



YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	St. Joseph's College For Women (Autonomous) Visakhapatnam
• Name of the Head of the institution	Dr. Sr. Shyji P. D.
• Designation	Prinicpal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	08912558346
• Alternate phone No.	9491789574
• Mobile No. (Principal)	9491789574
• Registered e-mail ID (Principal)	sjcwvizag@gmail.com
• Address	Gnanapuram Waltair R.S.
• City/Town	Visakhapatnam
• State/UT	ANDHRA PRADESH
• Pin Code	530004
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	18/07/1987
• Type of Institution	Women
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the IQAC Co-ordinator/Director	Dr. T. Bhaskara Sudha				
• Phone No.	08912558346				
• Mobile No:	9948899482				
• IQAC e-mail ID	iqac@stjosephsvizag.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2024/02/aqar-22-23.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/2024/10/ACADEMIC-CALENDAR-2023-2024.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	20/09/2018	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 Introducing Single Major Programs Screening of proposals and sanction of seed money for Research 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 conduct a week-long Bridge Course for all new entrants and stream students into slow, moderate, and advanced learners.	Week-long bridge courses were conducted by all the departments for new learners
To organize an Induction Program for the newly admitted batch of students	An induction program was organized for the newly admitted batch in the month of July 2023
To introduce single-major honors programs as per NEP 2020	Single major honors programs of BA, B.Sc, BCOM & BBA were introduced during the year 2023-2024

To encourage faculty members to use Virtual Classrooms and smart boards for teaching learning.	An orientation session was organized on the usage of smartboards in the classrooms
To permit students to conduct field projects and internships online /offline	Students were permitted to undergo online/offline internships as per their choice
To encourage faculty to create more Courses to be launched through the SJC LMS portal	Faculty were encouraged to contribute their knowledge through the SJC LMS portal designing and offering courses to students
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.	MoUs were signed between St. Joseph's College For Women (A) Visakhapatnam and other organization/industries for the benefit of students internships and faculty knowledge sharing
To prepare the preliminary work for NAAC Accreditation	NAAC's 5th cycle accreditation process was initiated. IIQA was accepted and SSR submission is in progress
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 from students on courses, students feedback on teachers, teachers feedback on courses, alumni feedback on institution, employers feedback etc. was taken analyzed and uploaded in the HEI website.
To encourage faculty & Students to participate in social outreach programs	All students and departments actively participate in social outreach programs."
To organize Academic & Cultural Fests	Academic fest Prathiba was organized by the Second Language department & Cultural Fest Excelsior 2K23 was organized in the month of November 2023
13. Was the AQAR placed before the statutory body?	Yes

<ul style="list-style-type: none"> Name of the statutory body 	
Name of the statutory body	Date of meeting(s)
Governing Body	06/12/2023
14. Was the institutional data submitted to AISHE ?	Yes
<ul style="list-style-type: none"> Year 	
Year	Date of Submission
2022-23	20/03/2024
15. Multidisciplinary / interdisciplinary	
<p>St. Joseph's College for Women (Autonomous) has implemented the New Education Policy (NEP) since 2020-21, per APSCHE guidelines. The curriculum includes interdisciplinary and multidisciplinary courses spanning science, humanities, commerce, and management, with offerings in Life Skills Courses (LSC) and Skill Development Courses (SDC). Interdisciplinary Topics: Human Values, Professional Ethics, and Indian Culture Basic Computer Applications and Information Technology Entrepreneurship Development and Business Communication Tourism Guidance and Public Relations Insurance Promotion and Logistics Management Solar Energy, Electrical Appliances, and Environmental Education Analytical Skills, Health and Hygiene, and Leadership Development Food Adulteration, Dairy Techniques, and Fruit Preservation Research Methodology and Environmental Audits Shared courses exist between disciplines, such as economics for BA (EEP) and BSc (MECS) and computer science for BCom and BSc (MPCS). Additionally, 17 value-added courses focus on Capacity Building, Personality Development, and Banking, Finance, and Insurance certifications. Every undergraduate student undergoes the Personal Transformation Programme (PTP), Value Development Programme (VDP), community internships, and skill-based projects. Final-year students complete internships or NSDC Level 5 courses, ensuring holistic academic and professional development.</p>	
16. Academic bank of credits (ABC):	
<p>St. Joseph's College for Women (Autonomous) joined the UGC's Academic Bank of Credits initiative in September 2021. The college</p>	

has uploaded the results of the two most recent batches to the portal, enabling students to access and download their certificates via DIGILOCKER. Efforts are underway to upload performance details of earlier batches as well.

17.Skill development:

Since its inception in 1958, St. Joseph's College for Women (Autonomous) has upheld its motto of "Women Empowerment through Holistic Education." This vision is achieved through a robust curriculum, learner-centric teaching methods, and supportive student programs. A key initiative is the establishment of the St. Joseph's Employability and Entrepreneurship Development (SEED) Centre, which collaborates with organizations such as APSSDC, JSS, NAANDI, and SDIs to deliver skill-oriented courses and workshops. 25 Value-Added Courses A 30-hour Employability Skill Development Training Program A 30-hour Banking, Financial Services, and Insurance course The SEED Centre also coordinated: A 180-hour community internship post-II Semester A 180-hour skill internship post-IV Semester A semester-long industrial internship for final-year students These internships occurred across industries, MNCs, research labs, schools, hospitals, and NGOs. All students submitted reports, which were evaluated and graded. Additionally, the SEED Centre facilitated a campus placement drive in partnership with APSSDC and signed MOUs with organizations like BAJAJ Fin, SYNCHROSERVE, and DATAPRO. These collaborations secured internships, on-the-job training, and placements for students. Students are actively involved in skill development through various in-house initiatives: Learn-Make-Earn Course: Producing and selling products for profit Journalism and Mass Communication: Contributing to the college newsletter, reporting events, and creating media content Event Management: Organizing college events Baking and Confectionery: Preparing and selling bakery items BBA and BCOM: Hosting fests to raise charity funds Waste Management Club: Conducting workshops on eco-friendly crafts Psychology Students: Assisting professional counselors English Literature Students: Engaging in part-time teaching These diverse activities reflect the college's commitment to holistic education, skill development, and real-world preparedness.

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

The Indian Knowledge System is integrated into the curriculum through various initiatives: General Education Course: A mandatory course, Indian Culture and Science, introduces topics such as Unity in Diversity. Sanskrit Curriculum: Undergraduate students study epics (ithihaasas), dramas inspired by anecdotes, poems from

Shatakas, values from Panchatantra and Hitopadesha, and excerpts from the Ashtadasha Puranas during the first three semesters. Hindi Curriculum: Highlights include the literary works of Tulsidas, Kabir Das, and Mira Bai. Vedic Mathematics: Taught to members of the Analytical Science Association, who share this knowledge with school students through outreach programs. Students also create and donate Vedic mathematics charts to schools for easy access and awareness. Traditional Textiles: Covered in the Textile Design course under Home Science. Traditional floor decorations like pookolam, rangoli, muggu, and alpna are practiced. Handloom Day: Celebrated by the Home Science department to honor India's rich handloom heritage. Workshops: Sessions on preparing traditional Indian sweets emphasize the relevance of traditional cuisine. Medicinal Garden: Botany students cultivate medicinal plants to understand their role in Ayurveda. These initiatives blend traditional knowledge with modern education, fostering cultural awareness and heritage appreciation among students.

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 implemented Outcome-Based Education (OBE) within the Choice-Based Credit System (CBCS) framework. Both undergraduate (UG) and postgraduate (PG) programs are designed with clear objectives and outcomes, extending beyond coursework to include projects, internships, on-the-job training, and skill development courses. These outcomes are structured following Bloom's Taxonomy. The college shares Course Outcomes, Programme Specific Outcomes, and Programme Outcomes on its official website and communicates them to stakeholders before course commencement. Program Outcomes are also prominently displayed on campus. Curriculum delivery and outcome mapping align with these objectives to ensure effective implementation. Stakeholder feedback plays a crucial role in developing new courses, enabling the institution to incorporate relevant objectives and outcomes. Regular reviews and updates ensure Programme Outcomes remain current and responsive to educational and industry demands. Student achievement of expected outcomes is assessed through both formative and summative methods. Results are calibrated on relative and absolute scales, with detailed tabulations for evaluation. If outcomes are not met, the college promptly implements corrective measures to support student success. This continuous process reflects the institution's commitment to holistic and goal-oriented education.

20.Distance education/online education:

St. Joseph's College for Women (Autonomous) has developed its

proprietary Learning Management System (LMS), SOWeLEARN, offering complimentary St. Joseph's Massive Open Online Courses (SMOOCs). The platform utilizes a four-quadrant approach to present lesson content, leading to significant student enrollment and successful course completions. 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 2023-2024. 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	23
Number of programmes offered during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1	1280
Total number of students during the year:	

File Description	Documents
Institutional data in Prescribed format	View File

2.2	447
Number of outgoing / final year students during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3	447
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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	528	
Number of courses in all programmes during the year:		
File Description	Documents	
Institutional Data in Prescribed Format	View File	
3.2	81	
Number of full-time teachers during the year:		
File Description	Documents	
Institutional Data in Prescribed Format	View File	
3.3	81	
Number of sanctioned posts for the year:		
4.Institution		
4.1	344	
Number of seats earmarked for reserved categories as per GOI/State Government during the year:		
4.2	49	
Total number of Classrooms and Seminar halls		
4.3	450	
Total number of computers on campus for academic purposes		
4.4	381.88	
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 curriculum, introduced at St. Joseph's College for Women (Autonomous) during the 2023-2024 academic year, addresses local, regional, national, and global developmental needs. By leveraging the benefits of autonomy and aligning with the UN 2030 Agenda, the New Education Policy (NEP) of the Government of India, and the APSCHE framework, the institution has restructured its curriculum with a strong emphasis on local relevance.

The Program Outcomes (POs) and Program Specific Outcomes (PSOs) have been thoughtfully customized based on recommendations from the Board of Studies (BOS) and the Academic Council, as well as feedback from academia, industry experts, and alumnae.

The revamped curriculum focuses on fostering both domain knowledge and practical skills. The undergraduate level is organized into single major domains, offering students the flexibility to choose from a wide range of discipline-specific courses tailored to their programs. In 2023-2024, two discipline-specific Skill Elective Courses were conducted for each major domain in the final year.

To provide hands-on experience, first- and second-year students complete community and skill-based internships totaling 180 hours each. Final-year students participate in semester-long internships. Additionally, undergraduate students are required to complete one Add-on course, one Personality Development course, and one Value-Added course.

For postgraduate students, the curriculum includes a research-based project and the completion of two MOOC courses. This holistic and structured approach ensures a comprehensive, well-rounded educational experience for students at 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****155**

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 integrates cross-cutting themes such as Human Values and Professional Ethics, Gender Equality, and Environmental Sustainability into its curriculum. Numerous undergraduate (UG) and postgraduate (PG) courses are designed to address these critical issues, fostering awareness and action among students. These courses include case studies on gender roles and actively promote sustainable and eco-friendly practices.

Collaborative programs like Vanam Manam, Swachh Bharat, and Open Defecation Free (ODF) initiatives, in association with local, state, and central governments as well as UNICEF, aim to create a cleaner and greener environment. The Green Chemistry course equips students with knowledge of eco-friendly chemical practices, while courses on Renewable Energy and Solar Energy focus on energy conservation. Other offerings include topics like biodiversity conservation, environmental hazards, the economic importance of bacteria, and wildlife preservation. Gender-related subjects explore themes such as workplace conflicts, women writers, residential space design, work-life balance, gender equality, and food security. These courses also highlight the pivotal roles of women and families in addressing

societal challenges.

A mandatory value development course as part of the Life Skills and Competency (LSC) curriculum. In addition, unique initiatives such as the Personal Transformation Programme have been made compulsory for all UG students, aiming to instill personal growth and ethical development.

The one-semester Environmental Studies course provides a comprehensive understanding of environmental issues and sustainable practices. Furthermore, student-driven clubs like the Green Globe Nature Club, Eco Club, and Waste Management Club actively contribute to environmental conservation efforts on campus, encouraging responsible behavior and ecological mindfulness.

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

2088

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	
586	
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/feedback202324/
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/feedback202324/
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**387**

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 assesses students' learning levels and implements customized programs to address the needs of both slower and advanced learners. The following strategies are employed to evaluate student learning and support their academic growth, ensuring comprehensive development:

- 1. Entry-Level Assessment and Bridge Course:** An initial survey is conducted for new students, followed by a one-week bridge course aimed at bridging the gap between their prior academic background and current class requirements. The course concludes with a placement test that categorizes students into Slow, Moderate, and Advanced learners.
- 2. Support for Slow Learners:** Various interventions are implemented to aid slow learners, including academic mentoring, remedial teaching, peer-led instruction, tutorial classes, provision of study materials, and pairing them with advanced learners for peer tutoring. These measures collectively foster the academic growth of slow learners.
- 3. Opportunities for Advanced Learners:** Advanced learners are

provided with enriching opportunities such as engaging in self-directed projects, leading group tasks and seminars, participating in national-level seminars, collaborating with senior faculty on research, and presenting papers at conferences. Additionally, they are encouraged to contribute to the creation, editing, and publication of in-house newsletters or magazines, further enhancing their academic capabilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2024/07/2.2.1.pdf

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/12/2023	1280	81

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 (A), the teaching-learning process is student-focused, employing innovative, student-centric methods to foster independent learning. ICT-enabled tools and online resources are integrated to enhance teaching efficacy.

Experiential Learning: The curriculum emphasizes practical application alongside theoretical knowledge, fostering active learning, critical thinking, and real-world problem-solving. A semester-long internship bridges academia and industry, while research projects encourage students to address real-time issues and publish their findings. Participation in workshops, club activities,

field visits, and study tours enhances leadership skills and provides practical exposure.

Participative Learning: Collaborative learning is promoted through group discussions, presentations, and club activities. Self-directed learning is supported via online platforms like Swayam NPTEL, edX, and Coursera, with additional credits awarded for course completion. Students also gain organizational experience by actively engaging in departmental activities, conferences, mock parliaments, exhibits, and cultural events.

Problem-Solving Methodologies: Students are trained to think critically and apply knowledge to practical scenarios through activities like brainstorming, case studies, team building, and role play. These approaches ensure students develop analytical and problem-solving skills, enhancing their overall learning experience.

This dynamic approach ensures holistic development, preparing students for academic and professional success

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2024/07/2.3.1.pdf

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

Teachers at the institution effectively use ICT-enabled tools and online resources to enhance the teaching-learning process. The campus is equipped with high-speed Wi-Fi (100 GB), and classrooms and computer labs feature ICT infrastructure to support modern teaching methods.

Faculty leverage a variety of ICT tools to improve education quality. Google Classroom is used for managing lesson content in a four-quadrant style and facilitating assignment submissions. Simulated experiments are conducted through Open Virtual Labs, while tools like ChemDraw and JAM Board enhance interactive teaching. For statistical analysis, SPSS is employed, and animations enrich PowerPoint presentations to make lessons more engaging.

The institution also utilizes facilities like the Media Lab, Screencastify, and OBS Studio to create high-quality video lectures, which are shared on relevant platforms. Online quizzes and polls are frequently conducted to maintain student engagement. Mathematics teachers incorporate tools like Mathelab and R programming into their instruction.

Faculty members actively contribute to content development through APCCE and APSCHE, creating YouTube videos, virtual dissection experiments, animated presentations, and educational tools. Platforms like EPG Pathshala and NPTEL are also extensively used. Additionally, tools such as Presentation Tube and Teach Mint support online teaching, reflecting the institution's commitment to innovative and effective pedagogy.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://sjcwlms.stjosephscollegevisakhapatnam.ac.in/
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

65

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, prepares the Academic Calendar annually in March. This calendar, uploaded to the college website, serves as a guide for all academic activities and is followed unless disrupted by unforeseen events like natural calamities. Teachers and students are provided with personalized Handbooks containing the Academic Calendar, which includes dates for

instruction, holidays, key events, and schedules for Mid-Semester Exams (MSEs) and End-Semester Exams (ESEs).

In alignment with the APCCE format, teachers develop course-specific Curricular Plans and Chapter-wise Teaching Plans based on the Academic Calendar. Semester-wise Curricular Plans are meticulously designed and implemented, with IQAC monitoring deviations. These Teaching Plans detail methods, tools, activities, resources, and evaluation strategies for each topic. Course outlines and teaching plans are shared with students and stored in the respective departments.

The Academic Audit Committee ensures adherence to the Academic Calendar and Teaching Plans. Curricular and Teaching Plans are validated by the Head of the Department. To document their teaching activities, all teachers maintain a Teaching Diary, promoting transparency and accountability in the teaching-learning process.

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

81

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

41

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)

81

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

13

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

6

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

Examination Procedures The college employs a semester-based examination system with continuous evaluation comprising Continuous Assessment (CA) and End-Semester Examination (ESE) in a 40:60 ratio. CA includes two mid-semester exams (15 marks each), an accessory assessment (5 marks), and 5 marks for full attendance. ESE, conducted for 60 marks, requires a minimum of 40% to pass, with at least 40% in ESE. A 10-point credit and grading system is followed, and students can apply for revaluation. ESE results are declared within 15 days, and the college issues secure mark lists, while Andhra University provides the degree certificates. A Grievance Redressal Committee addresses exam-related concerns, and credits are uploaded to the Academic Bank of Credits via NAD DigiLocker.

Integration of IT The Examination Cell employs a computerized Examination Management System (EMS) for secure and efficient exam processes, including fee payment, hall ticket generation, and result publication. Barcoded OMR answer scripts are used, and results are published online. Surveillance systems ensure vigilance, and QR-coded mark memos prevent tampering. Virtual meetings and digital communication platforms disseminate exam-related information. Innovative methods, such as online quizzes and projects, are used for accessory assessments, with attendance tracked via EZ School software.

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

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

Program Outcomes (POs) and Graduate Attributes Program Outcomes (POs) and Graduate Attributes are developed collaboratively by the Principal, Vice Principal, and Heads of Departments, aligning with the institution's vision and mission. POs define the knowledge, skills, and values students are expected to acquire upon completing their program. Program Specific Outcomes (PSOs) and Course Outcomes (COs) are designed by course coordinators following Bloom's Taxonomy. PSOs outline specific competencies graduates should achieve by program completion.

The college conducts Faculty Development Programs on Outcome-Based Education to equip faculty with skills for designing, mapping, and achieving learning outcomes. New faculty members receive orientation on CO-PO mapping and assessment approaches from IQAC.

Communication to Stakeholders POs, PSOs, COs, and Graduate Attributes are shared through the college website, social media, departmental files, notice boards, labs, classrooms, and syllabus books available in the Examination Cell and library. They are also presented to students and parents during orientation sessions.

Alignment with Assessment COs are mapped to POs using three correlation levels: high, medium, and low. Faculty prepare detailed lesson plans and employ pedagogies, while HOD 's monitor student performance through assignments, projects, quizzes, practicals, and exams.

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/2024/12/co-po-pso.pdf

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

The alignment of POs, PSOs, and COs with the assessment process involves systematic mapping and evaluation. Course coordinators map the COs of each course to the POs with three levels of correlation: high, medium, and low. Faculty members develop lecture-wise course

lesson plans and utilize various pedagogical tools to achieve the defined course outcomes. Heads of departments monitor student performance through diverse assessments, including assignments, quizzes, projects, practicals, and exams.

CO attainment is evaluated using both direct and indirect methods. Direct assessments include assignments, quizzes, and mid-semester exams, with questions aligned to COs to evaluate students' understanding. Marks obtained by students for each question in internal exams are recorded for outcome analysis. Indirect assessment involves a course-end survey conducted at the semester's conclusion. CO attainment is calculated by assigning 80% weight to direct assessment and 20% to indirect assessment.

The PO/PSO attainment is determined by computing the weighted average of CO attainment and PO/PSO mapping. Departments establish attainment targets for POs/PSOs based on the performance of previous batches but retain flexibility in setting these targets. Gaps between actual and target attainments are identified, and follow-up actions are implemented. Employer and alumni feedback is collected for the adequacy of acquired knowledge

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2024/12/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

447

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/2024/10/ANNUAL-REPORT-2023-2024.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/2024/12/SSS.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-structured research promotion policy that is accessible on its website. It boasts 23 research guides recognized by Andhra University, actively mentoring students in their research pursuits. A fully equipped science laboratory, regularly updated to meet academic requirements, serves as a center for student-led research and part-time faculty projects.

Two faculty members established a dedicated research lab within the college, supported by a UGC grant for Minor Research Projects (MRP). The college's research committee promotes research activities by providing seed money, with four faculty members currently conducting projects funded by the institution. The college offers cash incentives to encourage quality research and publications and supports faculty in attending workshops, conferences, and presenting papers.

A workshop on IPR was conducted for students, alongside a Research Methodology workshop for all PG students. The college provides essential resources to facilitate research and development, including computers with internet access, photocopying services,

printers, and a well-stocked library. These initiatives underscore the institution's commitment to fostering a robust research culture.

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/2024/06/Research-Ethics.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)

1,03,049

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)

45,47,854

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

01

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

24

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

01

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	Nil
Any additional information	View File

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 cultivates a supportive environment for innovation, knowledge transfer, and entrepreneurship development through its SEED center, established in partnership with APSSDC, JSS, and SDIs. Launched in August 2021, the center aims to inspire creativity and entrepreneurial spirit among students, guided by the motto "Kindle the light within." The SEED center organizes awareness campaigns, identifies budding innovators and entrepreneurs, conducts skill-enhancement programs, and provides essential facilities to nurture their potential.

Complementing the SEED center, the college's Alumni Association inaugurated an 'Entrepreneurship Development Centre.' This platform enables students and others to produce and market their creations. In the academic year 2023-24, a 30-hour SEED course titled 'Learn-Make-Earn' was conducted. Under the brand name DOCTOR, students manufactured and sold products such as sanitizers, candles, phenyl, floor cleaning liquid, and washing powder through C-MART, a store established within the college.

The campus also hosts various innovative projects, including a

vermicompost production unit, a mushroom cultivation yard, and a nursery for ornamental plants. Students engage in creating and selling customized jewelry, cakes, and confectionery. Aspiring entrepreneurs showcase and sell food items, decorative pieces, dolls, home utility products, and paper crafts 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

14

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

A. All of the above

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

5

File Description	Documents
URL to the research page on HEI website	https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2024/06/Research-Ethics.pdf
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

88

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

68

File Description	Documents
Upload any additional information	View File
Paste link for additional information	stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2024/07/3.4.4.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed**3.4.5.1 - Total number of Citations in Scopus during the year**

9

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)

6,06,579

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

0

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

3.6 - Extension Activities

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

Student volunteers at the college actively engage in extension activities aimed at personality development through community service, guided by the motto "Not me, but you." In collaboration with organizations such as UNICEF, IRC, NSS, RRC, APSACS, GVMC, APCCE, and AU, their efforts during 2022-23 included initiatives like Swachh Bharat, Coastal Cleanup, Plantation drives, PINKATHON, Blood donation camps, the ODF campaign, Har Ghar Tiranga, Vigilance Awareness Week, Road Safety programs, and advocacy against single-use plastic. They also distributed deworming tablets in two adopted slums, now declared open-defecation-free.

These programs have raised awareness and inspired students to become agents of social change. Their intensive efforts in neighborhood communities have brought tangible improvements, benefiting the residents. Awareness sessions on welfare schemes, menstrual hygiene, yoga, personality development, and electoral literacy were conducted for volunteers, who subsequently shared this knowledge with their communities. Campaigns addressing social issues like dowry, child abuse, child labor, and awareness about good and bad touch, along with nutrition advocacy through millet, were also organized.

The college's Reduce, Reuse, Recycle Club and Green Globe Nature Club significantly promote a clean, green, and sustainable environment through diverse eco-friendly initiatives.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2024/07/3.6.1.pdf

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

4

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

38

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

1374

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

444

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)

25

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 boasts ample physical and infrastructural facilities to support effective teaching and learning within its expansive 7-acre campus. It features 44 classrooms, including 26 ICT-enabled resources, alongside 28 well-equipped laboratories and three seminar halls.

The library, spanning 5,872 square feet across two floors, is fully air-conditioned and includes cybercafé and reprographic services. Students have remote access to NPTEL subscriptions, providing a wealth of e-books, e-journals, e-magazines, and research papers.

The campus also houses four air-conditioned computer labs with internet and LAN connectivity, ensuring a student-to-computer ratio of less than 1:10. Additional facilities include a language lab, a media lab equipped with a Lecture Capturing System, a textiles lab featuring both conventional and advanced sewing machines, and a nutrition lab designed for cooking and baking activities.

Specialized resources include a well-curated Zoology Museum and an Instrumentation Lab dedicated to chemical analysis. The Sow-e-Learn LMS of the college contributes to new courses for the students designed by the faculty.

Furthermore, the college hosts an Entrepreneurship Development Center fostering innovation and entrepreneurial skills among students.

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 extensive facilities for sports, yoga, and cultural activities, fostering an environment for holistic development.

The sports ground, spanning 41,430 sq. ft., accommodates activities such as Throwball, Netball, Basketball tournaments, exhibition matches, and selection camps. Strategically placed Kho-Kho and Kabaddi courts add to the outdoor sports infrastructure. An indoor facility of 603 sq. ft. houses equipment for Table Tennis (two tables), Handball, Volleyball, movable poles, hurdles, Basketball, fiberboards, a victory stand, high jump poles, and floodlights.

The gymnasium is fully equipped for comprehensive fitness training, featuring two treadmills, an air bike, three exercise cycles, a leg press, bench press, butterfly press, bust press, hand press, twisters, skipping ropes, a pull-up bar, a height scale, and a weight scale. Additionally, the college offers a 2-credit Yoga course, with regular classes conducted on the college grounds and in front of the Yoga Hall.

For cultural activities, the college features an indoor auditorium with a seating capacity of 450, an open-air stage measuring 36 ft x 33 ft that can accommodate 2,500 viewers, a sheltered multipurpose hall with a capacity of 400, and a sheltered stage measuring 33 ft x 29 ft. These venues host annual functions, including Inaugural and Valedictory ceremonies as well as intercollegiate fests. The events

are supported by 17 microphones and six amplifiers to ensure high-quality audio for assemblies and other programs.

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

42

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)

95,02,696

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

4.2 - Library as a Learning Resource

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

St. Joseph's College Library is centrally air-conditioned, spans two floors (5872 sq. ft.), and is a vital academic resource center. Its vast collection comprises 32,465 books, 551 journals, 501 CDs, and 624 back volumes.

As a member of NDLI, a subscriber to NLIST, and an NPTEL local chapter, the library provides extensive access to digital materials. Partially automated with the integrated library management software SOUL 3.0, it efficiently manages tasks such as data entry, issuing and renewing books, and handling member accounts.

The library organizes its resources using the Dewey Decimal Classification system and incorporates a barcode mechanism for both books and user identification. An Online Public Access Catalogue (OPAC) is available, and students receive orientation sessions at the beginning of the academic year.

Additional facilities include reprographic and internet services, with a Cyber Cafe equipped with 16 systems offering 3 Mbps connectivity. Foot traffic is monitored via a Tripod turnstile, while high-speed internet and Wi-Fi ensure seamless access 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)**6,47,000**

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****334**

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 demonstrates a strong commitment to IT infrastructure, guided by a clearly outlined IT policy available on the website. Sufficient budget allocations ensure the consistent modernization of facilities, fostering an excellent learning environment. The Wi-Fi-enabled campus provides uninterrupted connectivity, while digital classrooms equipped with LCD projectors, smart boards, and screens enrich the teaching-learning experience.

A Virtual Classroom with a Lecture Capturing System enhances academic delivery, and intercom facilities ensure seamless communication between classrooms and laboratories. High-speed internet is supported by two 100 Mbps Excell broadband connections with unlimited downloads, complemented by 20 modems, data cards, and strategically placed routers for optimal signal strength.

The EZ School system facilitates LAN-based attendance tracking. The college offers 302 computers supported by seven servers with UPS

backups, and the media lab is dedicated to e-content creation, ensuring software updates align with curriculum requirements. Library operations, including book borrowing, are fully digitized, and the regularly updated college website provides information on events, examinations, and holidays.

Bulk messaging through corp.anvithasoft.com enables efficient communication, and plagiarism detection software upholds 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
1280	450

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

A. All four of the above

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

2,06,67,603.00

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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 follows well-structured procedures to maintain physical, academic, and support facilities, ensuring efficient use. Standard Operating Procedures (SOPs) are displayed near equipment, with logbooks provided to monitor usage. Clear instructions are placed at all facilities, while library usage guidelines are detailed in the College handbook.

A team of skilled lab assistants handles minor repairs, while major equipment is maintained under Annual Maintenance Contracts (AMCs), covering regular, preventive, and corrective upkeep. Hygiene is prioritized with the installation of a sanitary napkin incinerator for proper disposal. Water tanks and solar panels are cleaned thrice weekly, and water purifiers undergo scale removal and filter replacement under manufacturer guidelines.

Repair complaints are systematically recorded in registers, with priority given based on urgency, and completed work is documented separately. In the chemistry lab, distilled water plants are maintained following established washing protocols, supervised by lab assistants and covered by AMCs. Repairs to classroom furniture

and infrastructure are carried out during summer vacations, while significant construction and maintenance projects are planned based on PEC recommendations.

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

145

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

445

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2024/05/finalclgactivity_compressed.pdf
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

496

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

34

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

178

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

168

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

8

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) fosters active student engagement by encouraging their involvement in both academic and administrative roles. Central to this effort is the Student Council, which is composed of representatives nominated from all academic levels and operates under a clearly defined Charter. The Council is responsible for organizing a wide range of activities, including intra- and intercollegiate events, cultural programs, discipline management, medical camps, and more. It also plays a vital role in coordinating activities of various associations and clubs, managing competitions, and maintaining a ragging-free campus environment.

The College recognizes and celebrates leadership and excellence through awards such as 'Student of the Year' and other Leadership Awards conferred upon Student Council leaders. Additionally, the Principal and Heads of Departments nominate student representatives to serve on key 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. These representatives actively contribute by attending meetings and offering valuable feedback to enhance the functioning of these committees.

During the academic year 2023-24, the Student Council successfully

organized 11 internal and 10 external activities, including the celebration of special days in partnership with external agencies, associations, and campus clubs. Notably, students also hosted the city-level cultural fest, EXCELSIOR 2K23.

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

8

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

Annual Alumni Reunion: A Celebration of Gratitude and Inspiration: Every December, SJCW hosts its cherished Alumni Reunion on the third Saturday. During these heartwarming gatherings, alumnae from various batches come together to relive their college memories, express deep gratitude, and swell with pride for their beloved Alma Mater. They are powerful platforms where illustrious alumnae connect with current students, sharing their remarkable journeys, insights, and wisdom.

Alumni as Faculty: Nurturing Excellence and Giving Back to Alma Mater: At St. Joseph's College for Women (SJCW), our esteemed alumni don't merely reminisce about their college days; they actively contribute to the institution's growth. By serving as faculty members, they infuse their expertise, passion, and commitment into shaping the next generation of students. Their dual role—both as educators and proud alumnae—enhances the quality of education and perpetuates the spirit of giving back to their beloved alma mater

Alumni Association Initiatives: Demonstrating a commitment to student welfare, the Alumni Association has installed LED poles, cement benches, a 500-liter solar water heater in the hostel, and awnings near the canteen. Additionally, the association established an Entrepreneurship Development Cell, contributing to the holistic development of the institution.

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

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) stands as a pillar of women's empowerment, a legacy built on the visionary act of the Sisters of St. Joseph of Annecy. Recognizing the profound need for higher education for women in Visakhapatnam, they established the college in 1958. Since then, St. Joseph's has become synonymous with excellence in academics and fostering leadership qualities, social responsibility, and a vibrant extracurricular activity. This remarkable achievement stems from the college's exceptional institutional governance and leadership practices, all meticulously aligned with its core vision and mission.

Under the Principal's guidance, the college leadership fosters a collaborative environment. Policy statements and action plans are the product of thoughtful discussions within the College Academic Committee. This committee, comprising the Vice Principal, Controller of Examinations, Heads of Departments, and senior faculty, ensures a

diverse range of present and future perspectives. The formulated plans are then translated into action by dedicated functional committees. The Principal, through regular meetings, closely monitors progress and review outcomes. This commitment to continuous improvement is further strengthened by the Academic Council and Governing Body, the college's apex decision-making body. Feedback and suggestions provided by these esteemed members are actively incorporated, ensuring St. Joseph's College for Women (Autonomous) remains at the forefront of women's education, consistently evolving to empower future generations.

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

St. Joseph's College for Women (Autonomous) is committed to empowering women through holistic education. This mission is actualized through a decentralized and participative management framework that actively involves faculty, ministerial staff, and students at all levels. The institution's well-defined organizational structure, comprising various committees and bodies, operates dynamically under the Internal Quality Assurance Cell (IQAC) to ensure continuous improvement and relevance in the academic curriculum.

The curriculum review and redesign process exemplifies this alignment. Guided by the college's vision and core values, the process begins with a comprehensive needs analysis, followed by consultations with experienced subject experts. Stakeholder feedback from academic professionals, employers, students, teachers, and alumni is meticulously reviewed. Departments conduct annual analyses of needs and feedback reports, identifying areas for enhancement and proposing curriculum modifications.

Workshops are conducted to guide the identification of new programs and the restructuring of courses, ensuring they remain relevant and impactful. Proposed changes are rigorously reviewed by the

Departmental Board of Studies (BOS), which includes academic experts, industry professionals, and alumni. Once approved, the proposals are ratified by the Academic Council and subsequently implemented in the following academic year.

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/ #

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) adopts a well-rounded strategic framework to guide its development and operations. A comprehensive perspective plan, addressing both short- and long-term objectives, is accessible via the college website and reviewed periodically during Governing Body meetings. Representatives from various stakeholders actively engage in shaping, implementing, and assessing the plan to ensure its relevance and effectiveness.

The strategic plan is finalized by the Management, while the Planning and Evaluation Committee (PEC) focuses on infrastructure growth and major equipment procurement, which are carried out by the college administration. The IQAC, leveraging inputs from departments and the PEC, formulates the Annual Institutional Plan (AIP) and oversees its implementation and evaluation.

Academic planning is coordinated through the Academic Council, Boards of Studies, and individual academic departments. These entities play a pivotal role in curriculum design, teaching strategies, and evaluation processes. Feedback from students and other stakeholders is systematically gathered and analyzed to inform continuous improvement efforts.

The Training and Placement Cell designs initiatives to prepare students for career opportunities, while outreach programs, aligned with the institution's missionary objectives, are executed through the College Society and NSS. This integrated approach fosters

holistic development and supports the institution's commitment to excellence.

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/2024/06/Strategic-Plan2023-verified.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), a Catholic Minority Institution recognized under 2f and 12B, operates with a robust and inclusive organizational structure. At the helm are the Governing Body, which includes government appointees, senior faculty, and selected members, alongside the Board of Management comprising representatives from the Congregation, both serving as the institution's highest statutory authorities.

Administrative leadership is managed by the Correspondent, Principal, and Vice-Principal, who ensure the smooth and efficient operation of the college. Supporting this leadership, the Staff Council—comprising Department Heads and senior academic and administrative members—plays a key role in shaping strategic decisions.

Clear roles and responsibilities are outlined for all academic and administrative bodies, fostering efficient governance. The Principal, as the chief administrator, collaborates with the Academic Council (AC) and Planning and Evaluation Committee (PEC) to drive reforms. Each department's Board of Studies (BOS), chaired by its Head of Department (HOD), proposes academic changes, which are subsequently monitored by the Examinations Cell and IQAC to ensure effective implementation.

Recruitment processes are guided by the institution's Catholic Minority status, with transparent policies regarding hiring, service conditions, and promotions publicly accessible on the college website. A comprehensive grievance redressal mechanism addresses the concerns of staff and students, while the Internal Complaints Cell

works to maintain a secure, ragging-free campus environment. The continued success of the college is a testament to the effective functioning and coordination of its various governing and operational bodies

File Description	Documents
Paste link to Organogram on the institution webpage	https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2022/01/ORGANOGRAM-OF-SJC-converted_page-0001-2.jpg
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) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

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

St. Joseph's College for Women (Autonomous) upholds a structured and equitable performance appraisal system for teaching and non-teaching staff, fostering growth and departmental success. Regular feedback is obtained through interactions with the Principal, Vice-Principal, HoDs, and Office Superintendent. Teaching staff are evaluated on classroom practices and pedagogical proficiency, while non-teaching staff undergo role-specific assessments. Faculty appraisals incorporate research contributions and community engagement, with student surveys influencing annual evaluations. Exceptional

performance is recognized through monetary and non-monetary rewards, promoting personal and professional development.

Statutory welfare measures include EPF contributions (12.5%), ESIC health coverage (3.25%), and medical and maternity leave for eligible staff. Additional benefits for aided staff align with Central and AP State Government norms. Infrastructure-based facilities include a subsidized canteen, crèche, RO water, hygiene provisions, fitness amenities, and emergency services. Fee concessions and leave benefits, such as marriage leave and flexible arrangements for nursing mothers, further support staff well-being. Financial assistance, interest-free loans, and bonuses demonstrate care during critical times.

Career progression is encouraged through faculty development programs, research seed funding, and conference support. Workshops on intellectual property rights and onboarding programs for new recruits enhance academic and administrative excellence. These initiatives ensure a supportive, growth-oriented environment.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2024/12/6.3.1-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

79

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

8

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.)

89

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, the college undergoes an annual external audit by a registered auditing firm. Audited Utilization Certificates are consistently submitted to various state and central authorities to ensure transparency and compliance.

The institution's financial operations are thoroughly reviewed by the Governing Body, which scrutinizes income and expenditure patterns. This comprehensive review results in actionable recommendations for implementation in the subsequent financial year. The college utilizes custom ERP software to manage finances and transactions efficiently.

While the college actively undertakes internal audits, the AG Office schedules external audits by government agencies independently, beyond the institution's control.

The Finance Committee, chaired by the Principal, plays a key role in financial planning, budgeting, and expenditure review. The committee comprises the Office Superintendent (serving as the Finance Officer), the vice principal, and a senior faculty member. Meeting twice a year, the committee evaluates the previous financial year's expenditures and proposes budgets for the upcoming year.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjosephscollegevisakhapatnam.ac.in/wp-content/uploads/2024/12/6.4.1-External-Audit-report.pdf

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

25,02,992

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

In St. Joseph's College for Women (Autonomous), the fund mobilization follows a non-commercial approach, focusing on academic, developmental, maintenance, and outreach initiatives. The primary source of revenue is the annual fee, collected by APHERMC guidelines for tuition and other charges. Additional income is generated through self-financing courses, international student admissions, leasing college infrastructure for skill training and competitive exams, fundraising events, philanthropic contributions, interest on fixed deposits, CSR funds, and alumnae support.

The institution ensures optimal utilization of resources, prioritizing staff salaries and mandatory recurring expenses. Budgetary allocations adhere to prevailing policies, with student support taking precedence. Academic and administrative heads compile

requirements by categorizing them into 'needs' and 'wants,' with essential 'needs' always prioritized. Particular emphasis is placed on teaching and learning-related needs to ensure the efficient use of financial resources.

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

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell (IQAC) at St. Joseph's College for Women (Autonomous), established in 2005, has been instrumental in institutionalizing quality assurance strategies. In 2023-2024, the institution underwent an Academic Audit and Assessment (AAA) conducted by an expert team, earning an excellent grade (A) and successfully implementing the provided recommendations.

Key achievements during this period include obtaining ISO 14001:2015 Certification, introducing a 4-year Honours program with Single major, and appearing twice on the 'Top Ten Users of NLIST Resources' list. The college is also registered with the Academic Bank of Credits. 22 faculty members were recognized as Research Guides. Offering community-based, short-term, and long-term skill internships for undergraduates is an important growth of IQAC. Postgraduate students participated in SWAYAM MOOCs and undertook a research project. Additionally, an internal green audit was conducted, multiple MOUs with other institutions were established, and insurance coverage was extended to all students.

Further milestones include implementing SOUL 3.0 for library management, conducting capacity-building courses and resource talks, obtaining 80G certification for alumni fund contributions, receiving the AP State Best Teacher Award, securing faculty patents, and launching student skill-upgradation programs. These initiatives underscore the institution's commitment to continuous quality 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 evaluates the teaching-learning process and outcomes using a structured monitoring and feedback system. Its Plan of Action (POA) outlines strategies for consistent progress throughout the year. Guided by the IQAC, teachers prepare semester-wise Curricular Plans and detailed chapter-wise Teaching Plans for their courses, with the implementation closely monitored.

Peer Evaluation, managed by the IQAC, involves senior faculty reviewing the innovative methods employed by junior colleagues. This process includes oral and written feedback, enabling follow-up actions. To assess courses, instructors, and the overall teaching-learning approach, the IQAC uses a standardized questionnaire. Students contribute by submitting regular online feedback, which focuses on learning outcomes. This data is analyzed, and necessary measures are initiated through the Principal and department heads.

The Principal holds one-on-one meetings with faculty to recognize their strengths and address areas for development. Additionally, exit feedback is utilized to support the institution's continuous growth, highlighting the importance of regular assessment and refinement.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjosephscollegevisakhapatnam.ac.in/feedback202324/

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

A. Any 4 or all of the above

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/wp-content/uploads/2024/11/ANNUAL-REPORT-2023-2024.pdf
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-women's institution catering to the educational needs of girls from kindergarten to post-graduation. The campus includes a "Community College" initiative designed to support girls who have interrupted their education. Additionally, a crèche is available to assist female employees with young children.

To ensure a safe and supportive environment, the Internal Complaints Cell (ICC) addresses cases of sexual harassment, offering both counseling and remedial measures for complainants. The BA program fosters inclusivity by welcoming transgender students, promoting diversity and a sense of belonging. Excellent hostel facilities accommodate students from various locations, providing access to quality education without the challenges of extensive travel.

Campus safety is prioritized with 24-hour security at the main gate and CCTV surveillance. Collaborations with the Police Department facilitate workshops on safety-related topics, such as the DISHA Act and the "POSH Act and Sexual Harassment at Workplace" app. The college also organizes gender equity programs led by prominent women advocates and experts on women's issues.

To support the well-being of students, regular medical camps conducted by gynecologists and psychiatrists address physical and mental health concerns. The institution actively observes events like National Breastfeeding Week, National Girl Child Day, and International Women's Day, emphasizing women's empowerment. Comprehensive career counseling is provided for final-year students, equipping them with the tools for successful career planning and professional growth.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://igacsjcw.blogspot.com/p/agar-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) demonstrates a strong commitment to sustainability through various eco-friendly practices on its campus. The operational biogas plant is seamlessly integrated with the hostel kitchen, transforming biodegradable waste into biogas for fuel. Additionally, a vermicomposting facility converts kitchen waste into organic manure, which is used in the college garden. The Green Globe Nature Club also markets this compost as a nutrient-rich fertilizer. An on-campus piggery contributes to the composting process, and a designated yard supports mushroom cultivation.

For non-biodegradable waste management, the campus features a garbage collection container operated by GVMC. The college has established MOUs with three specialized recyclers for plastic and electronic waste. Various initiatives include campaigns to collect

plastic and e-waste and workshops on "Wealth from Waste" aimed at educating students. Since 2016, the Waste Management Club has collaborated with the Green Globe Nature Club, while the Eco Club has partnered with 'Suraj Krishna Greeneries' and 'Green Waves Recyclers' to promote sustainable waste management solutions.

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).

SJCW(A) operates on four core principles: equity, access, quality, and outreach. The college draws students from a wide range of backgrounds, encompassing various regions across the country and a small number of international students. It actively promotes diversity through a rich array of co-curricular and extracurricular activities, fostering awareness of cultural, regional, linguistic, communal, and socioeconomic differences. These themes are also seamlessly integrated into life skills and personality development courses.

Students demonstrate a deep respect for different religions, languages, and cultures by participating in festive celebrations during holidays and promoting religious, social, and communal harmony. Campus festivals, organized by the Student Council, are celebrated with enthusiasm, highlighting the importance of social and religious tolerance. This helps students develop an appreciation for the nation's cultural diversity while nurturing values of peace and tolerance across cultural, regional, linguistic, communal, and economic differences.

Such efforts not only cultivate inclusivity within the college community but also extend these values to the broader society. To celebrate the harvest season, the Student Council, in collaboration with various Associations and Clubs, organizes events like Pookolam and Sankranthi Rangoli competitions, embodying the festive spirit and enriching the campus experience.

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 is dedicated to empowering women through holistic education, offering a well-rounded learning experience that extends beyond traditional academics to foster awareness of national duties and responsibilities. It strives to educate students about their constitutional rights, values, and obligations.

The institution commemorates Aazadi Ka Amrit Mahotsav with significance, highlighted by the collective reading of the Indian Constitution's preamble on the designated day. Both staff and students are systematically informed about their constitutional duties through curricular and extracurricular initiatives.

In addition to Political Science majors, various courses include topics on human rights and constitutional rights. The college's NSS units actively support the Swachh Bharat Abhiyan by organizing cleanliness campaigns, where faculty and students pledge their commitment to maintaining a clean environment.

The Political Science Department plays a pivotal role in organizing events and observances such as UN Day, Independence Day, Constitution Day, and Societal Justice Day. These initiatives aim to deepen students' understanding of contemporary societal challenges and issues, ensuring their relevance to the aspirations and responsibilities of 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

A. All of the above

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

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 celebrates national and international events, festivals, and special days to instill human values and foster love and harmony among its 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.

Student clubs and associations take the initiative to commemorate the birth and death anniversaries of notable personalities, along with other special days, in creative and meaningful ways. Major events like Independence Day, Republic Day, Teacher's Day, and International Women's Day are celebrated collectively by the entire college community.

Departments also organize subject- or theme-specific events to highlight their areas of focus. The NCC, NSS, and Sports Wings mark NCC Day, NSS Day, and Sports Day, respectively. The personality development course Yoga involves the entire college in celebrating International Yoga Day.

The Second Languages Department observes International Mother Language Day, while the Hindi Department celebrates International Hindi Day and Hindi Week with a series of week-long activities.

Similarly, the Sanskrit Department hosts Sanskrit Week, and the Home Science Department dedicates time to Breastfeeding Week.

With a commitment to secularism, the college joyfully celebrates Indian festivals such as Onam, Sankranthi, Christmas, and New Year through diverse and vibrant 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

1. The College's Best Practice is Sow-eLearn - St. Joseph's College's Massive Open Online Courses, designed and imparted through the College LMS Portal :

<https://sjcwlms.stjosephscollegevisakhapatnam.ac.in/>

2. The Department of Zoology and the Department of Botany at St. Joseph's College for Women (A), Visakhapatnam, have collaborated to digitalize medicinal plants and zoological specimens on campus by assigning each a unique QR code. This initiative provides detailed information about the plants and specimens, including scientific names, medicinal properties, and traditional uses, of plants accessible through the college website. Scanning the QR codes enhances interactive learning, promotes environmental awareness, and offers research opportunities, creating a comprehensive digital archive that enriches the academic experience.

<https://stjosephscollegevisakhapatnam.ac.in/digitalization/>

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

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)

SJCWA stands out as an institution dedicated to the holistic development of young women through various innovative strategies. Its unique infrastructural features significantly enhance the student experience.

The College enjoys a prime location, centrally situated on the main railway station road, making it easily accessible and highly visible. The heritage buildings, maintained meticulously for over a century, add to its distinctive charm. The spacious and well-equipped science laboratories accommodate over 40 students comfortably, facilitating effective learning.

A state-of-the-art Media Lab enables students of the Journalism Program to gain practical experience by creating and recording short films and videos. The Botany Department maintains a 600 sq. m. shade net and medicinal garden, providing a valuable resource for botanical studies. To enhance language proficiency, the College has a fully equipped Language Lab.

The Zoology Museum is another highlight, featuring a diverse collection of 400 specimens from various phyla, including corals, mollusks, insects, echinoderms, fishes, amphibians, reptiles, and mammals. Teaching resources like slides and flashcards further enrich the learning process for zoology students.

Through these distinctive features, SJCWA provides an exceptional environment that nurtures academic excellence and practical skills.

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

The institution's Plan of Action for the next Academic Year:

1. To start an Incubation Centre for Research
2. To plan for the construction of an indoor auditorium
3. To sign up for International Collaborations for research activities
4. To start new programs like BCA, MBA, BTech
5. To bring BBA & BCA under AICTE
6. To establish an Institution's Innovation Council