiate Education, while the APSSDC lab conducts skill training and workshops. The college also hosts an Entrepreneurship Development Center established by its alumni.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjosephscollegevisakhapatnam.ac.in/facilities/

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 ample facilities for sports, yoga, and cultural activities, fostering a holistic development environment. The sports ground, spanning 41,430 sq. ft., supports various activities such as Throw ball, Net Ball, and Basketball tournaments, exhibition matches, and selection camps. Kho-Kho and Kabaddi courts are strategically placed, and an indoor facility covering 603 sq. ft. houses Two TT tables, Handball, Volleyball, movable poles, hurdles, basketball, fiberboards, victory stand, high

jump poles, and floodlights.

The gymnasium features two treadmills, an air bike, three exercise cycles, leg press, bench press, butterfly, bust press, hand press, twisters, skipping ropes, pullup bar, height scale, and weight scale for comprehensive fitness training. The college offers a 2-credit Yoga course, conducting regular classes on the College ground and in front of the Yoga Hall.

For cultural activities, the college boasts an indoor auditorium (capacity: 450), an open-air stage (36 ft x 33 ft - 2500 viewer capacity), a sheltered Multipurpose Hall (capacity: 400), and a sheltered stage (33 ft x 29 ft). These facilities are utilized for annual functions, including Inaugural, Valedictory, and Inter-collegiate Fests, supported by 17 microphones and six amplifiers for assembly and other events.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://stjosephscollegevisakhapatnam.ac.in/facilities/

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

19

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

80.65

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource

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

St. Joseph's College Library, spanning two floors and centrally air-conditioned (5872 sq. ft.), serves as a hub for academic resources. It houses an extensive collection, including 29,656 textbooks, 2,152 reference books, 459 journals, 437 CDs, and 5,211 back volumes. As a member of NDLI, a subscriber to NLIST, and an NPTEL local chapter, the library offers access to a wealth of digital resources.

The library is partially automated through the integrated library management software SOUL 3.0, facilitating various housekeeping activities such as data entry, book issuance, renewals, and member logins. Utilizing Dewey Decimal Classification, the library employs a barcoding system for books and assigns unique barcode IDs to users. An Online Public Access Catalogue (OPAC) service is available, and user orientation is provided at the start of each academic year.

Additionally, the library offers reprographic and internet services, including a Cyber Cafe with 10 systems operating at 3 Mbps. A Tripod turnstile assists in tracking foot traffic, while high-speed internet and Wifi enhance accessibility for the college community.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjosephscollegevisakhapatnam.ac.in/library/

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

A. Any 4 or more of the above

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

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

2.96

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

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

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

294

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

4.3 - IT Infrastructure

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

The college, committed to a robust IT infrastructure, has a well-defined IT policy accessible on the college website. Adequate budget allocations ensure the regular updating of IT facilities, promoting an optimal learning experience. The campus is Wi-Fi enabled, facilitating seamless connectivity. Digital classrooms equipped with LCD projectors, screens, and smart boards enhance the teaching-learning process. A Virtual classroom with a Lecture Capturing System is available, and intercom facilities connect all classrooms

and labs.

Internet connectivity is robust, with Excell broadband offering two 100MBPS connections with unlimited downloads, complemented by 20 modems, Net wires, and data cards. Multiple routers are strategically placed for an enhanced signal. EZ School is employed for LAN-based attendance marking. The college provides access to 302 computers, supported by seven servers with UPS. The media lab facilitates e-content development, ensuring software updates align with syllabus changes. The library's book borrowing process is digitized, and the college website is regularly updated with event information, examination schedules, and holidays. Bulk messages are efficiently disseminated through corp.anvithasoft.com, and plagiarism check software is available for academic integrity.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjosephscollegevisakhapatnam.ac.in/facilities/ict-it/

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
1525	318

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus A. 250 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File

4.3.4 - Institution has facilities for e-content development: A. All four of the above
Facilities available

**for e-content development Media Centre
Audio-Visual Centre Lecture Capturing
System (LCS) Mixing equipments and
software for editing**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2021/08/media-lab.pdf
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

865.73

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

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

The campus employs systematic procedures for maintaining physical, academic, and support facilities to ensure effective utilization. Standard Operating Procedures (SOPs) are visibly displayed near equipment, accompanied by logbooks to track usage. Prominent instructions guide users near all facilities, and specific library usage instructions are outlined in the College handbook. A dedicated team of trained lab assistants addresses minor repairs, while major equipment is covered under Annual Maintenance Contracts (AMCs) for regular, preventive, and corrective maintenance.

To uphold hygiene standards, a sanitary napkin incinerator is employed for the proper disposal of used napkins. Periodic cleaning of water tanks and solar panels, occurring three times a week, contributes to the overall upkeep. Water purifying tanks undergo scale removal and filter changes as per manufacturer instructions. Repair complaints are recorded in dedicated registers, with urgency

in determining repair priorities. Separate registers document completed work in detail.

In the chemistry lab, distilled water plants adhere to washing norms, overseen by lab assistants and AMCs. Classroom furniture and physical infrastructure repairs are conducted during summer vacations, while major repairs and construction align with recommendations from the PEC.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjosephscollegevisakhapatnam.ac.in/facilities/

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

118

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

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

232

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised

A. All of the above

**for improving students' capabilities Soft Skills
Language and Communication Skills Life
Skills (Yoga, Physical fitness, Health and
Hygiene) Awareness of Trends in Technology**

File Description	Documents
Link to Institutional website	https://stjosephscollegevisakhapatnam.ac.in/supporting-bodies/training-placement-cell/
Details of capability development and schemes	View File
Any additional information	View File

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

645

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	View File

5.2 - Student Progression

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

223

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

141

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

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

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

89

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

5.3 - Student Participation and Activities

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

10

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

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

St. Joseph's College for Women (Autonomous) actively promotes student engagement by encouraging their representation in academic and administrative capacities. The pivotal Student Council, comprising members nominated from all academic levels and guided by a defined Charter, oversees a spectrum of responsibilities. This includes managing Intra and Intercollegiate events, cultural activities, discipline, medical camps, and more. The Student Council plays a crucial role in coordinating Association and Club activities, and competitions, and ensuring a ragging-free campus.

Recognizing leadership and excellence, Student Council Leaders receive accolades such as 'Student of the Year' and other Leadership Awards. The principal, along with Heads of Departments, nominates student representatives to serve on various statutory committees, including the Board of Studies, Academic Council, Student Welfare Committee, IQAC, Grievance Redressal Committee, Anti-Ragging Committee, Internal Complaints Committee, Library Committee, and Training & Placement Committee. Student representatives actively contribute to these committees, attending meetings and providing valuable feedback for enhanced committee functioning.

In the academic year 2022-23, the Student Council organized 31 internal and 11 external activities, successfully celebrating Special Days in collaboration with external agencies, Associations,

and Clubs within the College. Additionally, students hosted the city-level cultural fest, EXCELSIOR 2K22.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjosephscollegevisakhapatnam.ac.in/student-council/

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

39

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

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

The Alumni Association of St. Joseph's College for Women (Autonomous) is a registered and active entity, extending its impact through 1642 life members. Since 2022, 80G has applied to contributions made to the association. A physical reunion of the SJC Alumni Association occurred on 10/12/2022, followed by virtual reunions organized by each department.

During these events, alumnae participants relished the virtual reunion experience, expressing gratitude and emotion for their Alma Mater. These reunions served as a platform to introduce illustrious alumnae to the present students, offering inspiration. Alumnae pledged wholehearted support to SJCW(A), providing internship opportunities, conducting personality development and soft skills training classes, and delivering subject-specific resource lectures. An outstanding alumnus graced the inaugural function of the college as the chief guest.

Demonstrating commitment, the Alumni Association installed poles with LED bulbs, path benches, a solar water heater in the hostel, and an awning near the canteen within the campus. Furthermore, the association established an Entrepreneurship Development Cell, showcasing a collaborative effort towards the holistic development of the institution.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://stjosephscollegevisakhapatnam.ac.in/staralumnae/

5.4.2 - Alumni's financial contribution during the year

C. 5 Lakhs - 10 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

St. Joseph's College for Women (Autonomous) is driven by a vision and mission focused on empowering young women through holistic education.

Vision:

St. Joseph's College for Women aims to be a Centre of Academic Excellence that 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 making them socially responsive members in a changing technology-driven world.

The Governing Body provides strategic direction for development, while internal leadership ensures the implementation of recommendations across curriculum, teaching-learning processes, research, innovation, extension activities, infrastructure, and student support. The top management, represented by the President and Vice President from the Congregation, collaborates with the Correspondent and Principal through various internal committees. Statutory committees, including the Finance Committee, PEC, Academic Council, and BOS, facilitate effective governance. Decentralization through diverse committees fosters a participative environment, with faculty and student representatives contributing to the realization of women's empowerment through holistic education under the leadership of the Principal and Correspondent.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://stjosephscollegevisakhapatnam.ac.in/administration/

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

The mission of St. Joseph's College for Women (Autonomous) is women's empowerment through holistic education, realized through decentralization and participative management involving faculty, ministerial staff, and students at all levels. The college's well-defined organizational structure includes various bodies and committees, each with predefined duties and functions, operating in alignment with the institution's vision, mission, core values, and quality policy.

For instance, the curriculum review and redesign process exemplify this approach. Curriculum review involves consultation with experienced subject experts, preceded by needs analysis. Stakeholder feedback, obtained from academic experts, employers, students, teachers, and alumni, is carefully reviewed. Departments analyze needs and feedback reports annually, identifying areas for improvement and proposing changes to enhance the curriculum. Workshops guide the identification of new programs and the restructuring of courses. Proposals undergo scrutiny in the Departmental Board of Studies (BOS), comprising academic, industrial experts, and alumni, and are ratified by the Academic Council. Ratified changes are then implemented in the subsequent academic

year through the Internal Quality Assurance Cell (IQAC). This dynamic process ensures continuous improvement and relevance in the curriculum.

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

6.2 - Strategy Development and Deployment

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

St. Joseph's College for Women (Autonomous) follows a comprehensive perspective plan encompassing short- and long-term goals, accessible on the college website and regularly revisited during Governing Body meetings. Stakeholder representatives actively contribute to the design, development, deployment, and delivery of the plan, participating in outcome analysis. The Governing Body or Board of Management finalizes the strategic plan, with the PEC determining plans for physical infrastructure development and major equipment procurement, implemented through college administration.

IQAC, drawing inputs from departments and PEC, designs the Annual Institutional Plan (AIP), overseeing its implementation and monitoring. Academic planning and implementation involve AC, BOS, and academic departments, with the latter two contributing to curriculum development and teaching-learning-evaluation methods. Rigorous feedback mechanisms, including student evaluations, guide ongoing improvements. The Training and Placement Cell strategizes student training and placements.

Outreach activities align with missionary goals, planned and

executed through the college society and NSS. This comprehensive approach ensures holistic development and continuous enhancement of the institution's objectives.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2023/12/Strategic-Plan2023new.pdf
Upload any additional information	View File

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

St. Joseph's College for Women (Autonomous) is a 2f and 12B Catholic Minority Institution with a well-represented organizational structure. The Governing Body, comprising government representatives, senior faculty, and other opted members, along with the Board of Management (representatives of the Congregation), holds the highest statutory authority. The Administrative Leadership, consisting of the Correspondent, Principal, and Vice-Principal, oversees the college's efficient functioning. The Staff Council, including Department Heads and senior academic and administrative members, contributes to decision-making.

Clearly defined duties and functions for all academic and administrative bodies ensure streamlined operations. The Principal, as the administrative head, considers inputs from the Academic Council (AC) and PEC for introducing reforms. The Head of the Department (HOD) chairs the department's Board of Studies (BOS), with the Examinations Cell and IQAC monitoring its resolutions' implementation. The recruitment policy aligns with the college's 'Catholic Minority' status and is transparently available on the college website, along with service rules and promotion policies for all personnel categories.

A structured grievance redressal mechanism addresses concerns for both staff and students, while the Internal Complaints Cell ensures a ragging-free and secure campus environment. The success story of the college serves as proof of the effective and efficient

functioning of its various organs.

File Description	Documents
Paste link to Organogram on the institution webpage	https://stjosephscollegevisakhapatnam.ac.in/administration/
Upload any additional information	View File
Paste link for additional Information	https://stjosephscollegevisakhapatnam.ac.in/administration/

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) Document	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
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 diligently implements all statutory welfare measures for both teaching and non-teaching staff by government norms. Aided faculty and staff benefit from central and state government welfare measures, while the Unaided Teaching and Non-teaching staff receive ESI and EPF facilities. Need-based medical and maternity leave, along with crèche facilities and flexible timings for nursing mothers, contribute to a supportive work environment. A fitness center is accessible to all staff, and marriage leaves are

sanctioned with a salary for 15 days.

Financial assistance is provided to needy staff for various purposes, including hospital and wedding expenses or shelter construction. Interest-free hand loans are extended, and Christmas bonuses and gifts are distributed to all management staff. Fee concessions are granted to the children of economically weak staff. Administrative staff are facilitated with pilgrimages to spiritual places, and advance amounts are offered in case of delayed salaries.

Measures for personal and professional growth adhere to UGC and APSCHE norms. Workshops for ability enhancement and training, seed money for research, cash incentives for paper publication, and support for research through time allowances and access to library and laboratory facilities demonstrate the commitment to staff development. Additionally, funding for registration fees and travel expenses is provided for attending conferences.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2024/01/6.3.1-Welfare-Measures.pdf

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

6

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

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

27

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

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

39

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

St. Joseph's College for Women (Autonomous) is a private aided institution that conducts regular internal audits using its resources. Additionally, an external audit, carried out by a registered auditing firm, takes place annually. Audited Utilisation Certificates are consistently submitted to various state and central bodies, ensuring transparency and compliance. The institution utilizes custom ERP software for efficient financial management and transactions.

While the college proactively engages in internal audits, external audits by governmental agencies are scheduled by the AG Office, beyond the institution's control.

The Finance Committee, chaired by the Principal and comprising the Office Superintendent as the Finance Officer, the Vice-Principal, and a senior faculty member, plays a crucial role in financial planning, budgeting, and expenditure review. Meeting twice a year, the committee assesses the previous financial year's expenditure and proposes budgets for the upcoming year. The proposed budget

undergoes scrutiny by the Governing Body, ensuring a comprehensive review of income and expenditure patterns, leading to viable recommendations for implementation in the subsequent financial year.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjosephscollegevisakhapatnam.ac.in/administration/

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)

24.47

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	View File

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

At St. Joseph's College for Women (Autonomous), fund mobilization adheres to a non-commercial approach, directing resources toward academic, developmental, maintenance, and outreach initiatives. The primary revenue source is the annual fee, collected in line with APHERMC guidelines for tuition and other fees. Supplementary income streams include self-financing courses, international student admissions, leasing college infrastructure for skill training and competitive exams, fundraising events, philanthropic donations, interest on fixed deposits, CSR funds, and alumnae support. An additional financial avenue is the international collaborative initiative with the U.S. Consulate General in Hyderabad.

Ensuring optimal utilization, the highest priority is given to staff salaries and compulsory recurrent expenses. Budgetary allocations align with prevailing policies for all remunerative services, with student support taking precedence. Academic and administrative heads compile requirements, distinguishing between 'needs' and 'wants,' with priority always given to essential 'needs.' Particularly, needs

related to teaching and learning are prioritized, ensuring the most efficient use of financial resources.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://stjosephscollegevisakhapatnam.ac.in/facilities/

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)

The IQAC at St. Joseph's College for Women (Autonomous), functional since 2005, played a crucial role in institutionalizing quality assurance strategies. In 2022-23, an expert team conducted an Academic Audit and Assessment (AAA) resulting in an excellent grade (A), with implemented recommendations.

Noteworthy achievements include ISO 14001:2015 Certification, a 4-year AGRD program introduction, two appearances in the 'top ten users of NLIST resources' list, Academic Bank of Credits registration, guideship for 22 faculty, and community, short-term, and long-term skill internships for undergraduates. Postgraduates engaged in SWAYAM MOOCs and a research project, an internal green audit was conducted, MOUs with other institutions were established, and insurance coverage was extended to all students. Implementation of SOUL 3.0, capacity-building courses, resource talks, 80G for alumni fund contributions, AP State Best Teacher Award, faculty patents, and student skill-upgradation programs demonstrate the institution's commitment to continuous enhancement.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjosephscollegevisakhapatnam.ac.in/milestones/

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

The Internal Quality Assurance Cell (IQAC) at SJCW(A) systematically reviews the teaching-learning process and learning outcomes through a structured monitoring and feedback mechanism. The IQAC's Plan of Action (POA) outlines measures for continuous improvement throughout the year. Teachers, under the guidance of IQAC, develop semester-wise Curricular Plans and chapter-wise Teaching Plans for their courses, with IQAC overseeing the implementation.

Peer Evaluation, conducted by IQAC, involves senior teachers assessing junior teachers' innovative methodologies. This evaluation provides oral and written feedback, facilitating follow-up actions. A standardized questionnaire is employed by IQAC to assess courses, teachers, and the teaching-learning process. Students actively participate by providing regular online feedback, focusing on learning outcomes. IQAC analyzes this feedback, initiating necessary actions through the Principal and Heads of Departments.

The Principal conducts individual meetings with teachers to acknowledge strengths and discuss areas for improvement in the teaching-learning process. Exit feedback is utilized for continuous institutional enhancement, emphasizing the importance of ongoing evaluation and improvement.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2023/11/Final-Report-of-Feedback-Mechanism-2022-2023.pdf

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used

A. Any 4 or all of the above

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)

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

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 an all-woman's college that caters to the educational needs of girls from kindergarten through post-graduation. The campus features a "Community College" designed for girls who may have discontinued their education. Additionally, there is a crèche on-site to support female employees with young children. Ensuring a safe environment, the Internal Complaints Cell (ICC) investigates cases of sexual intimidation, providing both remedial action and counseling to complainants.

The BA program at our college embraces inclusivity by extending a warm welcome to transgender students, thereby creating a more inclusive and inviting environment. With excellent hostel facilities, students from diverse locations can easily access top-notch education without concerns about extensive travel. The campus is equipped with CCTV cameras and 24-hour security at the gate, ensuring safety and security.

To heighten awareness of safety among the students, the College collaborates with the Police Department to organize special lectures on the DISHA Act and the "POSH Act and Sexual Harassment at

Workplace" app. Promoting gender equity, the college arranges specialized sessions led by renowned women advocates and experts on women's issues. Regular medical camps, conducted by gynecologists and psychiatrists, focus on the overall well-being of young women, addressing both physical and mental health.

The college actively participates in observances such as National Breastfeeding Week, National Girl Child Day, and International Women's Day. Additionally, robust career counseling services are provided for final-year students, ensuring they are well-prepared for their future endeavors.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://igacsjcw.blogspot.com/p/aqar-2020.html

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

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

SJCW(A) is committed to sustainable practices on its campus. The operational biogas plant is intricately connected to the hostel kitchen, where biodegradable waste is transformed into valuable biogas for fuel. A vermicomposting facility further converts kitchen waste into plant manure for the college garden, with the Green Globe Nature Club selling the compost as a nutrient-rich fertilizer. The on-campus piggery contributes to composting using its waste, while a dedicated yard cultivates mushrooms.

To manage non-biodegradable waste, the campus is equipped with a garbage collection container facilitated by GVMC. The college has

MOUs with three distinct trash recyclers, specializing in plastic and electronic waste. Initiatives include plastic and e-waste collection campaigns, along with 'Wealth out of Waste' workshops for students. Since 2016, the 'Waste Management Club' collaborates with the Green Globe Nature Club, and the Eco Club partners with 'Suraj Krishna Greeneries' and 'Green Waves Recyclers' for environmentally friendly waste management practices.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

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

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

<p>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</p> <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5.Beyond the campus environmental promotional activities 	<p>A. Any 4 or all of the above</p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

<p>7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of</p>	<p>A. Any 4 or all of the above</p>
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reading materials, screen reading, etc.	
File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	View File
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).	
<p>SJCW(A) operates on four foundational principles: equity, access, quality, and outreach. The college attracts students from diverse backgrounds, including various regions of the country and a few international students. Through a spectrum of co-curricular and extracurricular activities, the institution actively fosters diversity, imparting knowledge about cultural, regional, linguistic, communal, and socioeconomic variations. These topics are also integrated into life skills and personality development courses.</p> <p>Students, displaying an appreciation for different religions, languages, and cultures, engage in festive celebrations on holidays, fostering religious, social, and communal harmony. Organized by the student council, campus festivals are joyously celebrated, emphasizing social and religious tolerance. This cultivates an understanding of the country's diverse cultures and contributes to the development of tolerance and peace regarding cultural, regional, linguistic, communal, economic, and other differences. Such initiatives promote inclusivity both within the college and in broader society. To celebrate the harvest holiday, the Student Council collaborates with Associations and Clubs to arrange Pookolam and Sankranthi Rangoli tournaments, embodying the festive spirit.</p>	
File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

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

The college's mission is to empower women through holistic education, emphasizing a comprehensive learning experience that goes beyond traditional curricula to include awareness of national duties and obligations. The institution is committed to educating students about their constitutional rights, values, and responsibilities.

AAZADI KA AMRIT MAHOTSAV is appropriately observed at the college, with the Indian Constitution's preamble being read aloud on the designated day. The staff and students are conscientiously informed about their constitutional responsibilities through both the curriculum and extracurricular activities.

In addition to political science majors, certain studies cover human rights and constitutional rights. The college's NSS units actively organize cleanliness campaigns in alignment with the Swachh Bharat Abhiyan, and all faculty members and students pledge to maintain a clean environment. The Political Science Department plays a significant role in organizing events and commemorating occasions such as UN Day, Independence Day, Constitution Day, and Societal Justice Day to enhance students' understanding of contemporary societal issues and challenges, particularly relevant for the younger generation.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

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

A. All of the above

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

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

SJCW(A) actively commemorates both national and international events, festivals, and special days, aiming to instill human values and foster a sense of love and harmony among students. Throughout the year, the college observes significant occasions such as Independence Day, Republic Day, Teacher's Day, International Women's Day, National Pollution Control Day, and National Girl Child Day. Various student clubs and associations take charge of celebrating the birth or death anniversaries of eminent personalities and other commemorative days in their unique ways.

Independence Day, Republic Day, Teacher's Day, and International Women's Day are collectively celebrated by the entire college community each year. Individual departments organize subject or theme-specific days and events. The NCC, NSS, and Sports Wings observe NCC Day, NSS Day, and Sports Day respectively. The personality development course 'YOGA' involves the entire college community in celebrating International Yoga Day. The Second Languages Department marks International Mother Language Day, while the Hindi Department observes International Hindi Day and Hindi Week with week-long activities. The Sanskrit Department hosts Sanskrit Week Celebrations, and the Home Science Department dedicates time to celebrating Breastfeeding Week. Maintaining a secular outlook, the college joyfully observes Indian festivals like Onam, Sankranthi, Christmas, and New Year through a variety of events.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice: I Skill Development Through SJC-SEED Centre

Brief Explanation: The Skill Enhancement & Entrepreneurship Development (SEED) Centre at St. Joseph's College focuses on honing the skills of students through various training programs. It provides a platform for skill development, fostering entrepreneurship, and preparing students for the professional world. The center offers practical, industry-relevant courses and workshops to equip students with the necessary skills and knowledge.

Through the SJC-SEED Centre, students have the opportunity to engage in experiential learning, gain practical insights, and develop a mindset geared towards entrepreneurship. The goal is to empower students with the skills required for success in diverse fields, promoting a culture of innovation and self-reliance. Overall, the SJC-SEED Centre contributes significantly to the holistic development and employability of students at St. Joseph's College.

Link to the Best Practice: I - <https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2022/12/Best-Practice-I-Seed-Centre-1.pdf>

Best Practice: II - KINDLE

Adopt a School & KINDLE The Glow

Objectives: The KINDLE initiative at St. Joseph's College For Women (Autonomous) in Visakhapatnam is designed to create awareness using the VAK (Visual, Auditory & Kinaesthetic) Model of learning, particularly among high school children. The program emphasizes 'Hands-on' Learning experiences to enhance the understanding and retention of concepts.

Link to Best Practice: II -<https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2022/12/Best-Practice-II-KINDLE-1.pdf>

File Description	Documents
Best practices in the Institutional website	https://stjosephscollegevisakhapatnam.ac.in/best-practices/
Any other relevant information	https://stjosephscollegevisakhapatnam.ac.in/best-practices/

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) has been a trailblazer in offering a Home Science program in North Coastal Andhra Pradesh since 1958. Initially starting as a Domestic Science Course at the PUC level, it evolved into an undergraduate program in 1959 and, in 2014, progressed to a postgraduate program. Presently, SJCW(A) is the exclusive institution providing MSc Home Science within the entire AU jurisdiction.

The MSc Home Science program at SJCW(A) specializes in Foods & Nutrition and Interior Design & Resource Management, aiming to equip students with the skills for 'scientific homemaking.' Since its inception, the department has been dedicated to promoting student employment and entrepreneurship through practical training and project studies.

The curriculum, at both UG (CBCS) and PG levels, is tailored to meet stakeholders' needs and align with the institution's goals of women's empowerment. Employing student-centric teaching methods and experiential learning evaluation techniques, the department actively participated in various projects, including a World Bank project on street foods, two national projects.

The Home Science department has notably fostered the creativity of aspiring entrepreneurs engaged in organic farming, retail marketing,

event management, and fashion designing. Graduates of the Home Science program have excelled as top executives and nutrition experts in diverse fields.

File Description	Documents
Appropriate link in the institutional website	https://stjosephscollegevisakhapatnam.ac.in/departments/bachelor-of-science/home-science/
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

To Introduce Degree Honors Program with Single Major as per NEP 2020 policy

To install an Elevator in the Administration Block

To go for ISO Certification for Energy Audit

To have an own SJC LMS Portal

To improvise connectivity in the campus and hostel block by making the campus Wi-Fi enabled.