



# **SELF STUDY REPORT**

**FOR**

**4<sup>th</sup> CYCLE OF ACCREDITATION**

**ST. JOSEPH'S COLLEGE (AUTONOMOUS),  
IRINJALAKUDA**

ST. JOSEPHS COLLEGE (AUTONOMOUS) IRINJALAKUDA, THRISSUR

680121

[www.stjosephs.edu.in](http://www.stjosephs.edu.in)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

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# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

With an excellence of 58 years of pioneering quality education for women steered by an array of diligent visionaries, St. Joseph's College (Autonomous), Irinjalakuda has evolved into an institute of repute and esteem. The institution moulded with a commitment of educating underprivileged women from the lower strata of the immediate locality has now evolved into a refined academic community that renders tutelage beyond its academic boundaries. The institution strives to implement the mission of enriching young minds by making them capable of traversing academic and ethical domains through value-based holistic education. It constantly engages in progressive approaches to ensure that quality is uncompromised and students are inspired to explore their innate potentials.

### BRIEF HISTORY

St. Joseph's College (Autonomous), Irinjalakuda, was established in 1964 as an answer to the ever-increasing demand for higher education among women from middle and lower strata in the rural suburbs of Irinjalakuda. Over the years, the institution, deeply rooted in the fertile grounds of human values has blossomed spreading its fragrance of quality education among women through relentless service to the society and nation. Today, St. Joseph's College, Autonomous successfully runs 40 programs and is a grant-in-aid autonomous college affiliated to the University of Calicut managed by the St. Josephs Educational Society of the Congregation of the Holy Family and is open to women with aspiring minds, irrespective of class, caste, creed or geographical limitations.

Marking its spurts of growth, it became one of the first institutions in Kerala to go for accreditation as early as 1999. In recognition of its efforts to empower women students with a transformative rather than additive purpose, the institution has been conferred the status of Autonomy and 'College with Potential for Excellence' (CPE) by UGC in 2016. Lining up with the benchmarks of quality, the college ranked among the top 100 colleges in India in the NIRF rankings.

### Vision

*“Women empowered and liberated through knowledge for a brave new world of ideal families”*

This vision is based upon the foundational grounds of the college Coat of Arms. The images of a heart with flames, a book and a wheel are ingrained in the matrix and symbolize divine love, pursuit of knowledge and the flux and progress of life.

The motto of the college -**Light, Life, Love**- speaks in volumes of the directional approach followed in the institution.

**Light** - for the enlightenment and illumination of heart and mind which enables one to dispel the darkness of ignorance

**Life** - for the fullness of growth in every way, physical, intellectual, mental, emotional and spiritual

**Love** - for the law of compassion which aims at promoting fellowship and co-operation among all and communion with the Supreme

Inspired by the visionary zeal of the congregational foundress, Saint Mariam Thresia and the benevolent blessings and guidance of the pioneers- the revered educationist, **Padmabhushan Late Rev. Fr. Gabriel**, the Founder Principal, Late Rev. Sr. Franco and the first manager, Late Rev. Mother Josephine, the institution has travelled a glorious span of 58 years fulfilling the mission.

## **Mission**

*"Creating an educational environment for the total development of young women in this globalized e-world through value based holistic instruction across a wide range of disciplines and mainstreaming a gender perspective in the national development process"*

The mission defines the institution's distinctive characteristics in terms of addressing the needs of society and of the students it seeks to serve.

Value orientations and the vision for future:

- Value-based holistic education for the transformation of young women into morally and socially responsible citizens
- Gender mainstreaming for a sustainable national development
- Quality education across a wide range of disciplines to enhance global competency of students

The vision and mission of the institution correspond with the aspirations of the Founders and reflect the five core values upheld by NAAC.

## **ACCREDITATIONS, RANKINGS AND RECOGNITIONS**

The college holds a glorious history of achievements and is delighted to list a few below:

- One of the pioneers to seek assessment and accreditation by NAAC and first accreditation with three-star status in the year 1999
- Accredited with A Grade in the 3rd Cycle of Accreditation in the year 2013
- Autonomous status granted by UGC in 2016
- Recognized as a "College with Potential for Excellence" (CPE) by UGC in 2016
- Received funding under Rashtriya Uchatar Siksha Abhiyan scheme (RUSA, February 12, 2019)
- Placed among the first top 100 colleges in Science by India Today in 2020
- Recognised in the band 'PERFORMER' in ARIIA 2021 by the Ministry of Education (MoE), Govt. of India
- Secured four-star certificate of excellence from Additional Skill Acquisition Programme (ASAP), a joint initiative of General Education Department and Higher Education Department, Government of Kerala in 2015
- Possesses an on-campus, Central Govt. recognized, registered Counselling Centre
- DST/FIST sponsored Departments
- Award winning Women Club and NSS units
- Outstanding performance in sports in state, national and international platforms

- **University Champions in Volleyball for 42 years**
- Calicut University inter zone champions in Football for the 6th consecutive year
- State-level Overall champions of Kerala College Games 2022
- **International players in Power lifting, Volley Ball and Basket Ball**

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

As an institution enroute to progress, St. Joseph's College, Autonomous acknowledges the fact that every strength is an opportunity to do better, every weakness is a part of self-acceptance, every opportunity is an open door to perfection and every challenge is a prospective beginning for a better version of today. Comprehending these parameters, aids in our journey of refinement and brings us closer to our targeted goals.

- Located in the active suburbs of Irinjalakuda, a prominent city of Thrissur District- Cultural capital of Kerala
- A pioneer institution with a mission to empower young women through high quality value-based education
- Proactive management, dedicated faculty, staff and co-operative students
- A college with Potential for Excellence status
- Successful implementation of Outcome Based Education (OBE) in UG and PG programmes
- Generates OBE based question paper from QnSmarti – a Question paper management software tool
- Software enabled evaluation and Linways@SJC courseware for efficient teaching –learning process
- Golden Jubilee Research Block and **Four** recognised research centres
- RUSA funding for infrastructure augmentation
- Infrastructure for differently-abled students
- ICT enabled curriculum delivery with fully fledged smart classrooms
- Well-stocked, fully automated library with modern facilities
- Technologically equipped digital studio and Chroma key for good quality e-content creation
- E-governance and automation processes extended to administration, student support, examination, finance and accounts
- Strong social and ethical commitment through community oriented and extension activities
- Green eco-friendly campus with reduce-recycle-reuse- strategy
- Wellness and Fitness Park
- Communicable Disease Research Laboratory
- Impressive results and low drop out ratio
- Excellent progression records with good number of students opting for higher studies
- Effective feedback mechanism from all stakeholders
- Outstanding achievements in Sports
- Solar panels, Solar Charging stations, solar power wheeling to grid stations and solar-enabled LED light systems
- Registered Alumnae Association with active alumnae
- Utilization of natural resources through rainwater harvesting, bio-gas plant, vermicomposting
- Digital Flora, Herbal Garden, Butterfly Garden, Botanical Garden
- Ranked 'The Best NSS unit in Kerala'
- Well-structured mentoring system and Counselling centre- Darsana
- Scholarships and freeships by government/college

### **Institutional Weakness**

- Restricted Autonomy acts as a hindrance to offer new programmes with employability
- Being an aided institution, government grants are inadequate for infrastructure development envisaged
- Lack of national and international students and faculty
- Number of patents and major start-ups to be increased
- Consultancy and industry linkage needs to be strengthened
- Industrial internships have to be strengthened

### **Institutional Opportunity**

- Initiating more start-ups and business incubations in the coming years
- Promoting higher enrolment in MOOC courses
- Institutionalising central government approved ABC (Academic Bank of Credits) for student study mobility
- Potential for intensifying Research and Development activities
- Elevating departments with PG programs to research centres
- Consultancy to be developed into a more income generating source
- Availing more prospective funding opportunities (such as CSR funding) for community projects identified by students on internship
- Augmenting faculty/student exchange programmes
- Further involvement of the alumnae in the developmental programmes
- Rigorous Campus Placement drives
- More equipped Electronic Media Production Centre (EMPC) to expand the functions of E-learning centre
- Scope for funded faculty-research projects at national and international levels
- Centres for Performing Arts and Language Studies can be developed

### **Institutional Challenge**

- Attracting international/national faculty and students
- Higher studies aspirations of students reduce the number of in-house placements
- Filing patents and producing high quality research publications
- Exploring the potential to tap rising talents in entrepreneurship opportunities
- Upgrading institutional ranking and promoting unique institutional branding outside Kerala
- State governmental and University regulation on academic and administrative freedom constraining higher ambitions
- Paucity of funds for infrastructural requirements

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

The College on being elevated to autonomous status in 2016 formulated strategic plans with the objective

of ensuring academic quality and flexibility. The preparation of **academic calendar** and **action plan** at the onset of the academic year contributes towards systematic deliverance of the curriculum. **Structured feedback** on curriculum is collected from various stakeholders. Based on the analysis of this feedback as well as considering the local, national and global demands, the curriculum undergoes revision every year. There is a well-structured mechanism with the involvement of statutory and non- statutory bodies like the Department Council, the Department Board of Studies (BoS) and the Academic Council for continuous appraisal and revision of curriculum. The introduction of **Outcome-Based Education (OBE)** and incorporation of quantitative methods to assess the attainment level of expected outcome is one significant attribute of the curriculum adopted to ensure better learning experience. **Programme Outcome (PO), Programme Specific Outcome (PSO) and Course Outcome (CO)** are designed keeping in mind the demands of academia and industry.

The college currently has 20 UG programmes including 4 B.Voc programmes, 15 PG programmes, one integrated M.Sc. programme and four PhD programmes offering great academic diversity. 910 new courses, 9 new programmes and 40 value added courses were implemented and a total of 3060 students have enrolled. All UG and PG programmes follow **Choice Based Credit Semester System (CBCSS)** with open course and complementary courses for UG and elective options for PG that ensure flexibility and an interdisciplinary approach. Ability enhancement and professional competency courses are conducted as part of **audit course** for PG and UG. All the courses are periodically updated with focus on **employability, entrepreneurship and skill development** among girls. Linkages with **industries, field work, internships and project works** are undertaken by students in areas of local, national, regional and global relevance as part of curriculum. Co-curricular activities like seminars, competitions, conferences and workshops are organized frequently to sensitize students on matters related to **gender, environment, professional ethics and human values**. Compulsory value education sessions add thrust on the inculcation of ethics and morality. Thus, the college has been efficient in the timely updation of the curriculum and maintaining its flexibility through structured feedback mechanism.

### Teaching-learning and Evaluation

The teaching-learning and evaluation methods of the college are **student-centric** and ensure addressal of the academic needs by adhering to a well-planned **academic calendar** and **teaching plans**. The admission procedures are **online**, transparent, unbiased and in accordance with the norms of the Government and of the University. Furthermore, all disciplines have been able to secure more than 90% student enrolment.

After admission, **Post Entrance Tests** and **Bridge Courses** are held to identify student diversity. For academically disadvantaged learners, **remedial coaching programmes** are offered on a regular basis. **Faculty and student induction** and **orientation programmes** are offered for the freshers. Initiatives like the Scholar Support Programme and Walk With Scholar are conducted efficiently and the college has been chosen as a location for ASAP skill acquisition programme. The class tutors along with Academic Excellence Committee keep track of student achievement and the students' comprehensive growth is ensured by participation in seminars, projects, assignments and other academic activities. The tutorial system provides personal and academic support along with the **Government-recognized Counselling Centre** on campus. The mentorship policy of IQAC ensures that all the full-time teachers undergo a training programme on mentoring. The IQAC also supervises the academic audits, stakeholder evaluations and the feedback mechanism to ensure quality of the teaching-learning process.

The **integration of ICT** includes educational networking, web-based learning, mobile learning and

classroom equipment. Linways@SJC courseware is introduced for efficient teaching-learning process. Access to e-resources is provided by Wi-Fi connectivity and a **fully automated library**. **IT integrated examination system** is made possible through QnSmarti - Question paper management software tool, Barcoding, Conduct of Examinations, Mark list processing and Publication of Results. The attainment of Course Outcomes is evaluated, reports are analysed and necessary actions are taken thereupon to reinforce the advantages of OBE. The **pass percentage** for the last academic year 2020-21 is above 90.

### **Research, Innovations and Extension**

To promote a healthy research culture among the students, the college has an alert **Research and Ethics Committee** strictly monitoring, regularly revising and updating the research activities through awareness and sensitization activities in the campus. The **Research Advisory Board** has formulated a Research and Ethics Policy that addresses the aspects of plagiarism, ethics and funding in research. **GRACE** (Guidance for Research and Assistance for Consultancy and Extension) inspires the faculty and students in taking up productive research activities. The plagiarism check facilities including softwares like **Grammarly** and **Urkund** are available for developing authentic research articles.

The **Golden Jubilee Research Block** has central instrumentation facility supported with advanced instruments, conference halls and separate workspace for scholars and research guides, a 24-hour accessible research lab with uninterrupted power supply and Wi-Fi enhance advanced research. There are well-established **Research Centers** in the Departments of Mathematics, Commerce, English and Chemistry. 18 PhD scholars from these research centres were awarded Doctoral degrees and **one Patent** was published during the Assessment period. 125 research articles indexed in Scopus/Web of Science/UGC Care List and Chapters/Books with ISBN. **Communicable Disease Research Laboratory, Manuscript Research and Preservation Centre, DST-FIST funded Instrumentation Facility, Central Cell Culture Facility, Innovation Centre for Natural Resources and Nanomaterials Lab** are some other research-oriented hubs functioning in the campus. During the Kerala floods of 2018, Manuscript Research and Preservation Centre recovered and digitalized **5 lakh** water-damaged paper documents. Seed money of Rs.10 lakh provided by the management has promoted research by faculty and students.

**International collaborations** with British Library and Randox Laboratories (UK), UNESCO; National funding from agencies viz, UGC, DST, SERB, DBT, State funding from KSCSTE and Private funding by KSE and KLF as a part of Corporate Social Responsibility (CSR) initiatives support the funding of research activities.

Institution's Innovation Council (IIC), Innovation and Entrepreneurship Development Centre (IEDC), Entrepreneurship Development Club (ED club) and Young Innovators Programme (YIP) encourage entrepreneurship and start-up initiatives. The college also has 70 MoUs signed with institutes of repute as part of faculty-student exchange programme.

The college has about 400 extension activities carried under the supervision of the social service wing- **JOSSINE REACH**. NSS and NCC units co-ordinate and conduct activities instilling social commitment, environmental, humanitarian and universal values and additionally conscientize students with gender perspectives.

### **Infrastructure and Learning Resources**

The college invests considerable efforts at developing the infrastructure and learning resources. The **21-Acre** campus with distinctive academic buildings has evolved judiciously in maintaining the landscape and green initiatives during the past five years. The college has spacious auditorium, **amphi theatre**, arcadia, **AC seminar halls and conference rooms** with adequate seating capacity. The college provides quality ambience with its **97 smart classrooms (100% ICT enabled)**, hi-tech laboratory facilities, **museums and herbarium**. The **library** of the college is **fully automated and well stocked** accommodating 250 students simultaneously. The college has a **Golden Jubilee Research Block** and **Four** recognised research centres providing ample opportunities for research. The other infrastructure facilities include state-of-art-laboratories, language labs, **media lab**, intercom facilitated office and departments, **iLab studio**, digitalized examination section, central instrumentation facility, **renewable energy initiatives**, computational infrastructure and allied services. The college is well lit, and under constant surveillance with the help of CCTV cameras at various locations to ensure safety and security. The college has **three-storey hostel** building with an intake capacity of 330 girls. The college has 'disabled friendly' washrooms, ramps, wheelchairs, elevators, **Assistive Technology for the Divyangjan**, braille signage, books and disabled friendly software. A separate wing is allotted in the college main building for administration and examination purposes. A **counselling centre- DARSANA** functions for psycho-social and legal support for the students and the neighbouring community. The campus is LAN and Wi-Fi enabled through two leased line connections of BSNL (20 MBPS) and JIO (100 MBPS) with Licensed Software packages and Firewall security. The electricity requirements of the campus are met through the high-tension electricity connection and high-capacity transformer. The college has a **Multipurpose Indoor Stadium** with a seating capacity of 2000 spectators with facilities for almost all indoor games. Outdoor stadium, high-quality sports equipment, **Open Gym, Wellness Centre, Adventure Park, Synthetic basketball court** and a multipurpose volleyball ground. The physical well being of the students is ensured through the establishment of a Fitness Centre and a Yoga Centre with trained and experienced instructors. During the assessment period, the average percentage of expenditure incurred on augmentation and maintenance of physical and academic facilities is 25% and 32% respectively of the total expenditure.

### Student Support and Progression

The college believes that the excellence, advancement, and success of the students are essential for its social standing and thus provides well-organized student support and progression services. 50% of students have benefitted with government **scholarships** and 30% students availed **freeships** and financial aid by the institution. Every year, **academic endowments and prizes** are awarded to high achievers at various levels. The **Academic Excellence Cell** co-ordinates a variety of academically oriented activities. Viable **grievance resolution system** addresses the apprehension of the students. **Induction and Orientation programmes** are arranged to acquaint new students with the campus facilities. The college gives special focus on **coaching for competitive examinations, career counselling, soft skill development and vocational training**. Many students have qualified prestigious competitive examinations during the assessment period. The placement cell holds campus recruitment drives on a regular basis. 50% students have pursued **higher studies** after their graduation in the academic year 2020-2021.

There is an active and vibrant **Student College Union Council**, elected democratically through a well-established process. The institution ensures active students' participation in the effective functioning of the college by providing membership in different bodies like **IQAC, Department Council, Associations, Committees and Clubs**. The students have shown outstanding performance in sports/cultural activities at the inter-university/state/national/international events. The institution has won **Overall championship in Kerala College Games** in sports from among about 1000 colleges. **Student of the Year and Star of Excellence**



**Awards** are instituted and the selection is based upon academic and non-academic performance of the students. The college holds in high esteem, its **Registered and Active Alumnae Association** as well as **four functional international chapters** around the globe which constantly organize, support and engage in the college progressive activities.

### **Governance, Leadership and Management**

The governance, leadership and management of St. Joseph's College, Autonomous are attained through active participation and co-operation of well-formulated governing bodies. **'St. Joseph Educational Society'** of the Congregation of the Holy Family governs and guides the institution in a very secular and systematic manner, emphasizing on **women empowerment** and **holistic development of young women**. The effective leadership is achieved through well-organized structures like **The Board of Management, The Education Board, The Governing Council, The Academic Council, IQAC and Stakeholders**, each having its significance in executing and implementing plans thereby enabling the college to attain the status of 'Centre of Excellence'.

The **library renovation, implementation of the strategic plan** and all other activities of the college are illustrious of the participative management and decentralised approach followed in the institution. The **Strategic Plan Document 2013-2023** is adopted and implemented, and the management was able to accomplish most of its strategies through democratic approach and is exemplified through **100% smart classrooms** and the **'Teaching Learning Experience in Campus'**. The IQAC also plays a vital role in implementing many quality initiatives, strategies and processes. Two such practices are **'Outcome Based Education for all programmes'** and **'Academic Audit'**. The remarkable achievements of IQAC are College with Potential for Excellence, NIRF ranking, Certificate of recognition in ARIIA 2021 and the 72nd position as India's best science colleges by India Today. The college receives grant-in-aid from the State Government under the scheme of RUSA.

The institution regularly implements welfare measures for its students, staff and faculty to progress and to enhance their professional life through training programmes, workshops and provides all the required facilities. **Planning and Monitoring Board** of the college along with the purchase committee maintains a healthy financial system in the institution by conducting **two financial audits** - internal and external for assessing the financial records. The **Financial Committee** also sets up an annual budget and the fund mobilized from various sources is accounted and audited appropriately. Through the aforesaid practices, the college maintains healthy governance, leadership and management.

### **Institutional Values and Best Practices**

The institution aims at creating an educational environment for the total development of women benefiting the society in the long run. The college promotes **gender equity** and **sensitization** in curricular and co-curricular activities for empowering women. The teaching learning process progressed into flipped classroom by implementing new measures through latest technologies. On-campus counselling centre **'DARSANA'** under the Ministry of Women and Child Development provides counselling to students who suffer from the stress and strains of life. Rain water harvesting, open well recharging and waste water recycling help to **conserve water resources**. College is kept clean and the waste generated is effectively managed. Incinerators, biogas plants, vermicomposting etc., are some of the waste management strategies. Chemical waste generated is scientifically treated. A **green water energy audit** is conducted with professional assistance.

Solar lights, solar water heaters, biogas plants, use of LED bulbs and energy saving devices, sensor-based energy conservation etc., limits energy consumption. Various activities are conducted for promotion of human, universal and national values for the inculcation of professional ethics. The college has been actively involved in ventures of **Swachh Bharath Mission** that were constituted in line with emphasis on sanitation. The college conducts sensitization programmes on constitutional rights and duties. International and national days are observed and festivals and events are celebrated every year. The two best practices, **SPARC (Skill-oriented Programmes for Acquiring and Refining Capability)** which focuses on training students to identify, develop and motivate the various skills by giving vocational training and skill development programmes and **STEPS (Stretch Thyself to Enlighten the People and Society)** is to sensitize and educate students about social responsibility and commitment. The Institutional Distinctiveness- **“Prajna, Prathibha, Pratheekasha”**- Women empowerment motto ensures empowered women in **academic, cultural and social fields**.

NAAC

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	ST. JOSEPH'S COLLEGE (AUTONOMOUS), IRINJALAKUDA
Address	St. Josephs College (Autonomous) Irinjalakuda, Thrissur
City	Irinjalakuda
State	Kerala
Pin	680121
Website	<a href="http://www.stjosephs.edu.in">www.stjosephs.edu.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Ligy V. K.	0830-1000125	8301000565	-	principal@stjosephs.edu.in
IQAC / CIQA coordinator	Naijil George	0949-5465285	9744680831	-	naijilgeorge@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	For Women
By Shift	Regular

<b>Recognized Minority institution</b>	
If it is a recognized minority institution	Yes <a href="#">SJC SSR Minority institution.pdf</a>
If Yes, Specify minority status	
Religious	Christian
Linguistic	
Any Other	

<b>Establishment Details</b>	
Date of Establishment, Prior to the Grant of 'Autonomy'	01-06-1964
Date of grant of 'Autonomy' to the College by UGC	01-06-2016

<b>University to which the college is affiliated</b>		
State	University name	Document
Kerala	University Of Calicut	<a href="#">View Document</a>

<b>Details of UGC recognition</b>		
Under Section	Date	View Document
2f of UGC	01-06-1964	<a href="#">View Document</a>
12B of UGC	01-06-1964	<a href="#">View Document</a>

<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

<b>Recognitions</b>	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	Yes
If yes, date of recognition?	01-04-2016
Is the College recognized for its performance by any other governmental agency?	Yes
If yes, name of the agency	National Institutional Ranking Framework
Date of recognition	09-09-2021

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	St. Josephs College (Autonomous) Irinjalakuda, Thrissur	Semi-urban	21	30430

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,English	36	Plus Two	English	42	42
UG	BA,Economics	36	Plus Two	English	70	68
UG	BA,English Self Financing	36	Plus Two	English	24	19
UG	BA,History	36	Plus Two	English	70	65
UG	BSW,Social Work	36	Plus Two	English	42	42
UG	BSc,Botany	36	Plus Two	English	36	34
UG	BSc,Biotechnology	36	Plus Two	English	36	34
UG	BSc,Chemistry	36	Plus Two	English	24	0
UG	BSc,Chemistry	36	Plus Two	English	48	45
UG	BVoc,Computer Science	36	Plus Two	English	30	10
UG	BCA,Computer Science	36	Plus Two	English	41	41
UG	BSc,Mathematics	36	Plus Two	English	48	41
UG	BVoc,Mathematics	36	Plus Two	English	30	0
UG	BSc,Physics	36	Plus Two	English	36	35
UG	BSc,Psychology	36	Plus Two	English	36	31
UG	BSc,Zoology	36	Plus Two	English	36	33
UG	BBA,Business Administration	36	Plus Two	English	50	34

UG	BCom,Com merce	36	Plus Two	English	64	64
UG	BVoc,Malay alam	36	Plus Two	English	30	0
UG	BCom,Com merce And Management Studies	36	Plus Two	English	62	62
UG	BCom,Com merce And Management Studies	36	Plus Two	English	60	58
UG	BCom,Com merce And Management Studies	36	Plus Two	English	72	72
UG	BSc,Costum e And Fashion Designing	36	Plus Two	English	24	17
UG	BVoc,Micro biology And Forensic Science	36	Plus Two	English	30	17
PG	MA,English	24	Graduation	English	22	22
PG	MA,Econom ics	24	Graduation	English	20	13
PG	MSW,Social Work	24	Graduation	English	29	29
PG	MSc,Botany	24	Graduation	English	12	8
PG	Integrated(P G),Botany	24	Graduation	English	24	13
PG	MSc,Biotech nology	24	Graduation	English	12	11
PG	MSc,Chemis try	24	Graduation	English	12	12
PG	MSc,Comput er Science	24	Graduation	English	10	9

PG	MSc,Computer Science	24	Graduation	English	12	9
PG	MSc,Mathematics	24	Graduation	English	20	20
PG	MSc,Physics	24	Graduation	English	16	16
PG	MSc,Psychology	24	Graduation	English	10	9
PG	MSc,Zoology	24	Graduation	English	16	15
PG	MCom,Commerce	24	Graduation	English	28	28
PG	MA,Malayalam	24	Graduation	Malayalam	20	17
PG	MA,Mass Communication And Journalism	24	Graduation	English	20	15
Doctoral (Ph.D)	PhD or DPhil,English	60	Post Graduation	English	1	1
Doctoral (Ph.D)	PhD or DPhil,Chemistry	60	Post Graduation	English	1	1
Doctoral (Ph.D)	PhD or DPhil,Mathematics	60	Post Graduation	English	4	4
Doctoral (Ph.D)	PhD or DPhil,Commerce	60	Post Graduation	English	1	1

### Position Details of Faculty & Staff in the College



<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				5				57			
Recruited	0	0	0	0	0	5	0	5	8	49	0	57
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				12				53			
Recruited	0	0	0	0	2	10	0	12	2	51	0	53
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				20
Recruited	3	17	0	20
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				36
Recruited	2	34	0	36
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				1
Recruited	1	0	0	1
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	10	0	7	25	0	43
M.Phil.	0	0	0	1	0	0	2	13	0	16
PG	0	0	0	0	4	0	0	64	0	68
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	2	0	2
PG	0	0	0	0	0	0	2	21	0	23
UG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	1	0	0	0	1

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	2542	35	38	0	2615
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	455	3	0	0	458
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	5	0	0	0	5
	Female	36	0	0	0	36
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Category</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	0	0	0	0
	Female	143	136	122	122
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	2	4	0
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	65	49	49	48
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	498	463	459	416
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	81	88	77	64
	Others	0	0	0	0
Total		787	738	711	650

## 2.3 EVALUATIVE REPORT OF THE DEPARTMENTS

Department Name	Upload Report
Biotechnology	<a href="#">View Document</a>
Botany	<a href="#">View Document</a>
Business Administration	<a href="#">View Document</a>
Chemistry	<a href="#">View Document</a>
Commerce	<a href="#">View Document</a>
Commerce And Management Studies	<a href="#">View Document</a>
Computer Science	<a href="#">View Document</a>
Costume And Fashion Designing	<a href="#">View Document</a>
Economics	<a href="#">View Document</a>
English	<a href="#">View Document</a>
English Self Financing	<a href="#">View Document</a>
History	<a href="#">View Document</a>
Malayalam	<a href="#">View Document</a>
Mass Communication And Journalism	<a href="#">View Document</a>
Mathematics	<a href="#">View Document</a>
Microbiology And Forensic Science	<a href="#">View Document</a>
Physics	<a href="#">View Document</a>
Psychology	<a href="#">View Document</a>
Social Work	<a href="#">View Document</a>
Zoology	<a href="#">View Document</a>

### Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The New Educational Policy (NEP) has brought with it optimistic and constructive changes in the educational model that supports broader, multi-disciplinary holistic and skill-based curriculum adequate to meet the vocational needs of a learner. St. Joseph's College is privileged and highly confident in integrating these productive alterations in its working conditions to provide only the best to its students. The students are expected to undergo a holistic educational model that supports the overall
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growth of their academic potentials by exposing them to the wonders of different disciplines that offer them with multitudes of ideas to develop and work on. In this regard, the college has adopted a wide and open curricular framework that comprises plenty of academic options for the students to enhance and satiate their intellectual, social and cultural curiosity. Apart from the regular credit-based courses, audit courses based on environmental studies, disaster management, intellectual property rights and gender studies have become an integral part of their academic endeavors. Along with the audit courses, the students are offered 70 value-added courses. The elective papers give the flexibility of choosing the desired stream of study for the final year students. This is additionally supplemented with the Choice Based Credit System followed in the institution. Vocational programs (B.Voc Mathematics and Artificial Intelligence, B.Voc Malayalam and Manuscript Management, B.Voc Micro Biology and Forensic Science), Multi-disciplinary programme like M.Sc. Integrated Biology, seminars, workshops and training programs introducing experts from different disciplines are other means to integrate multidisciplinary approach into the scenario. Social service activities by the social service wing of the college- JOSSINE REACH and other activities coordinated by NSS and NCC units of the college play a superior role in conscientizing the students on their health, community and environmental value system. The flood relief activities and the initiatives during the pandemic have facilitated learning beyond boundaries. The collaborative activities undertaken in the institution have the scope to widen the perspectives of the students and make them capable of accustoming them to the different zones of learning. The Golden Jubilee Research Block of the college enables to hold and conduct multidisciplinary research activities in the campus and trigger their interest and potential in manifold subject areas. St. Joseph's College has plenty of room for future infrastructure expansion as well as resources for doing interdisciplinary and multidisciplinary research.

## 2. Academic bank of credits (ABC):

Academic Bank of Credit is a digital storehouse that supports and encourages student mobility across Higher Education Institutions. St. Joseph's College

follows the principle of flexibility in learning by providing choice-based education system for the students. It has the technological and infrastructural facilities that support the successful implementation of the ABC system in the institution. Once implemented, the students will have the option to enter/exit educational institutions based on their credits. As per the objectives of the ABC system, the college has already invested good efforts at its student-centric and learner-friendly approaches. The curriculum also offers sufficient time and convenience for the students for the successful completion of the course programs of their choice. This is certain to increase the prospects of successful implementation of the ABC system in the institution in the upcoming academic years and aiding in the institutional aim of transforming the students into skilled professionals. The college looks forward to the internationalization of education and has MOUs with various other institutions for cooperative initiatives. They can currently obtain additional credits through pursuits including NSS, NCC, sports, and fine arts. To improve their learning experience, students are encouraged to enroll in and successfully finish courses via online platforms like Swayam and Coursera.

### 3. Skill development:

Skill development schemes occupy prime concern during the yearly curriculum revision process. The institution consistently strives in refining and polishing the skill base of the students through ICNR, IIC, IEDC, ED club, YIP that offer pragmatic learning experiences for the students. Every department offers certificate courses specifically to inculcate employability and skill development. The clubs functioning in the college and the different units like NSS, NCC and the sports activities are capable of imparting skills. The college is also demarked as the ASAP skills acquisition location, supported by the Government of Kerala, that offers skill training to the selected students and enhances the prospects of the students developing their abilities based on the requirements of tomorrow. The institution provides capacity-building programs and skill inculcation training programs to all students under the guidance of Placement and Career Counselling Cell. The students are offered 40 value-added courses and several vocational courses based



on skills through offline and online modes. The value-added courses include Communication Skills, Bank Coaching, CMA, ACCA, Diploma in Computer Application, Accounting and Tax Practice, Fashion Designing, Graphic Designing, Jewelry Designing, Internet of Things and Robotics, Business lab, Language lab, App Development Course, Python and R Programming, Artificial Intelligence and Machine Learning. Internships, fieldworks, industrial visits, project works and hands-on learning methods are some of the exclusive learning methods adopted in the campus to provide experiential learning for the students. Furthermore, days of importance are observed to impart the value system followed in the society.

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

The college understands its huge responsibility in dealing with the women community as its raw material. It is crucial that along with liberating this community through education, the basic cultural values are imprinted in them through the campus learning experience. As part of this initiative, the college has developed strategies to infuse pride and acceptance of the Indian culture and its value system. The institution encourages the commemoration of all the national days of importance with the students in the frontline. This ensures that the students understand the prominence of the event and absorb the essence of the nation through these activities. The units of NSS and NCC functioning actively in the college ensures that all the students are given awareness and opportunity to practice their social and national commitment as the young generation of the country. The activities are well defined and have produced exceptional results leading the NSS unit to be honoured as the 'Best in the State' during the academic year 2021-22. Community activities and disaster management activities have imparted a knowledge on the basic needs of the Indian community. Considering the curricular adaptiveness to this aspect, the faculty has the flexibility to use English and the vernacular language Malayalam as the mode of instruction for better comprehension of concepts. The Department of English has course papers allotted to understanding Indian history and literature. The Department of History allocates a substantial section of curriculum and operates a historical museum towards understanding the Indian

	<p>culture and value system. During the fifth semester students are taken to Indian heritage spots to enable on-site experience as part of knowing India. They conduct programmes which enable the students to appreciate Indian tradition. Theory and Practical classes on Yoga is an important tool used to inculcate Indian tradition. The Department of Malayalam also offers courses, activities and conducts competitions that acquaint the students with the wonders of the mother tongue and the prominence behind the various cultural festivals and traditions followed in the state and the neighboring states. The college has a Script Garden to introduce students to ancient scripts. The cultural activities held in the campus strictly adhere to the value system followed in the society and constantly remind the students of the uniqueness of the Indian culture through various art forms practiced during the cultural activities. The morning prayer in the mother language and the national language is aimed at national integration. The value education classes given to the students on a weekly basis plays an important role in the integration of Indian knowledge.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>The Outcome Based Education approach is one pedagogical model adopted by the institution in delivering quality enhanced curriculum to our learners. The curriculum designed with each course demarcated with specific Course Outcomes (CO), Program Outcome (PO), and Program Specific Outcome (PSO) becomes accountable not just to the educational needs of the learners but also satiates the requirements of the employment sector by delivering skilled and educated professionals. An efficiently organised package of academic and professional gratification is our promise of adopting OBE into the curriculum. The IQAC of the college takes stringent measures to make certain that all the faculty and the students are aware of this new and productive pedagogical method through regular FDPs for the faculty and awareness sessions for the students. Through this, the institution has been able to shift the focus from teacher centred mode of learning to student-centred learning. It also ensures that the recipients of this learning methodology are fully aware of the exit outcomes expected after undergoing a desired stream of study and helps them to choose their options wisely and according to their aptitudes.</p>

	<p>To expand the awareness of this adopted mode of learning, the institution has also updated the official college website by publishing the details and outcomes expected after each course program. The college is also technologically competent by integrating Qnsmarti software in the examination section which aids in generation of outcome-based question papers based on the Blooms Taxonomy and evaluatory modes that analyse the student progression in terms of remembering, understanding, applying, analysing, evaluating and creating.</p>
<p>6. Distance education/online education:</p>	<p>The institution is able to maintain the quality of the teaching-learning process amidst unexpected hindrances through LMS- Linways @ SJC for rendering exceptional quality in all its academic and administrative endeavours. The e-learning materials and their links effortlessly shared between the students and teachers during online classes through Linways enhances the confidence of the institution in dealing with the aspects of distance/online/blended mode of learning. There are orientation programs, FDP and SDPs conducted in the campus during the initiation of the academic year to bring into terms the methodology of common working space for all the concerned groups of the institution. The iLab studio, Multi media lab, St. Joseph's College YouTube Channel in the campus etc.; ensures that the students receive Innovative technological initiatives and training to be utilized for better educational experience. It is a regular practice for the teachers and students to undertake nationally and internationally authentic skill enhancement programs offered online through platforms like MOOC, NPTEL, Coursera, Swayam etc. The college is also a local chapter of the NPTEL courses. The library of the college is well equipped with online e-resources to meet the academical needs of the students. The students are provided with a unique login ID and password that enables them to access the huge D-Space repository of the library. The students are given due training during the induction programs to access the resources and utilize them for their desired growth in the academic spheres. This has also levitated the prospects of blended learning in the campus. Hence, the institution is well prepared to implement and reap the benefits of NEP in the institution. Students get ample opportunities to</p>

interact with internationally reputed experts in different fields through online seminars and classes arranged by the institution

NAAC

## Extended Profile

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### 1 Program

#### 1.1

##### Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
40	33	33	31	31
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 1.2

##### Number of departments offering academic programmes

Response: 18

### 2 Students

#### 2.1

##### Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
3060	2851	2707	2523	2358
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

##### Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1024	921	886	851	766
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**2.3****Number of students appeared in the examination conducted by the Institution, year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2945	2754	2623	2448	2282
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**2.4****Number of revaluation applications year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
75	85	74	53	31

**3 Teachers****3.1****Number of courses in all programs year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1044	866	833	785	778
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**3.2****Number of full time teachers year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
127	124	124	121	120
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**3.3**

**Number of sanctioned posts year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
127	124	124	121	120
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**4 Institution****4.1****Number of eligible applications received for admissions to all the programs year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
15858	9676	9031	14420	11371
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**4.2****Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
338	280	268	242	238
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

**4.3****Total number of classrooms and seminar halls****Response: 100****4.4****Total number of computers in the campus for academic purpose****Response: 398**

## 4.5

**Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
794.21	683.86	771.53	861.17	794.23

NAAC



## 4. Quality Indicator Framework(QIF)

### Criterion 1 - 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 is reflected in Programme outcomes (POs), Programme Specific Outcomes(PSOs) and Course Outcomes(COs) of the Programmes offered by the Institution.**

##### Response:

St. Joseph's College was established as an answer to meet the societal demand for the holistic development of women, equipping them with knowledge and skills; empowering them to meet the requirements and challenges posed on professional and personal fronts. The curriculum of the institution is designed, revised and updated regularly in accordance with the vision and mission of the college. The institution offers **40 programs** with outcome-based curricula that are in tandem with the emerging technologies and trends.

##### Curriculum Design and Development

The choice-based credit system implemented by the institution encourages students to explore various disciplinary and interdisciplinary possibilities available within their curricula. Structured feedback received from the various stakeholders aids in the designing and development of curriculum which efficaciously addresses the demands of academia and industry. The intended revisions within curriculum examined thoroughly by the respective Board of Studies are presented before the College Academic Council for approval. The revisions are implemented after the final approval from the University of Calicut.

##### Outcome Based Curriculum

St. Joseph's College introduced **Outcome Based Education in 2018**. The various **Programme Outcomes (PO), Programme Specific Outcomes (PSO) and Course Outcomes (CO)** are formulated on the basis of knowledge and skill expectations of various academic and professional requirements with local, national and global requirements in mind. To evaluate the attainment level of POs, PSOs and COs, various internal and external assessment measures are utilized. The students are familiarized with OBE through the induction program conducted before the commencement of regular academic sessions. The outcome attainment level of each student is assessed at the end of each semester and weak students are assisted to attain the outcomes through regular remedial classes.

##### Curriculum Enrichment

Interdisciplinary value-added courses offered by departments on language, life skills and competitive examination training **focus on employability, entrepreneurship and skill development**. Students are offered hands-on training and onsite experience through the integration of student-centric programs like internships, industry visits, residential camps and socially significant research. Audit courses as well as frequent co-curricular events provide an enriching exposure for the students.

## Development of Global Competencies

To augment a student-centric learning system, through academic and professional linkages and extension activities which contribute towards the development of global competencies, the college has established collaborations with top institutions (State as well as National level) and has signed **MoUs** with prestigious and recognized agencies. The mandatory project work at the end of every program provides an opportunity for the students to conduct socially relevant researches and to acquaint themselves with the national and global challenges of the contemporary world.

## Value Oriented Curriculum

With the intention of transforming the students into self-reliant individuals with high moral values, St. Joseph's College offers **value education** as part of curriculum. One-hour sessions per week and an annual three-day camp are held for the spiritual and ethical upliftment of the students. The in-house **Family Counselling Centre, Darsana**, also contributes immensely towards the overall development of the students and their family members.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years.

Response: 100

#### 1.1.2.1 Number of all Programmes offered by the institution during the last five years.

Response: 40

#### 1.1.2.2 How many Programmes were revised out of total number of Programmes offered during the last five years

Response: 40

File Description	Document
Minutes of relevant Academic Council/BOS meeting	<a href="#">View Document</a>
Details of program syllabus revision in last 5 years(Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.1.3 Average percentage of courses having focus on employability/ entrepreneurship/ skill development offered by the institution during the last five years

**Response:** 99.86

**1.1.3.1 Number of courses having focus on employability/ entrepreneurship/ skill development year-wise during the last five years..**

2020-21	2019-20	2018-19	2017-18	2016-17
1044	860	833	785	778

<b>File Description</b>	<b>Document</b>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View Document</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View Document</a>
Average percentage of courses having focus on employability/ entrepreneurship(Data Template)	<a href="#">View Document</a>

## 1.2 Academic Flexibility

**1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years.**

**Response:** 57.12

1.2.1.1 How many new courses are introduced within the last five years

Response: 910

1.2.1.2 **Number of courses offered by the institution across all programmes during the last five years.**

Response: 1593

<b>File Description</b>	<b>Document</b>
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.2.2 Percentage of Programmes in which Choice Based Credit System (CBCS) / elective course**

system has been implemented (Data for the latest completed academic year).

**Response:** 100

#### 1.2.2.1 Number of Programmes in which CBCS / Elective course system implemented.

Response: 40

File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3 Curriculum Enrichment

#### 1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum

**Response:**

St. Joseph's College with its stated mission of imparting **value-based education** as well as of mainstreaming a gender perspective in the national development process, has assimilated topics connected to issues of professional ethics, gender, human values and environmental sustainability into curriculum. It is ensured that the POs, PSOs and COs developed add thrust on the attainment of these values. The institution takes special initiative to organize co-curricular activities and academic extension programme to promote these values.

##### Professional Ethics

St Joseph's College takes special interest in inculcating values related to ethical and moral integrity of students especially in professional life. The approved curricula have topics discussing ethics in fields related to **prenatal diagnosis, aspects of sex and gender, genetic counselling, maintenance of data security in forensic investigations, media ethics and professional ethics of counselling work. The Research and Publication Ethics (RPE) and IPR** are offered as part of PhD coursework and audit course respectively. The submission of **plagiarism report** for student dissertations helps the students to understand the values of academic integrity, credibility and professional ethics.

##### Gender Sensitization

**Modules on gender equity, discrimination, and minority issues and phobias** related to sexuality and gender identity are offered as part of common courses. Gender-related PR campaigns and field projects are integrated into the curriculum to sensitize students. Arts and Humanities departments promote student projects in these areas and courses offered by science departments facilitate students to have a better grasp on the biological aspects related to gender and gender identity. In addition to the **audit course on Gender Studies** offered to UG students, the discussion on gender is part of Value Education classes and so also are

the interactive sessions organized by the **Women Cell and Women Studies Center of the college.**

### **Environment and Sustainability**

To disseminate knowledge on the need for the development and conservation of a sustainable environment, St Joseph's College maintains an environment friendly campus built on the reduce, reuse and recycle philosophy. The college promotes **rainwater harvesting, zero waste promotion, scientific management of both organic and non-biodegradable wastes, wastewater treatment (STP), biogas plant and the use of renewable solar energy source.** Different initiatives as part of 'Swatch Bharath Abhiyan,' different eco-centric clubs, and different environment-oriented courses are organized regularly. **Audit course on Environmental Studies and Disaster Management;** activities like field visits to different ecosystem, promotion of eco-friendly and biodegradable sanitary pads, introduction of aquaponics and observance of days like Ozone Day and World Environment Day provide students with an experiential learning environment.

### **Human Values**

Human values and ethics are an integral part of first year and second year UG common courses and Value Education classes. Regular visits and financial assistance to nearby orphanages and the home for destitute were initiated under the banner of **CSS, NSS, NCC and Jossine Reach** units are actively involved in social outreach programs promoting humanitarian values. During the flood calamity and COVID pandemic, students volunteered in the disaster relief and rehabilitation activities.

<b>File Description</b>	<b>Document</b>
Upload the list and description of the courses which address the Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### **1.3.2 Number of value-added courses for imparting transferable and life skills offered during last five years.**

**Response:** 140

#### **1.3.2.1 How many new value-added courses are added within the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
38	29	25	23	25

File Description	Document
List of value added courses (Data Template)	<a href="#">View Document</a>
Brochure or any other document relating to value added courses	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.3 Average Percentage of students enrolled in the courses under 1.3.2 above.

**Response:** 73.65

#### 1.3.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
3060	2005	1734	1430	1820

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

### 1.3.4 Percentage of students undertaking field projects/ internships / student projects (Data for the latest completed academic year)

**Response:** 98.33

#### 1.3.4.1 Number of students undertaking field projects / internships / student projects

Response: 3009

File Description	Document
List of programs and number of students undertaking field projects / internships / student projects (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Structured feedback for design and review of syllabus – semester-wise / year-wise is received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni**

**Response:** A. All 4 of the above

File Description	Document
Action taken report of the Institution on feedback report as minuted by the Governing Council, Syndicate, Board of Management	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

#### 1.4.2 The feedback system of the Institution comprises of the following :

**Response:** A. Feedback collected, analysed and action taken and report made available on website

File Description	Document
Any additional information	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 91.14

##### 2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1165	1058	1038	932	895

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1354	1130	1144	994	978

#### File Description

#### Document

Institutional data in prescribed format (Data Template)

[View Document](#)

Any additional information

[View Document](#)

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 93.29

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
278	272	250	231	234

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)



## 2.2 Catering to Student Diversity

### 2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

#### Response:

Assessment of newly admitted students through diverse tools gives a comprehensive understanding of the broad spectrum of their learning levels. Based on their performance in **PET/SAT** (Post Entrance Test/Subject Aptitude Test) conducted in the beginning of first semester, board exam results, personal interview and first internal assessment, freshers are grouped into advanced, average and slow learners. Various programmes are conducted to enhance their learning skills.

- One week Student Induction Programme for freshers
- Special sessions for late admission students
- Zero-hour department-wise academic activities
- 'Walk with Scholar'(WWS) programme for Advanced Learners
- 'Scholar Support Programme' (SSP) for Slow Learners
- Career & Job oriented guidance programmes by HRD Cell
- Online courses through Coursera, SWAYAM, MOODLE, edX
- Training for NET, JAM, PSC, UPSC, IAS and bank exams
- Assessment based on **Semester End results** and analysis through **OBE and Z-Score**

Regular mentoring sessions and **Faculty@Student's home** programme provide a better understanding of the student's academic and personal requirements. For online sessions during the pandemic period, more advanced technological aids were utilised to fortify the teaching-learning process. Parents are kept in loop about the progress of their ward through **PTA** meetings. The on-campus Govt. approved counselling centre '**Darsana**' provides students with the required psychosocial support.

The college strictly follows all government instructions to facilitate easy admission of the differently-abled students. They are given assisted learning which includes facilities for extra classes, and scribes to attend the exams. The library is equipped with **Braille books and Assistive technology for Divyangjan**.

#### Advanced Learners:

Activities and training programmes for Advanced Learners prepares them to pursue advanced academic programmes within and outside India and to address different industrial requirements. They are given guidance to take up **research projects**, summer projects, KSCSTE projects, management funded projects and to publish research articles and dissertations. **Personality development sessions** with a special focus on interview and group discussion skills are provided by life skill trainers. Subject oriented **field trips** provide them with experiential learning opportunities. Departmental activities like peer-teaching gives them an enriching collaborative learning experience. As part of **WWS** programme, a government initiative, the college provides motivational talks, career counselling, leadership training, coaching classes to crack competitive exams, opportunity for interaction with resource persons and also motivation to take part in inter-collegiate activities. Opportunities to visit prominent educational institutions and industries is one of the highlights of this programme.

**Slow learners:**

Slow learners are administered different pedagogical solutions to bridge the knowledge gap. **Remedial sessions** held periodically aids the students to gain a better grasp of the subject and improves their participatory response in the classroom. Regular test papers help the students to identify their learning level. **Peer learning** groups and **Each One Teach One** programme are formed inclusive of both advanced and slow learners. This collaborative teaching-learning method boosts their confidence and enhances their learning. Through **SSP**, a government initiative, students are engaged in various activities which provides additional academic support. They are given individual attention through extra coaching classes, assignments, tests and personalised interaction to enhance inclusive learning.

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

**2.2.2 Student - Full time teacher ratio (Data for the latest completed academic year)**

**Response:** 24.09

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

**2.3 Teaching- Learning Process****2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences****Response:**

The faculty adopts distinctive methods of teaching based on the need of learners and the subject taught which includes conventional methods like lecturing as well as interactive, collaborative and ICT enabled methods. This renders Learner Autonomy. The faculty of St. Joseph's College are well trained to adopt student centric approaches in their classroom.

**Experiential learning:**

Experiential learning is a process through which students develop knowledge, skills and values from direct experience outside a traditional academic setting. Students get to know the pulse of the society, its needs and challenges through experiential learning. The college provides experiential learning through the following activities.

- Internships
- Projects
- Study tours
- Exposure visits

- Rural camps
- Skill Development Workshops
- Field surveys
- Hands-on training sessions

### **Participative learning:**

All the departments, associations and clubs adopt participatory learning activities that contribute to the holistic development of students. The students take greater control of their own learning by participating in the planning and implementation of several programmes. It provides students with an opportunity to gain professional values, knowledge and skills. Students also gain a deeper understanding of the meaning of civic responsibility and prepare themselves for serving the community. Students are encouraged to involve and participate in various learning platforms offered by the college which includes

- Virtual Reality Lab
- Organising literary fests and competitions
- Student exchange programmes
- Preparation of student manuscripts
- Class-wise management of Bulletin Boards
- Participation in club activities
- Attending seminars and workshops
- Presentations based on text based pre-assigned topics
- Mobile quizzes and games
- Group discussions and Debates
- Mock Interviews
- Encouragement to enroll for MOOC courses
- Undertaking student projects in topics of their choice
- Management Fest
- Community mobilisation
- Participatory Rural Appraisal

### **Problem Solving Methodologies:**

The teacher presents a problem for exploration and suggests a line of inquiry for students to investigate and enhance them with the required skills to plan and carry out investigations. The activities organized by different departments equip the students to acquire this skill.

- Field projects
- Street plays
- Post-flood water quality assurance programme
- Waste management techniques
- Management sponsored Student Projects
- Production of Eco-friendly sanitary pads
- Manuscript preservation
- Sanitiser and mask production
- Production of biopesticides
- Manufacture of LED serial lights
- Case Study

- Crime scene forensic puzzle series
- Hackathon
- Simulation and Role Play

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

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

#### Response:

The institution has established an enhanced digital infrastructure to create a dynamic and effective teaching-learning environment. It includes a recording studio 'iLab', academic softwares such as Linways@SJC, QnSmarti, Virtual Lab, Pearson's e-library, Media lab, Interactive ICT Panels, PC/laptops, document camera, and data projectors as extended forms of interactive teaching box. The ICT serves as the backbone for education in the college through educational networking, web-based learning, mobile learning and classroom equipments.

The college incorporates Learning Management System **Linways@SJC** along with its mobile app to provide a customized learning experience to students. The facility enables different ways of interactive and interesting methods to inculcate the concepts in the minds of the students. It helps to engage the students in the process of dissemination of ideas and knowledge. The platform also acts as a comprehensive tool for effective teaching. It enables the teachers to share lectures, assignments, conduct internal assessments, model examinations and quiz, and to record attendance.

A continuous teaching-learning environment with multitude options is assured through the computerized labs and numerous audio-visual facilities. **Audio suite** and **video production lab** provides a platform for the teachers and students to create their own content. Well-equipped **computer labs** help teachers and students to avail online content within the college. The **Language Lab** provides facility to the students to actively participate in language learning exercises to improve their basic LSRW skills. The seminar hall in Research Block equipped with audio-visual aids helps the smooth conduct of National and International seminars, workshops, lectures and interactive sessions with experts everywhere in the world.

To facilitate active learning, the college provides an **iLab studio**, a dedicated space for teachers adapting to meet their own teaching delivery needs. Studio offers the service of a full time professional who aids the faculty in content creation, recording and live streaming of academic programmes. The green screen effect enables to relatively place the desired background behind the presenter. High resolution camera and proper lighting devices provide quality atmosphere to prepare professional e-contents. This facility played a pivotal role in the smooth conduct of college activities during pandemics.

The ICT facilities were used for its maximum output to promote online learning through Linways@SJC platform during the pandemic. **Online tools** initiated classes through Google meetings; scheduled curricular activities through Google workspace; and created an interactive space between teachers and students through applications like WhatsApp and Email. These tools helped to maintain a

productive teacher-student and teacher-parent relationship. Virtual platforms created an opportunity to bring in National and International resource persons and participants to various academic endeavours.

The library uses various softwares like **KOHA and D-Space** for easy accessibility of materials and e-resources to enhance the academic upliftment of teachers. It allows access to subscription-based e-journals and e-Books from prestigious sources: **N-List** e-journals and e-books; **Pearson e-books** and **DELNET** e-journal and e-Books. The 'Grammarly' software is used to check plagiarism percentage in student projects.

File Description	Document
Any additional information	<a href="#">View Document</a>
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="#">View Document</a>

### 2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year )

**Response:** 24.09

#### 2.3.3.1 Number of mentors ?????????????? ???????

Response: 127

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.3.4 Preparation and adherence of Academic Calendar and Teaching plans by the institution

**Response:**

All the activities of an academic year are slated according to the academic calendar and teaching plan which are prepared prior to the beginning of an academic year. The academic calendar prepared contains the internal and semester end examination details, annual working days, admission schedules, and various academic activities. The information is utilised by the faculty and students to plan various academic and non-academic activities for that year.

#### Academic Calendar

The College Council, the IQAC and the Controller of Examinations organize a meeting in the month of May to discuss the feedback collected from all stakeholders and to draft an action plan for the following academic year. The Annual Academic Calendar is finalized in a participative manner taking into consideration the year plans prepared by the respective Academic Departments. The total number of working days allocated for studies as per the calendar helps teachers and students to move in a systematic way by pre-planning their curricular and co-curricular activities. The Calendar also contains the dates of sessional and semester examinations, holidays, and semester breaks. Sports and cultural events which contribute towards the overall development of the students are also recorded in the calendar. The association activities, workshops, conferences, placement activities, and parent-teachers' meetings which are inclusive to the departments are organized as per this calendar.

### Teaching Plan

The individual faculty has the freedom to create their teaching plans with innovative designs. According to the plan, 40% of the syllabus should be covered before the first sessional examinations and next 40% before the second sessional examinations. The rest 20% of the syllabus has to be covered before the final examinations. Teachers adapt their unique strategies to implement this teaching plan by adopting different dynamic, interactive, collaborative and experiential teaching-learning methods.

### Adherence to Academic Calendar and Teaching plan

The adherence to the academic calendar and teaching plan is continually monitored and measured through the learning management system **Linways@SJC**. Course facilitators, who deal with individual courses, submit 'Daily Mirror' to update the details of classes taken and portions completed. Monthly evaluation is systematically followed to analyse the effectiveness of the course plan. The completed modules are submitted by the course coordinators to the heads for evaluation and guidance. Concurrent evaluations are undertaken in the process of review to ensure quality. The teaching-learning process and the scope of the strategies are evaluated in the assessment process. The plan is submitted in detail containing the durations and the time for implementation.

The possibilities of analysis of the outcome are also predetermined in the evaluation. From the detailed submitted contents, which is strictly inside the academic calendar designed, each department designs their teaching and academic plans. The academic calendar is of proper assistance in this context to prepare general timetables and syllabus plans. The teachers as per the finalized plans after review, prepare the timetable which is presented before the College Council for final approval.

File Description	Document
Upload Academic Calendar and Teaching plans for five years	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 100

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years(Data Template)	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 30.16

##### 2.4.2.1 Number of full time teachers with Ph.D./D.M/M.Ch./D.N.B Superspeciality/D.Sc./D'Lit. year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
41	39	37	38	31

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

Response: 9.52

##### 2.4.3.1 Total experience of full-time teachers

Response: 1209

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

## 2.5 Evaluation Process and Reforms



**2.5.1 Average number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years****Response:** 23.4**2.5.1.1 Number of days from the date of last semester-end/ year- end examination till the declaration of results year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
21	19	22	25	30

File Description	Document
Institutional data in prescribed format (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**2.5.2 Average percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years****Response:** 2.4**2.5.2.1 Number of complaints/grievances about evaluation year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
75	85	74	53	31

File Description	Document
Number of complaints and total number of students appeared year wise	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

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

IT integrated Examination Management System (EMS) includes the softwares EMS@SJC,



**Linways@SJC, and QnSmarti.** The examination process of the college is subjected to continuous evaluation and reforms since the introduction of the autonomous status. The Autonomous Examination Cell, College Examination Cell, and Internal Examination Cell together assess the examination process under the guidance of the **Chief Examination Controller**. A team of professionals extend their full-time service to the examination wing. The examination process with IT integration has enhanced the efficacy of the examination system and has minimized the scope of errors. The timely reformatations such as Outcome Based Education, OBE measurement system and question bank system QnSmarti have strengthened the examination and evaluation procedures. The Learning Management System **Linways@SJC** processes the data from student enrolment to the issuance of their final examination certificates. The centralized digital control maintains the uniformity and accuracy of the examination procedures.

### **Examination Procedures**

Continuous Internal Assessment (**CIA**) and Semester End Examinations (**SEE**) are the two major assessment protocols used to evaluate a student's academic progress. The components of CIA in each semester include two internal examinations CAT I and CAT II, assignment, seminar and attendance/classroom participation. The marks of each component are updated in **Linways@SJC** which facilitates easy calculation of CIA. This aids in fast and significantly accurate publication of results after SEE paper valuation. For those students who fail to take both CAT tests, a special provision of 're-test' is provided as per the guidelines of examination policy. During the pandemic, the online internal examinations were held through **EMS@SJC**. Students can access their CIA marks through **Linways@SJC**.

Student enrolment, examination registration, fee payment, hall ticket generation, seating arrangement, publication of results and issuance of certificates are done using **EMS@SJC**. Students can apply for examination only through this platform. As attendance is marked using the **Linways@SJC**, students with less than 75% of attendance in courses of a semester are blocked from examination registration, leading to application through condonation process as per the provisions in the college examination policy. Once registered, a student can download the authorized hall ticket directly from **Linways@SJC** student login. The examination section publishes the time-table for each examination at least one month before the commencement of the examinations. Verification of applications and the enrolment of Examination Nominal Roll is done using the software. Details of seat arrangement, which is regularly changed, is updated on the college website and also on the student's profile page.

The college uses an exclusive question bank software **QnSmarti** to generate question papers as per blue print to assure their validity and reliability. Different setters formulate questions as per the required university pattern. This practice ensures the quality of the question papers. This software enables the question setters to map each individual question to different COs, PSOs and POs of different programmes for the assessment of the attainment of outcomes in various UG and PG programmes. The final verification of the question paper generated is done through a confidential scrutiny process. Different colour coded answer booklets are prepared to eliminate the scope of malpractice. After the examination, the answer scripts are barcoded to maintain confidentiality. The **Linways@SJC** is also effectively used to generate the list of invigilators, students and the seating arrangement.

The Board of Examiners constituted under each Chairperson value the theory and practical examinations. The PG examination scripts undergo a double valuation and a difference of 30 marks between the two, leads to a third valuation. The software is used to compile the marks of CIA and SEE. The results finalized by the Examination Pass Board and approved by the Governing Body are published

on the college website.

The marksheets of each semester and the final consolidated one is generated through the software. St.JIFont, Light Logics Holography and optics solutions are used to create mark sheets with ensured confidentiality. In order to ensure highest level of security and to eliminate duplicity, the mark sheets are printed with various security features such as Micro Line Text, Washed Image, UV Hidden Image, QR Code, Void Pantograph, Embossed Emblem, Opaque Text, Guilloche Pattern, Hologram, Serial Number, Paper size, Security Font, and Secure Marksheet Printing Expert System. Mark sheet also features photographs of students to further strengthen security credential.

### IT Integration

- Exam registration and fee payment through **Linways@SJC**
- Mapping of questions to COs, PSOs and POs of the respective course
- Generation of hall tickets
- Generation of list of invigilators and student's nominal roll
- Preparation of timetable for CAT and SEE
- Planning of seating arrangement for SEE
- Recording and compiling the marks of CIA and SEE
- Generating semester-wise and consolidated mark-sheets with security features
- Publication of semester wise result on the website

### Reforms in the Examination Procedures

- Different colour coded answer booklets with A-Z series to avoid malpractices
- Bar coded false numbers in answer booklets to ensure the transparency in valuation
- Question papers generated through **QnSmarti** software
- The CO, PSO and PO of different programmes mapped with the question papers to calculate the attainment ratio of outcomes in various UG and PG programmes.
- Examination fee is collected through online platform '**Razorpay**'
- '**E-doc**' a token generation software generates tokens for the students to visit Controller of Examination's office for their various needs
- Performance analysis of the students is done through 'Z-Score'
- Different online tools were used to conduct internal examinations

### Reforms during the Covid Pandemics

- **Decentralized examination**- 17 centres were arranged across the state to conduct the examination
- Student data and student preference for centres collected through google forms
- Examination details and student data for different centres consolidated through the software for the smooth conduct of examinations strictly maintaining Covid protocols
- For all PG courses, a ceiling system was introduced in all sections; the number of questions to be answered in each section were reduced and the weightage increased
- For all UG courses, ceiling system was introduced in Part C of the question paper
- **Special exams** were conducted for the Covid affected students who were unable to attend regular exams

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

**2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.**

### Response:

After a comprehensive review of the syllabus, the departments formulate Programme Outcomes (PO), Programme Specific Outcomes (PSO), and Course Outcomes (CO) based on the Revised Blooms Taxonomy for all the courses offered by the department. The outcomes are designed to incorporate the skills and knowledge that the students must possess at the end of a course. The COs are mapped to both PSOs and POs. These are then reviewed by the Board of Studies of the respective departments and submitted before the Academic Council for the approval. The approved POs, PSOs and COs for all programmes offered are stated and displayed on the **College Website**. Timely revision of the outcomes is done as per the changes introduced in the syllabus. The approved learning outcomes are communicated to teachers and students through **display boards** in the classrooms and college premises.

OBE is a student-centric teaching and learning methodology which comprises of different assessment modes to evaluate the outcomes/skills acquired by the students upon completion of a course. An **OBE workshop** was conducted by the Kerala Higher Education Council members for the faculty to help them formulate appropriate COs, PSOs and POs. The College also organized various training sessions for the teachers to familiarise them with the workings of Linways@SJC and QnSmarti.

An **orientation** is given to all new students to acquaint them with the concept of OBE as part of the common Bridge course. The outcome integrated syllabus displayed on the college website helps students to understand the objectives of a course. The teachers-in charge of each course familiarizes these outcomes in the beginning of a course itself to the students. They prepare lesson plans and design instructional strategies as per the required outcomes.

The Academic Excellence Committee of the college functions as the Learning Outcome Assessment Committee entrusted with the responsibility to monitor the institutional learning outcome and achievement through periodic and systematic review of the outcome of all programmes offered by the institution.

File Description	Document
Upload COs for all courses (exemplars from Glossary)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.****Response:**

The IQAC of the College as per the recommendations received from the different academic bodies of the institution has implemented an outcome-based assessment system of the learning outcomes based on the internal and external assessment mechanism. Our system of collection and analysis of data related to student learning outcomes is based mainly on the following format maintained programme-wise by the Examination Cell and the departments. The ratio for measurement of outcome is 50% External and 50% Internal. The point distribution of outcome mapping is from 0 to 3 [1%-50%: 1, 51% - 70%: 2, 71%-100%: 3]. The ratio of direct and indirect assessment is fixed at 90:10.

**Direct Assessment:**

**1. Internal Assessment:** The different components considered are two internal examinations conducted for each paper, assignment, seminar, classroom participation; and participation in quiz, industrial visit and other online MOOC courses offered through platforms like SWAYAM, Coursera and edX. These components are directly linked to the different COs, PSOs and POs.

**2. External Assessment:** The different COs, PSOs and POs of various programmes are linked with the question papers generated through the software QnSmarti. Each question is separately linked with different COs, which in turn are mapped with different PSOs and POs. The marks attained by students for each question would determine the level of attainment of various outcomes. A statistical indicator Z-Score is used to evaluate the academic performance of the students.

**Indirect Assessment:**

Data received through internal and external assessment is used to ascertain the level of achievement of the different outcomes. Along with these, feedbacks from different stakeholders- students, alumnae, teachers, employers – are also collected to check the efficacy of the syllabus prescribed and its related outcomes. A post-course assessment of the syllabus by the alumnae is also carried out. Each department also tracks the progression of students from one course to a higher course and also their employment status.

With the help of a dedicated software deQ OBE, the college successfully implemented OBE analysis to evaluate the attainment of taxonomy, CO, PSO and PO. This analysis is possible student-wise, course-wise, semester-wise and batch-wise. Reports of all the category with graphical analysis is accessible to every faculty to evaluate the batch and student attainment and progression, which helps to implement outcome-based education in its best possible way.

The departments review the results generated through these different methods to evaluate the syllabus and learning systems. Accordingly, necessary modifications are introduced through the revision of the syllabus/curriculum and revised outcomes. The revision done is presented before the Academic Council and Governing Body for approval. The approved syllabus is then forwarded to the University of Calicut for the final approval. Addition of micro modules and enrichment programmes is a result of prior planning on the basis of analysis of previous learning outcomes. Periodic and systematic review of the outcome and achievement of all programme offered by the institution is undertaken. Modifications, recommended to the statutory bodies, are considered while designing new programmes or courses in the emerging areas of

knowledge.	
<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

<b>2.6.3 Pass Percentage of students(Data for the latest completed academic year)</b>	
<b>Response: 96.96</b>	
<b>2.6.3.1 Total number of final year students who passed the examination conducted by Institution.</b>	
Response: 989	
<b>2.6.3.2 Total number of final year students who appeared for the examination conducted by the Institution.</b>	
Response: 1020	
<b>File Description</b>	<b>Document</b>
Upload List of Programmes and number of students passed and appeared in the final year examination(Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for the annual report	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

<b>2.7.1 Online student satisfaction survey regarding teaching learning process</b>	
<b>Response: 3.94</b>	
<b>File Description</b>	<b>Document</b>
Upload database of all currently enrolled students	<a href="#">View Document</a>

## Criterion 3 - 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**

**Response:**

St. Joseph's College constantly directs its resources to the development of a productive research-oriented culture among faculty and students. The college follows a definite research policy constituted by the Research Advisory Board and updated regularly as per the norms of UGC. The Research Committee ensures that every research activity is transparent, ethically justifiable, with no conflicts of interest, complies with the Research Policy and upholds occupational safety of the researcher. Productive research leading to innovative products/services, knowledge outcomes and quality publications are promoted. The progress and quality of research is constantly reviewed and monitored by the Research Ethics Committee and the Review Committee. The college promotes and directs the research activities of young researchers through **GRACE** (Guidance for Research and Assistance for Consultancy and Extension).

The Golden Jubilee Research Block made fully functional in 2018 houses key amenities which include a **central instrumentation facility** supported with the presence of advanced instruments, conference halls, separate workspace for scholars and research guides, 24-hour accessible research lab with uninterrupted power supply and Wi-Fi.

The well-established research centers in the disciplines of Mathematics (**CRMS–Centre for Research in Mathematical Sciences**), Commerce (**CRC–Centre for Research in Commerce**), Chemistry (**CRCS–Centre for Research in Chemical Sciences**) and English (**CRE–Centre for Research in English**) serve as active research hubs in the moulding of PhD scholars. The disease prevention efforts by **Communicable Disease Research Laboratory (CDRL)**, Manuscript Preservation and Digitization ventures of **Manuscript Research and Preservation Centre (MRPC)**, **DST-FIST funded Instrumentation Facility**, **Central Cell culture Facility (CPTC–Centre for Plant Tissue Culture, CATC–Centre for Animal Tissue Culture)**, **ICNR - Innovation Centre for Natural Resources**, **Nanomaterials Lab** are some of the cited evidences of infrastructure facilities in the direction of research.

The College encourages and supports the research activities of faculty and students through initiatives of **Seed Money** and **Special Incentives for Research**. Research advancements are also promoted through Governmental & Non-Governmental funded research projects and collaborative research ventures. International collaborations of research from renowned institutions such as British Library, Randox Laboratories (UK), UNESCO; National funding from agencies viz, UGC, DST, SERB, DBT, State funding from KSCSTE and Private funding by KSE and KLF were realized as part of CSR initiatives.

The research culture amongst students is promoted through various projects, internships, promotion of entrepreneurship skills, participation in International conferences, Hands on training, Doctoral & Post-Doctoral Research Programmes, International Travel and Research Exchange Programmes, Industrial collaborations, quality research publications cited in Web of Science and Scopus indexed journals and establishing a culture of plagiarism free publications. The scope of research is further enhanced by DSpace repository maintained by the college library.

The key research findings of the college include the **discovery of novel plant species, identification of 'Lagnaprakarana'** the writings of renowned Mathematician **Sangamagrama Madhava, psychoactive substance analysis of drivers, Bioactive compounds for mosquito vector control**, and many more. The research efforts in preserving the past heritages, discovering novelties and innovating to contemporary requirements seals the contribution of St. Joseph's College in the field of research and development.

File Description	Document
Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
URL of Policy document on promotion of research uploaded on website	<a href="#">View Document</a>

### 3.1.2 The institution provides seed money to its teachers for research (average per year, INR in Lakhs)

**Response:** 2.12

#### 3.1.2.1 The amount of seed money provided by institution to its faculty year-wise during the last five years (INR in lakhs).

2020-21	2019-20	2018-19	2017-18	2016-17
10	0	0	0.4	0.2

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

### 3.1.3 Percentage of teachers awarded national / international fellowship for advanced studies/research during the last five years

**Response:** 1.46

**3.1.3.1 The number of teachers awarded national / international fellowship for advanced studies / research year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	1	1	1	6

File Description	Document
List of teachers and their international fellowship details	<a href="#">View Document</a>
e-copies of the award letters of the teachers	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.2 Resource Mobilization for Research****3.2.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 97.61

**3.2.1.1 Total Grants from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
17	8	0.97	27.42	44.22

File Description	Document
List of project and grant details	<a href="#">View Document</a>
e-copies of the grant award letters for research projects sponsored by government and non-government	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.2.2 Percentage of teachers having research projects during the last five years**

**Response:** 3.9

**3.2.2.1 Number of teachers having research projects during the last five years**



2020-21	2019-20	2018-19	2017-18	2016-17
7	2	2	5	8

File Description	Document
Names of teachers having research projects	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.2.3 Percentage of teachers recognised as research guides

**Response:** 21.26

#### 3.2.3.1 Number of teachers recognized as research guides

Response: 27

File Description	Document
Upload copies of the letter of the university recognizing faculty as research guides	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 3.2.4 Average percentage of departments having Research projects funded by government and non-government agencies during the last five years

**Response:** 20.28

#### 3.2.4.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
7	2	3	3	2

#### 3.2.4.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
18	16	16	16	16

File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
List of research projects and funding details	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Paste link to funding agency website	<a href="#">View Document</a>

### 3.3 Innovation Ecosystem

**3.3.1 Institution has created an eco system for innovations, creation and transfer of knowledge supported by dedicated centers for research, entrepreneurship, community orientation, Incubation etc.**

**Response:**

St. Joseph's College reinforces the spirit of innovation and entrepreneurial skills in the scholars by providing them with sufficient resources to develop start-ups and enterprises; and seed money and incentives for quality research with innovative outputs. The College has a well-equipped Research Block with central instrumentation facility, incubation centre, social centre and other amenities to provide adequate infrastructure and support system for the faculty and students to do multidisciplinary research in alignment with the potential needs of society and industry. Quality publications of research outputs by faculty, students and research scholars; conferences and events related to research integrity; internships, student projects and industrial visits provide manifold opportunities to scholars to hone their skills and update their knowledge for the benefit of society and humanity.

**Institution's Innovation Council (IIC), Innovation and Entrepreneurship Development Centre (IEDC), Entrepreneurship Development Club (ED club) and Young Innovators Programme (YIP)** encourage entrepreneurship spirit among students and acts as platforms for initiation of start-ups. Workshops, training programmes and interactions with experts, consultants and advisors are conducted by these cells for the transformation of various innovative ideas put forth by students. Start-up initiatives of students in the college are utilized for motivation and capacity building among other students.

The institution also focuses on the upliftment of nearby communities, extensively conducting orientation programmes and training sessions which promote start-ups initiatives and innovations. Techniques in tissue culture, nursery management, training in mask production, candle making, mushroom cultivation and aquaponics were conducted for the community to enhance entrepreneurship among local people. Hackathon was yet another initiative for collaborative computer programming efforts showcasing the coding prowess.

The College has an incubation centre which provides necessary guidance, infrastructure and administrative assistance. Various valuable products produced, launched and marketed with the aid of incubation centre are

- **Phytorevita** - production and sale of herbal cosmetics
- **Femella** - a biodegradable sanitary napkin developed by the college
- **CISCOM** – Manufacture of common household cleaning agents, pain relief balms of medical value and hand sanitizers
- **Ujwalan** - Assembling of LED bulbs to make decorative lamp-forms for household and festival illumination
- **Livraria** – an app that facilitates the easy working of library
- **E-Mentor** - Online Mentoring and Counselling app to aid the mentoring system
- The **E-Bazar** initiative of ED club - a platform to market the products made by the students

The college community nurtures green initiatives in the campus like transforming plant debris, paper and cardboard wastes collected from college premises to produce vermicompost. The production of plastic free antibacterial grow bags from *Water Hyacinth* has been successfully carried out by the students. The production of bio-fertilisers, bio-pesticides, mushroom cultivation, etc. are some more green ventures of the college.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 3.3.2 Number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development during the last five years.

Response: 126

#### 3.3.2.1 Total number of workshops/seminars conducted on Research methodology, Intellectual Property Rights (IPR), entrepreneurship, skill development year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
45	37	21	18	5

File Description	Document
Report of the event	<a href="#">View Document</a>
List of workshops/seminars during last 5 years	<a href="#">View Document</a>

## 3.4 Research Publications and Awards

**3.4.1 The Institution ensures implementation of its stated Code of Ethics for research through the following: 1. Inclusion of research ethics in the research methodology course work 2. Presence of**

**Ethics committee 3. Plagiarism check through software 4. Research Advisory Committee****Response:** A. All of the above

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

**3.4.2 Number of Ph.D's registered per teacher (as per the data given w.r.t recognized Ph.D guides/supervisors provided at 3.2.3 metric) during the last five years****Response:** 1.37

3.4.2.1 How many Ph.Ds are registered within last 5 years

Response: 37

3.4.2.2 Number of teachers recognized as guides during the last five years

Response: 27

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>
URL to the research page on HEI web site	<a href="#">View Document</a>

**3.4.3 Number of research papers per teachers in the Journals notified on UGC website during the last five years****Response:** 1

3.4.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
36	31	22	19	15

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>

**3.4.4 Number of books and chapters in edited volumes / books published per teacher during the last five years**

**Response: 0.8****3.4.4.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
37	25	13	14	10

File Description	Document
List books and chapters in edited volumes / books published	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.4.5 Bibliometrics of the publications during the last five years based on average citation index in Scopus/ Web of Science or PubMed****Response: 11.23**

File Description	Document
Bibliometrics of the publications during the last five years	<a href="#">View Document</a>

**3.4.6 Bibliometrics of the publications during the last five years based on Scopus/ Web of Science - h-index of the Institution****Response: 11**

File Description	Document
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View Document</a>

**3.5 Consultancy****3.5.1 Revenue generated from consultancy and corporate training during the last five years (INR in Lakhs).****Response: 7.62****3.5.1.1 Total amount generated from consultancy and corporate training year-wise during the last five years (INR in lakhs).**

2020-21	2019-20	2018-19	2017-18	2016-17
0.20	3.71	1.00	1.25	1.46

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

### 3.5.2 Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs).

**Response:** 28.46

#### 3.5.2.1 Total amount spent on developing facilities, training teachers and staff for undertaking consultancy during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
0.60	2.29	12.65	6.53	6.39

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

## 3.6 Extension Activities

### 3.6.1 Extension activities are carried out in the neighbourhood community, sensitising students to social issues, for their holistic development, and impact thereof during the last five years

**Response:**

St. Joseph's College under the banner of 'Jossine Reach', NSS and NCC initiates numerous extension activities within the neighbourhood community to sensitize students about various social issues.

## **1. JOSSINE REACH - Social Service Wing of College**

The major intervention areas of Jossine Reach are:

### **Environmental Protection and Conservation**

Inculcating environmental consciousness through activities such as anti-plastic campaign; tree planting and protection campaign '*Pathayora Thanal Mara Samrakshana*'; promotion of organic farming; and awareness classes on environmental protection and energy conservation.

### **Community Health**

To promote health consciousness, awareness programmes on chronic diseases, nutrition, yoga, mental health, personal hygiene, smoking, alcoholism and lifestyle diseases are conducted. Blood and hair donation camps within the campus and medical camps in rural villages are held periodically.

### **Gender Sensitization and Mainstreaming**

Seminars and campaigns with a special emphasis on women protection, education, health and well-being, gender sensitization, sex education, domestic violence and legal issues are organized.

### **Disaster Response and Pandemic Mitigation**

The college community extended its service and support to the needy during the hours of emergency such as Okhi cyclone (2017), Kerala flood (2018), Kavalapara landslide (2019), Assam flood (2020) and COVID pandemic (2020-21). The notable services include:

- Relief camp at the campus
- Cleaning flood affected areas
- Fund raising for relief activities
- Collection and distribution of necessities to the victims
- Production cum distribution of masks, sanitizers and hand wash
- Distribution of PPE kits, pulse oxymeters, and other essentials
- A free vaccination drive
- Online Covid awareness classes and counselling

### **Civic Responsibility**

Visits to old age homes, differently-abled care homes, and orphanages; 'Fast a meal, feast a meal' for the needy; distribution of study materials and free tuition for school students; maintains mobile community library.

### **Conscientization and Capacity Building**

Awareness on organic farming, tailoring, book binding, chalk making, frame printing, soap making,

job orientation and computer literacy are organized by the college.

## 2. NSS

NSS unit plays an active role in the overall development of students by engaging them in community service. The notable activities include:

- **SNEHATHANAL**- financial help for house construction
- **URVARA**- agricultural project in collaboration with Krishi Bhavan
- **ITHIRIVETTAM**- teaching students of the adopted villages
- **ULKAZHCHA**- awareness regarding eye donation
- **SNEHASPASHAM**-visits to old age homes
- **SNEHAPADHEYAM** - distribution of food to the needy
- **JALAM JEEVAMRUTHAM**- conscientization on water conservation
- **VIMUKTHY JWALA** – Anti-narcotic campaign

The unit has won the following awards:

- **'Sahachary' award** by Government of Kerala
- **Best NSS Unit** (2015-16, 2017-18, 2020-21)
- **Best NSS Programme Officer** (2015-16, 2017-18, 2020-21)
- **Best NSS Volunteer** (2015-16, 2017-18, 2018-19, 2019-20)

## 3. NCC

The NCC unit strives to achieve the spirit of adventure and selfless service through participation in various nation building activities like Swatch Bharath and Haritha Keralam Mission; Atmanirbhar Bharat Abhiyan; Fit India and Save Energy Campaign. NCC stands at the forefront in effective disaster management which make the students aware of the socially significant issues; strengthen the sense of social responsibility; and provide the students an opportunity to develop leadership skills and capacity building.

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

### 3.6.2 Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government recognised bodies during last five years

**Response:** 40

#### 3.6.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.



2020-21	2019-20	2018-19	2017-18	2016-17
10	8	7	6	9

File Description	Document
Number of awards for extension activities in last 5 year	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.6.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

**Response:** 112

#### 3.6.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
26	23	27	13	23

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.6.4 Average percentage of students participating in extension activities listed at 3.6.3 above during the last five years

**Response:** 70.38

#### 3.6.4.1 Total number of students participating in extension activities listed at 3.6.3 above year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
2023	1959	1886	1676	1910

File Description	Document
Reports of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.7 Collaboration

#### 3.7.1 Number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work

**Response:** 49.8

##### 3.7.1.1 Total number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work

2020-21	2019-20	2018-19	2017-18	2016-17
73	38	58	34	46

File Description	Document
Number of Collaborative activities for research, faculty etc	<a href="#">View Document</a>
Copies of collaboration	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 3.7.2 Number of functional MoUs with institutions of national, international importance, other institutions, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)

**Response:** 73

##### 3.7.2.1 Number of functional MoUs with institutions of national, international importance, other Institutions, industries, corporate houses etc. year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
25	14	12	11	11

<b>File Description</b>	<b>Document</b>
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other Institutions etc during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## Criterion 4 - 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 equipment etc.**

**Response:**

The management of St. Joseph's College consistently strives to uphold academic excellence which is evident in the up-to-date infrastructural facilities provided for the comprehensive development of students. The College campus encompasses approximately 30430 sq m built-up area of teaching and learning facility spread out in 21 acres of an eco-friendly landscape. All buildings are constructed with proper ventilation and fresh air flow with long verandas and corridors; and plenty of glass windows radiating ample light to create the right atmosphere for teaching-learning.

**Classrooms**

The institution houses 97 spacious classrooms and four seminar halls enabled with ICT facilities which induces a dynamic teaching-learning environment. **Availability of three computer labs for e-Learning** helps the students to complete their academic assignments on time. Four conference rooms, **iLab** studio with e-content development facilities, reading room, interactive panel boards, LCD projectors, LED TVs, speakers, lecture capturing systems, black boards, documentation camera, Over Head Projectors (OHP) and the public announcement system supplement the high-quality teaching and learning experience.

**Laboratories**

Experiential learning helps the students to enhance their knowledge level and skills required in their respective fields. This goal is accomplished with the aid of 15 science labs, four research labs, three computer labs, business lab, audio lab, video lab, media lab, wellness lab, fashion designing lab, manuscript lab and language lab. Occupational health and safety are strictly monitored in laboratories. Many of these laboratories are equipped to carry out both routine practical sessions as part of regular courses and research works. Annual 'Open Lab Day' is celebrated by various departments, providing an opportunity for students from nearby schools to visit our laboratories.

**Computing Facilities**

High speed internet lease line facilities, adequate Wi-Fi access points and server rooms facilitate high speed network connectivity across the campus. A total of 480 computing systems are made available in the college. The college uses the Learning Management System, LINWAYS@SJC to facilitate teaching and learning processes. LINWAYS@SJC courseware is successfully employed in college admission procedure, attendance marking, providing study materials, conducting online exams and quizzes, assignment and mark submission, communication and grievance redressal.

**Blended Learning Facilities**

The practice of blended learning burgeoned during the pandemic. Some of the facilities employed for effective teaching-learning were iLab (studio), interactive boards, media lab (40 computers with video

conference facilities).

### Other facilities

The hostel accommodates 300 students and facilitates excellent learning atmosphere. Common study rooms are allocated on each floor and a KIOSK with computers and internet facilities are made available to the students. Ramps, elevators, and specially designed wash rooms give the physically challenged a comfortable experience at the college. Camera assisted reading facility and softwares are made available for visually challenged students. Other supporting facilities include the Auditorium, Research block, Zoology Museum, Botany Museum, Herbarium, Botanical Garden, Cochin Museum, Script Garden, Darsana Student Counselling Centre, Recreational Room, Washrooms and Restroom. Uninterrupted power supply is assured through the substation and generators in the campus. Water purifying machines are placed on each floor.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

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

##### Response:

The college generously invests in developing infrastructure amenities to promote different cultural and sports activities.

##### Cultural activities

Cultural events are organized by the college in general and by different departments. Fine Arts club conducts intramural cultural competitions, and facilitates participation in state level, interzone and D-zone (Calicut University) events. 'SJC Chronicle', the in-house news channel provides opportunities to gain experience in mass communication. The different clubs like Oratory and Debate club offer an excellent platform for students to develop their skills/talents.

- The auditorium has a seating capacity of 1500 with fully equipped stage and sound system
- The amphitheatre is an open stage to host celebrations such as Onam, Christmas, Ramadan, Diwali, Holi etc.
- Seminar halls are utilised for elocutions, debates, PPT presentation competitions
- iLab offers facilities for audio-video recording and editing, YouTube content creation, Campus radio, creation of documentaries and short films
- Arcadias serve as a space to relax and to practise on stage programmes
- Well-equipped college band with adequate musical instruments

##### Yoga

- Exclusive hall for daily yoga sessions and yoga course work with interactive smart board

- Trained and experienced yoga gurus impart sessions to the students on yoga asanas, pranayamas, mudras etc.

## **Sports and Games**

The institution enjoys its legacy of National & International achievements and rewards. The college has a plethora of sports and games facilities:

### **Outdoor facilities:**

- Football field with an area of 6500 sq m
- 200 m Track with an area of 7700 sq m
- 2 Volleyball courts with an area of 1056 sq m
- Synthetic Basketball/Tennis court with an area of 666 sq m
- Handball court with an area of 800 sq m
- Open Gymnasium is also set in area of 102 sq m
- Adventure Park is laid in an area of 80 sq m

### **Indoor Facilities:**

Indoor stadium with teak wood floor of 570 sq m and 2500 seating capacity

- Basketball court
- Volleyball court
- 4 Shuttle Badminton courts
- 4 Sepak Takraw courts
- 32 Judo Mats
- 100 Kabaddi Mats
- Table Tennis Board

### **Other Facilities in the Indoor Stadium:**

- Fitness Centre with an area of 75 sq m
- Yoga hall with an area of 40 sq m
- Wellness centre with an area of 20 sq m
- Two dressing rooms with an area of 35 sq m
- Coaches' accommodation room with an area of 20 sq m
- Physical Education Department office with an area of 20 sq m
- Two Sports equipment rooms with an area of 25 sq m

The total area of sports facilities is around 13338 sq m with a usage rate of 300 students per day. The college shares these facilities with the neighbouring institutions and local community.

File Description	Document
Geotagged pictures	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

**Response:** 100

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 100

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

#### 4.1.4 Average percentage of expenditure for infrastructure augmentation excluding salary during the last five years (INR in Lakhs)

**Response:** 31.03

##### 4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
171.57	166.48	283.83	396.03	209.75

File Description	Document
Upload Details of Expenditure , excluding salary during the last five years	<a href="#">View Document</a>
Upload audited utilization statements	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

**Response:**

The college is proud of its excellent automated library with a collection of 60229 reference books, 70 journals, 30 magazines, 1260 CD/DVDs, online data bases, and newspapers. The fully digitalised library guarantees a hassle-free accessibility to students and staff.

### **Automated door entry and exit**

A chip-based identification card allows prompt entry and exit through automated door system. The entry and exit are recorded automatically.

### **Integrated Library Management System (ILMS)**

The library functions on ILMS 'Koha' which facilitates library's modules acquisitions, circulation, cataloguing, serials management, flexible reporting, label printing, multi-format notices, full text searching and many more.

### **Self service desk**

The user has the freedom to choose the self-service desk facility to issue or return his/her books in a single scan of his/her ID card and book's barcode. Five, seven and ten books are permissible at a time for UG, PG students and for faculty respectively up to 14 days without renewal.

### **Remote user access**

Remote user access facility integrated in LMS (LINWAYS@SJC) enables the user to access the library holdings off campus and enables them to locate specific books. This facility also permits the user to book and renew their holdings. The users can access the digital library- Pearson library through their library account.

### **Computers and internet connectivity**

High speed Wi-Fi internet inside the whole library and 50 desktop computers with ethernet connection and catalogue searching facility

### **Mini teleconference room**

A mini teleconference room, especially meant for research scholars and their mentors which accommodates 6 to 8 people.

### **e-subscriptions**

The library has subscribed e-journals, DELNET, INFLIBNET, N-LIST, DSpace, e-ShodhSindhu and Pearson eLibrary. A digital repository of previous years' question papers is available in the library for reference.

### **Orientation programme**

Newly admitted students/faculty are oriented on the functions of the college library. Training programme on various e-contents and e-subscriptions are arranged for the students.



**Other Facilities:**

- General reference and reading area which can accommodate approximately 240 users at a time
- Discussion zone: A special zone for peer group discussions and leisure reading
- PG reading area: With a seating capacity of 90, allocated for the Post Graduate students
- Faculty reading area with a seating capacity of 25
- Differently-abled friendly library: Appropriately constructed entry and exit ramp and wheel chair facility, elevator, reading assistance hardware and software, disabled friendly computers with associated software (JAWS) and voice assistance facility
- Thaliola collection: Collection of ancient Malayalam manuscripts in palm leaves
- Thesis collection: Collection of doctoral theses of faculty and research scholars for reference
- Abdul Kalam Museum: A knowledge hub dedicated to Dr A. P. J. Abdul Kalam in loving remembrance of his visit to the college on the occasion of the Golden Jubilee Year
- Lakshadweep Zone: Highlighting the multicultural importance and communal harmony advocated by the institution, a special zone is devoted for Lakshadweep students
- General: Printing, scanning, spiral binding and photocopying facilities
- CCTVs are installed inside the library for the overall supervision and security of the library and its users

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste Link for additional information	<a href="#">View Document</a>

**4.2.2 Institution has access to the following: 1. e-journals 2. e-ShodhSindhu 3. Shodhganga Membership 4. e-books 5. Databases 6. Remote access to e-resources**

**Response:** A. Any 4 or more of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of subscriptions like e-journals, e-books , e-ShodhSindhu, Shodhganga Membership etc	<a href="#">View Document</a>

**4.2.3 Average annual expenditure for purchase of books/ e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**

**Response:** 19.68

**4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
16.08	17.02	29.61	9.60	26.11

File Description	Document
Details of annual expenditure for purchase of and subscription to journals/e-journals during the last five years	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the latest completed academic year

**Response:** 15.5

##### 4.2.4.1 Number of teachers and students using library per day over last one year

Response: 494

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

### 4.3 IT Infrastructure

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

**Response:**

IT policy of St. Joseph's College defines guidelines for proper usage and maintenance of the technological assets to ensure their ethical and acceptable use and to assure safety and security of data, facilities as well as of the people using them. The college IT policy is a comprehensive plan that outlines how technology should be used to meet Confidentiality, Integrity, and Availability (CIA). The college IT policy applies to students, research scholars, faculty, administrative staff, higher authorities, officers and guests for network devices (wired/wireless), internet access, computing facility, data storage, printers/scanners and multimedia content. The well-defined IT policy is exhibited near the computer laboratories.

Usage of wireless infrastructure inside the campus is meant for academic purposes and to browse through exclusive online resources for all stakeholders. There are various processes and checks (Firewall)

in place to ensure appropriate and adequate usage of Wi-Fi in the institution. The IT policy guides a well-defined procedure for regular assessment and maintenance of computing system.

**Cyber-Security** is assured through the installation of authentic software, use of secure protocols (HTTPS, SSH), communicating via official email address, providing individual login portal and safe login credentials, secure database for conducting exams and setting question bank. Active antivirus software is ensured in all the systems. FIREWALL network security system is installed to protect the college IT structure from cyber-attacks. Round the clock CCTV monitoring system adds extra care to the IT facilities in the college.

**Software** installation is strictly monitored by the IT wing and the IT policy promotes Free and Open-Source Software (FOSS). Proper e-governance is accomplished with ERP software (LINWAYS@SJC) by performing all the activities from student admission to TC issuance. Monitoring of student progression, question bank automation, conducting examination and certificate issuance are performed utilising ERP software.

The College periodically upgrades and updates its IT facilities thereby ensuring high quality teaching-learning and allied functions of the college. Details of the IT facility updation are listed in the tables given below.

Details of automation system	Name of application	Year of Implementation
Learning Management System	LINWAYS@SJC	2016
Examination Automation System	LINWAYS@SJC	2016
Exam seating arrangement	EXAMATE	2016
Question Bank	Qnsmarti	2019
Library Automation System	Koha	2019
Library app	LIVRARIA	2020
Mentoring app	LIVEMENT	2021
Cyber security	Firewall	2021

Upgradation	2015	2021
Computing systems (Nos)	150	480
Internet lease line (Mbps)	10	100
Wi-Fi access points (Nos)	5	50
Servers (Nos)	0	2
CCTV	10	77
Interactive panel	0	26
LCD Projector	24	51
Smart TV	10	23

In-house IT Wing ensures uninterrupted IT service in the college. IT committee meets regularly to evaluate the requirements submitted by various departments for the subsequent academic year to upgrade and purchase computing facility and services. The confirmed requirements by the committee for the year are sent to the purchase committee for approval. The finance committee prepares a budget based on the requirements approved by purchase committee and it is forwarded to the Principal for approval and the purchase is initiated by the purchase committee with the Principals consent.

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

#### 4.3.2 Student - Computer ratio (Data for the latest completed academic year)

**Response:** 7.69

File Description	Document
Student - computer ratio	<a href="#">View Document</a>

#### 4.3.3 Bandwidth of internet connection in the Institution.

**Response:** 250 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

#### 4.3.4 Institution has the following Facilities for e-content development

1. Media centre
2. Audio visual centre
3. Lecture Capturing System(LCS)
4. Mixing equipments and softwares for editing

**Response:** A. All of the above

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 4.4 Maintenance of Campus Infrastructure

#### 4.4.1 Average percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component during the last five years

**Response:** 17.05

##### 4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
151.13	116.26	191.03	91.54	109.79

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

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

##### Response:

- The Planning Body of the College comprising of the Building Committee, Planning Board, Purchase Committee, Campus Development Committee, Green Audit Committee and Library Advisory Committee regularly monitor and evaluate the status of various physical, academic and support facilities in the college.
- Dean of Science and Arts, Heads of the Departments and other club/committee in-charges forward the maintenance and upgradation requests to the Principal
- An online registration portal (e-doc) through which faculty and students can register maintenance requests and complaints
- A stock register is maintained in every department and is updated periodically with the entry of items purchased under various schemes
- The annual maintenance work (civil, electrical, plumbing, painting works etc.) in the college and hostel buildings are done during the summer vacation
- The computer systems are maintained by the IT wing. For the repair of branded products and lab equipment, authorized service engineers are employed as and when necessary. Lifts are maintained under Annual Maintenance Contracts (AMC). Furniture and fittings are maintained by carpenters engaged on a contract basis.
- Anti-virus/anti-malware software are installed in all the computers and are updated from time to time
- Four Power Generator units are installed in the campus in order to ensure uninterrupted power supply
- Entry of faculty and students in the library is permitted only with the non-transferable ID card. All books are periodically inspected and damaged books are rebound. New books are added to the collection at the beginning of the academic year and semesters as per requests received from departments.
- Sports and games materials are purchased periodically according to the strength and requirement of the students. Coaching camps are conducted for the students throughout the year. Indoor stadium and gymnasium are regularly maintained by the house keeping staff.
- The campus houses a common garden, Botanical garden, Butterfly garden, Medicinal garden and Script garden, which are maintained periodically
- Washrooms are cleaned twice a day by the housekeeping staff

Procedure for the utilization of physical, academic and support facility

### **I. Utilization and maintenance of Laboratories**

- Laboratories are allotted to different classes based on the academic timetable
- Standard operational procedures for handling chemicals and scientific instruments are charted, exhibited and are strictly followed
- Sufficient first aid kits and fire extinguishers are checked & replenished
- Stock register is maintained and updated strictly
- Dead stock register is maintained and updated regularly
- Interdepartmental dead stock verification and inspection is carried out by the Department Heads at the end of every academic year
- Any deviation/discrepancy in any of the above is brought to the notice of the Principal immediately.

### **II. Utilization of the Library**

- Issuance of books is fully automated using KOHA. All books are marked, classified and conveniently placed on the racks. The positions of the books are updated with KOHA for easy retrieval.
- Every student is allotted a library card immediately after taking admission. This card can be used for issuing 5 books every fortnight for UG students, 7 books for PG students and 10 books for research scholars and faculty.
- Late return of library books will result in overdue fine
- Every student can access e-books, online journals and magazines through computer terminals available in the E-library
- Photocopying and Printing facilities are made available in the library

### **III. Utilization of the Computer Laboratory**

- Computer laboratories are allotted to different classes based on the respective syllabi and timetable
- E-library timetable is created every semester to identify vacant time slots to ensure optimum utilization
- Vacant time slots are allotted to students for preparation of seminars and projects on request

### **IV. Utilization of Classrooms**

- Classrooms are allotted as per the student strength
- Class teachers are in charge of maintaining the particular classroom
- Class teacher informs the college maintenance head about the requirement of repair, cleanliness etc.

### **IV. Utilization of sports and games facilities**

- Outdoor and indoor stadiums, gymnasiums, equipment, furniture and various courts are maintained under the supervision of the Department of Physical Education
- Students and faculty are allowed to use the indoor and outdoor facilities
- Sports coaches and professional trainers are appointed by Kerala State Sports Council as well as the college management

- Sufficient first aid kits are made available at the Physical Education department for attending potential injuries and medical emergencies
- Ground levelling and other maintenance works are done annually
- Body Mass Index device and body composition analyser are installed in the campus and can be used by students and staff

#### IV. Utilization and maintenance of ICT facilities

- Smart TVs/interactive panels/LCD projectors are installed in classrooms for regular lectures and seminars. These boards are maintained under AMC.
- Free Wi-Fi is enabled across the campus for academic purposes. Campus Wi-Fi facility is maintained by service providers like BSNL, Jio Fiber.
- Online classes, online exams, attendance marking, assignment submission etc. are carried out through the Learning Management System, Linways@SJC
- College website is maintained by Kerala Infotech, Thrissur
- Question papers for end-semester examinations are prepared using an online question bank, **QnSmarti** which is maintained under AMC with ipsr solutions ltd., Kottayam.
- IT wing manages the general maintenance of ICT equipments. Specific problem related maintenance is done by m/s PC Links, the IT service providers with whom the institution has an AMC and MoU

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 47.33

##### 5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
1366	1220	1310	1010	1434

File Description	Document
upload self attested letter with the list of students sanctioned scholarships	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution and non-government agencies during the last five years

Response: 30.62

##### 5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
1623	1126	828	391	342



File Description	Document
Upload any additional information	<a href="#">View Document</a>
Number of students benefited by scholarships and freships besides government schemes in last 5 years	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**5.1.3 Following Capacity development and skills enhancement activities are organised for improving students capability 1. Soft skills 2. Language and communication skills 3. Life skills (Yoga, physical fitness, health and hygiene) 4. Awareness of trends in technology**

**Response:** A. All of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

**5.1.4 Average percentage of students benefited by career counseling and guidance for competitive examinations as offered by the Institution during the last five years.**

**Response:** 71.53

**5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
3060	2851	1662	1362	997

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.1.5 The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases 1. Implementation of guidelines of statutory/regulatory bodies**

2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** A. All of the above

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 8.1

#### 5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
169	53	78	46	31

File Description	Document
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years	<a href="#">View Document</a>

### 5.2.2 Percentage of student progression to higher education (previous graduating batch).

**Response:** 49.12

#### 5.2.2.1 Number of outgoing student progressing to higher education.

**Response:** 503

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education	<a href="#">View Document</a>

**5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)**

**Response:** 55.55

**5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
71	97	61	53	19

**5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: IIT/JAM/ NET / SLET/ GATE/ GMAT/CAT,GRE/ TOEFL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
145	169	118	94	30

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

**Response:** 107

**5.3.1.1 Number of awards/medals won by students for outstanding performance in sports / cultural activities at inter-university / state / national / international events (award for a team event should be counted as one) year - wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
58	18	6	17	8

File Description	Document
Number of awards/medals for outstanding performance in sports/ cultural activities at inter-university / state / national / international level during the last five years	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

#### Response:

The institution ensures the active participation of students in the effective functioning of the college by providing different platforms like the College Students Union, Department Council, Associations, Committees and Clubs.

#### College Union Council

The College Union Council is elected democratically in compliance with the guidelines of the college election procedure. The elected class representatives from each class nominate and elect different student representatives through the **Parliamentary System**. During the pandemic, the college initiated a digitalized voting system for the College Union Election 2020-2021. The union comprises of Chairperson, Vice Chairperson, General Secretary, Joint Secretary, Fine Arts Secretary, General Captain, Student Editor, two University Union Councillors, Batch Representatives, NSS, NCC, AICUF representatives and Departmental Association Secretaries. This Student Council functions under the guidance of the Staff Advisor nominated by the Principal.

An integral part in the progression and development of the institution, the Student Union Council holds meetings periodically to plan and conduct varied student-oriented academic, cultural, literary, and other activities along with celebrations of different days and festivals. The Union ensures student participation in all the socially committed programmes of the college. The Student Editor under the guidance of faculty co-ordinators spearheads the publication of the college magazine 'The Sibyl'.

#### Associations

Each department has an association headed by a student secretary who co-ordinates the various academic activities like seminars and workshops; and non-academic activities like Fresher's Day, send-off, and observance of National / International days. The association commemorates major festivals to

impart secular values and harmony among students.

### Representations in Academic & Administrative Bodies of the Institution

The Student Union Council along with the committees and various clubs and associations devises dynamic programs and events which aids wholesome growth and development of students and the institution. The student IQAC representative selected from each class acts as the mediator between the IQAC and their class to ensure the free flow of ideas for the advancement of curricula and student centric activities. The representatives conduct student council meetings and confirm student participation in the overall quality enhancement of the institution.

Students' feedback regarding syllabus, teaching-learning, internal and external evaluation are discussed and the recommendations are considered for modifications. Student representatives play an active role in all the major committees of the college.

The social commitment of the student body under the leadership of the Student Council was reflected in the various activities related to different natural calamities, especially during post flood and the pandemic. The college was a relief camp during the floods in 2018 and the student body actively engaged in the collection of relief materials and the management of the camp. With the assistance of Local Self Government Institutions, the students actively participated in the covid epidemic scenario.

File Description	Document
Paste link for Additional Information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural events / competitions organised by the institution per year

**Response:** 34.8

#### 5.3.3.1 Number of sports and cultural events / competitions organised by the institution year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
62	10	49	45	8

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

## 5.4 Alumni Engagement

### 5.4.1 The Alumni Association / Chapters (registered and functional) contributes significantly to the development of the institution through financial and other support services.

#### Response:

The registered and functional Alumnae Association has been a pivotal base in the development of the institution with a plethora of activities. This association of St. Joseph's College has been functioning as a locus body since 1971 to maintain a connection and rapport with alumnae and to keep them apprised of the progression of the College. It is registered as a Charitable Society, 'St. Joseph's College Alumni,' under Travancore Cochin Literary, Scientific and Charitable Societies Registration Act XII of 1995 (Reg NO:TSR/TC/283)

One of the major events of wide reach is the Annual Alumnae Meet organized on 26th January every year. This convention aids the Alumnae association to constitute its directorial body through election; to honour State, National and International achievers; and to present Best Alumnae Award. The college website provides a separate domain for alumnae to share personal and professional updates which lead to various job opportunities for the Josephites.

The annual alumnae journal *Domus Josfite* highlights the prime activities and achievements of the college and of alumnae, keeping the alumnae updated about the various initiatives of the institution. The association launched three functional chapters around the globe- 'International Chapters'; 'U.A.E Chapter'; and 'Gulf Chapter'. These chapters were inaugurated by Dr R.Bindu, one of the luminary alumnae and the Honourable Minister for Higher Education, Kerala State Legislative Assembly.

#### Financial contributions

Alumnae contribute financially to its alma mater catering to the needs of the institution.

- Rs 1,35,300/- to the project 'A PHONE TO LEARN' – an initiative to provide economically backward students with phones for online classes during the pandemic
- Rs. 85,000/- by the 1993 and 1994 batches in 2018 and 2019 respectively towards 'AMMA', a charitable foundation
- Rs. 8,00,000/- for library renovation; Rs. 5,00,000/- for the needy batch mates; Rs. 71,648/- as endowments; Rs.40,000/- for oxymetres for DCCS; Rs. 45,000/- towards the Flood Relief Fund; and Rs. 3,65,000/- for digital notice boards and LCD projectors

#### Academic Contributions

The academic ventures include seminars and webinars on various topics like Career Guidance, Emerging Technology, Gender Equality, Entrepreneurship and Research Methodology. As members of Board of Studies, alumnae play a vital role in academic progression by contributing towards syllabus updation. Alumnae initiated a certificate programme, '**BLOOM**- from Being to Becoming', developed by an eminent alumna, aiming to develop the soft skills of the students. It was successfully conducted through the residential camp led by former UNICEF professional.

**Social commitment**

The Alumnae Association always upholds the vision and mission of the college through the conduct of activities related to gender equality, women upliftment and empowerment. 'Reconnect' an exhibition of handicraft items encouraged entrepreneurship among the members. Alumnae contributed audios to audio library and 'Hidden Voices' for blind. The association launched a video as a tribute to frontline Covid warriors and organized a musical tribute to Padma Vibhushan ONV Kurup as a posthumous honour for his literary contributions.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

**5.4.2 Alumni financial contribution during the last five years (in INR).**

**Response:** B. 10 Lakhs - 15 Lakhs

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

## Criterion 6 - 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

##### Response:

St. Joseph's College, a premier higher educational institution, founded in 1964 and managed by Holy Family Congregation, exemplifies the vision of women empowerment through education, as upheld in the noble far-sighted endeavours of St. Mariam Thresia and Venerable Fr. Joseph Vithayathil. In recognition of the institution's distinctive educational goals, the UGC has granted Autonomy and the status of College with Potential for Excellence in 2016.

##### Vision

*Women empowered and liberated through knowledge for a brave new world of ideal families.*

##### Mission

*Creating an educational environment for the total development of young women in this globalized e-world through value based holistic instruction across a wide range of disciplines and mainstreaming a gender perspective in the national development process.*

##### Nature of Governance

St. Joseph's boasts of effective leadership through well-organized structures and precise systems.

- **The Board of Management:** The institution is managed by 'St. Joseph Educational Society'. The superior of Pavanatma Province is the President of the Educational Society and Manager of the College. The Manager and the executive committee of the society constitute the Board of Management. On behalf of the Board, the Local Manager monitors the day-to-day activities of the college. Meetings are held periodically to assess the performance and developmental needs of the college; and to formulate and execute policies pertaining to academic and administrative matters.
- **The Education Board:** The Education Board comprising of the Principal, representatives from faculty and staff; college bursar; hostel warden; and nominated members meet every month to evaluate, plan and co-ordinate the academic and administrative routines of the college.
- **The Governing Council:** The apex statutory body meets twice a year to evaluate the various administrative, academic, non-academic and financial activities within the College and provide guidance for further development of the institution.
- **The Academic Council:** The Council chaired by the Principal meets twice a year to evaluate and provide further guidance regarding the curricular, sports and extra-curricular activities of the College. It monitors enrolment, curriculum design and evaluation submitted by various Boards of Studies within the College.
- **Board of Studies:** The BoS of all the departments meet twice a year to revise the curriculum based on feedbacks received from the stakeholders.
- **IQAC:** The Cell focuses on the advancement of the teaching-learning environment and upliftment



of students and faculty through various academic and non-academic initiatives.

### Perspective Plans

The perspective plans of the institution are framed through a collaborative process taking into consideration the various stakeholders and is in tune with the vision and mission of the institution.

- The plan emphasises on delivering high quality teaching, learning, research, student support, extension, consultancy and innovations.
- It also includes timely restructuring of the syllabi to meet local/national/global challenges and thereby transforming the institution as a centre of excellence.

### Participation of Teachers

Faculty members are part of the various statutory and non-statutory committees functioning within the institution. Discussions leading to decisions regarding the different student-oriented activities and general affairs of the institution are held in the monthly staff council meetings.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 6.1.2 The effective leadership is reflected in various institutional practices such as decentralization and participative management.

#### Response:

The management of St. Joseph's College adopts a decentralized approach and encourages collaborative approach for incorporating policies in institution through the formulation of committees for various initiatives and activities.

- The Board of Management formulates a policy for the welfare of college
- The Education Board monitors and supervises the implementation of these policies
- The College Council along with faculty execute the academic and administrative policies
- Department council consisting of Head, faculty and student representatives from all classes involve in curriculum designing and evaluation process
- Staff council provides a platform for teachers to express their views regarding different initiatives and policies
- Student participation in governance is realised through Student Union Council, Department Association and College Committees.
- Feedback from all stakeholders, PTWA and retired staff is collected before implementing the policies.

#### Case study: Library Renovation

The management always ensures decentralized administration and plays a lead role in institutionalizing the best practices in campus. A classic evidence of decentralization and participative management is exhibited in the **Library Renovation Project**, launched in April 2020 anticipating the infrastructural requirements and upgradation of facilities to evolve into a **centre of excellence**.

Under the Library Advisory Board, subcommittees including administrators, faculty, PTWA and students were formed to work out strategic plans. During the initial brainstorming session, reform measures and reviews were collected from respective stakeholders. The Educational Board, the College Council and the Finance committee drafted the first plan for renovation in accordance with the feedbacks received. Strategy plan was approved by the Academic, Staff and the Department Councils. The final draft was devised in consonance with external agencies and constructive reviews from faculty and students. The 'execution chart' including the design of the project, financial plan and the timeline of the project was evaluated and approved by the College, Academic, Staff and Department Councils.

The participation of students was crucial as this project focused on their intellectual advancement and personal development. Representatives of each class were included in different committees. The **PTWA, the Alumni Association and the Retired Staff** contributed greatly towards this project through **substantial monetary assistance and productive suggestions**. St. Joseph's **benefactors** from all **sectors met, offering their full-fledged** support for this venture.

#### Outcome:

The **Library Renovation Project** transformed the semi-traditional into a fully hybrid library resonating with positive ambience, creating an exclusive space for the users to interact with various resources for their holistic development. Highlights of this venture are

- A **reading corner** for reading personal books
- A **store** for purchasing books
- **Cubicles** for **Research Scholars and Faculty** along with a **Discussion Hall**
- **'Lakshadweep Corner'**- a space dedicated to regional journals and publications from Lakshadweep
- **KIBO** hardware to assist blind students
- A space to exhibit **publications and thesis of teachers**
- An **area dedicated to alumni** to exhibit their publications
- An **Audio Lab** for recording sessions
- **D-space**- a digital space where students can access question banks and theses
- **Kalam Museum** to honour Dr. APJ Abdul Kalam and his visit to this institution
- **Turnstile** entrance system
- Instalment of the softwares KOHA and LINWAYS

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for strategic plan and deployment documents on the website	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

St. Joseph's College has always endeavoured to provide value based and global level education in collaboration with all the stakeholders. The college practices a participative management which initiates guidelines and directives for improving the academic and administrative aspects of college emphasizing the concept of '**Centre of Excellence**'.

- The Strategic Plan Document 2013-2023 is in action for achieving the long-term goal of the college to be a Centre for Excellence.
- The Board of Management and the Governing Council give directions for long-term strategic plans.
- Short-term goals are set at the department level. These goals mainly include enhancing **Faculty excellence, Student performance, Academic system and Infrastructure**.

#### Activity successfully implemented:

#### Improving Teaching-Learning Experience in the Campus

St. Joseph's College strives to evolve strategic plans to meet the challenges in all academic dimensions. To improve the teaching learning experience in the campus, the College undertook the following measures:

- Enhancement of ICT enabled teaching learning measures
- Involvement in academic and non-academic extension activities
- Introduction of new programs and value-added courses
- Coaching and exposure programs for career development

This strategic plan was proposed by the Board of Management in 2013, to create an ideal academic environment, empowering students to meet the challenges of a globalized competitive world. The Education Board and College Council geared this planning and effectively carried it out during the past eight years.

#### Evidence of Success

#### 1. Enhancement of ICT enabled teaching-learning measures

- 26 interactive panels, 12 smart boards, 40 LCD Projector and 24 smart TV enabled classrooms
- E-conferencing facility for online national and international conferences, providing an opportunity to converse with educational experts around the globe.
- Online and blended teaching-learning system in seminar halls and 10 lecture capturing systems functioning successfully
- A full-fledged studio for audio/video recording and editing, tele-conferencing, preparation of teaching material and editing
- Establishment of LMS and its regular upgradation for delivering course content and conducting online classes and examination

- Training provided to teachers and students, equipping them to use multiple ICT tools.

## 2. Involvement in academic and non-academic extension activities

- **Jossine Reach-** the institution's outreach Wing helps students and faculty to reach out to the community as part of civic responsibility and initiate different activities like environmental protection and conservation, community health management, disaster response, and pandemic mitigation.
- Collaborative programmes between departments and external institutions
- Improved faculty and student linkages and exchange programmes

## 3. Introduction of new programmes and value added courses

- Certificate courses like, 'An overview in Data science', Gemology, Tally with GST and Tax Practitioner Course.
- Commenced B.Sc Costume and Fashion Designing, B.Sc. Chemistry, M.Sc. Data Analytics, M.Sc. Psychology and Integrated M.Sc. Biology
- Started **Four** B.Voc Programmes- Applied Microbiolgy & Forensic Science, Malayalam & Manuscript Management, Mathematics & Artificial Intelligence and Software Development.

## 4. Coaching and exposure programs for career development

- Conducted skill development programmes like training in Adobe Photoshop, Adobe Premiere Pro etc.
- Launched an online course for creating web pages for both students and faculty
- Implementation of zero hour to provide enrichment Courses
- Orientation classes for the newly admitted students

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Strategic Plan and deployment documents on the website	<a href="#">View Document</a>

### 6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.

#### Response:

As is evident from the institutional policies, a well-organized structure, evolved over a period of 58 years, is in place for the effective functioning of the college. This structure based on UGC, State, University and Management guidelines ensures an optimal work environment.

#### The Organization Structure and Functions

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<b>Governing Bodies</b>	<b>Functionality</b>	<b>Outcome</b>
Board of Management	<ul style="list-style-type: none"> <li>• Governance, Leadership and Management</li> </ul>	<ul style="list-style-type: none"> <li>• Development and deployment of strategic plan</li> <li>• Policy formulation</li> </ul>
Governing Council	<ul style="list-style-type: none"> <li>• Governance and Leadership</li> <li>• Curricular aspects</li> </ul>	<ul style="list-style-type: none"> <li>• Development of strategic plan</li> <li>• Quality initiatives</li> </ul>
Education Board	<ul style="list-style-type: none"> <li>• Management</li> <li>• Policy implementation</li> </ul>	<ul style="list-style-type: none"> <li>• Faculty and Student welfare</li> <li>• Upgradation of teaching-learning infrastructure.</li> </ul>
Academic Council	<ul style="list-style-type: none"> <li>• Curricular Aspects</li> <li>• Teaching, Learning Evaluation</li> </ul>	<ul style="list-style-type: none"> <li>• Introduction of New Programmes</li> <li>• Reforms of teaching-learning evaluation</li> </ul>
IQAC	<ul style="list-style-type: none"> <li>• Teaching, Learning and Evaluation</li> <li>• Institutional Values and Best Practices</li> </ul>	<ul style="list-style-type: none"> <li>• Refined teaching-learning process.</li> <li>• Institutionalization of quality practices</li> </ul>
Board of Studies	<ul style="list-style-type: none"> <li>• Curricular Aspects</li> <li>• Teaching, Learning and Evaluation</li> </ul>	<ul style="list-style-type: none"> <li>• Curriculum development and revision.</li> <li>• Career-oriented skill development</li> </ul>
Examination cell	<ul style="list-style-type: none"> <li>• Curricular Aspects</li> <li>• Teaching, Learning and Evaluation</li> </ul>	<ul style="list-style-type: none"> <li>• Reforms in evaluation system</li> <li>• Learning Outcome Assessment</li> </ul>
Research Advisory Board	<ul style="list-style-type: none"> <li>• Promotion of research and consultancy</li> </ul>	<ul style="list-style-type: none"> <li>• Research ecosystem</li> </ul>
College Council	<ul style="list-style-type: none"> <li>• Academic leadership</li> </ul>	<ul style="list-style-type: none"> <li>• Student support activities</li> </ul>
Staff Council	<ul style="list-style-type: none"> <li>• Participatory management</li> </ul>	<ul style="list-style-type: none"> <li>• Welfare of College Community</li> </ul>
Department Council	<ul style="list-style-type: none"> <li>• Curriculum feedback</li> <li>• Student support</li> </ul>	<ul style="list-style-type: none"> <li>• Curriculum revision</li> <li>• Student advancement</li> </ul>
Planning and monitoring Committee	<ul style="list-style-type: none"> <li>• Planning and Management</li> </ul>	<ul style="list-style-type: none"> <li>• Infrastructure Development and maintenance</li> </ul>
Anti-Ragging Committee	<ul style="list-style-type: none"> <li>• Student assistance</li> </ul>	<ul style="list-style-type: none"> <li>• Ragging free campus</li> </ul>
Anti-Sexual Harassment Committee	<ul style="list-style-type: none"> <li>• Prevent sexual assault</li> </ul>	<ul style="list-style-type: none"> <li>• Provide a healthy atmosphere</li> </ul>

Student Council	<ul style="list-style-type: none"> <li>• Student welfare</li> </ul>	<ul style="list-style-type: none"> <li>• Student support activities</li> </ul>
Placement and Career Guidance Cell	<ul style="list-style-type: none"> <li>• Placement and career guidance</li> </ul>	<ul style="list-style-type: none"> <li>• Career counselling and training.</li> </ul>
Library Committee	<ul style="list-style-type: none"> <li>• Infrastructure and Learning Resources</li> </ul>	<ul style="list-style-type: none"> <li>• Library Renovation</li> </ul>
SWACHH Committee	<ul style="list-style-type: none"> <li>• Green and clean campus</li> </ul>	<ul style="list-style-type: none"> <li>• Clean campus mission</li> </ul>

Various other bodies aid in propagating institutional values and best practices and in administrative functions. The overall development of the students is made possible through various associations and clubs.

### Appointment and Service rules

The college follows well-defined procedures and policies for recruitment and promotions. The aided faculty are recruited based on UGC and State Government guidelines. For the unaided faculty, the qualification, promotion and the appraisal methods are as per the guidelines of Government and the well-drafted policy document of the institution. Appointments are based on the course requirement and the number of posts sanctioned by the Government. The non-academic staff have four levels and their selection is purely based on the qualification and the performance appraisal. The appointment and service rules are clearly laid down in the Staff Handbook and the Kerala Service Rule (KSR).

### Procedure

The recruitment process is carried out by the College office as per the guidelines issued by the UGC, the University of Calicut and the Government of Kerala. The vacant posts are notified in at least three national and regional newspapers as per the norms concerning minority institutions. Selection process is done by a panel constituted as per the guidelines given in UGC regulations and KSR. The appointment order issued by the Manager is forwarded to the University of Calicut and Kerala State departments for approval.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
ERP (Enterprise Resource Planning) Document	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

#### Response:

The management of St. Joseph's College deems it important to promote staff friendly measures to enhance the quality of their professional and personal life. Academic and skill-oriented programmes to upgrade the professional competency and life-oriented programmes to improve the quality of life are regular events held by the institution. All benefits as per the norms of the Government are provided to teaching and non-teaching staff.

#### Career Development/ Progression

##### 1. Financial Support

- Seed money for research work
- Financial aid to attend Faculty Development Programmes
- Salary for Self- Financing faculty during the month of April (summer vacation), and for Onam and Christmas vacations
- Payment of 50% of the registration fee by the management for Self- Financing faculty to attend national/ international seminars/ conferences
- Special incentive with a fixed increment in salary for Self-Financing faculty with NET/JRF, M.Phil and Ph.D

##### 2. Faculty Enrichment

- Workshops and seminars for the professional development
- Training programmes to enhance the use of digital tools
- Orientation sessions at the beginning of each academic year
- Encouragement to attend FDP, Orientation and Refresher Programmes
- Duty leaves to attend national/international seminars/workshops for professional development
- Provision of computerized Digital Lab to amplify the use of digitalized platforms
- Provision of iLab Studio, conference hall and fulltime internet services for participating in and conducting seminars/ conferences
- NOC to all faculty to complete PhD course work
- The Best Teacher and the Best Researcher Awards



- Deputed to attend training under ASAP, FLAIR, NSS and NCC schemes

### 3. Career Advancement

- Seminar on Career Advancement Scheme for faculty
- Seminar on rules and regulations in KSR for non- teaching staff

### Welfare Measures

#### 1. Medical Incentives

- Medical insurance is provided to staff upon terms and conditions
- Medical camp and preventive health check up
- Covid-19 Vaccination Drive
- Maternity and paternity leave
- ESI Benefits
- Paid leave for faculty and staff who produce Covid positive certificates
- Work from home facility for pregnant women, feeding mothers and for those suffering from post-covid health issues during pandemic

#### 2. Financial Incentives

- Interest free loan for purchasing teaching aids
- Festival Bonus given to the staff members
- Subsidized canteen facilities to all faculty and staff
- Provident fund facility for all faculty and the staff
- ESI facility for unaided staff
- Gratuity Policy for all the members of staff.
- Financial assistance for construction and renovation of house
- Educational assistance and scholarship for deserving children of staff

#### 3. Other Privileges

- Psycho-Spiritual enhancement
- Free Wi-Fi facilities
- Yoga centre and Gymnasium
- Annual staff picnic

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

#### 6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.



**Response:** 18.76**6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
79	18	14	5	2

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

**6.3.3 Average number of professional development / administrative training Programmes organized by the institution for teaching and non-teaching staff during the last five years.****Response:** 10.4**6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
27	9	6	7	3

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).	<a href="#">View Document</a>
Reports of Academic Staff College or similar centers	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).****Response:** 33.36

#### 6.3.4.1 Total number of teachers attending professional development Programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
119	47	19	15	9

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View Document</a>
IQAC report summary	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

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

#### Response:

Planning and Monitoring Board of the college along with the Purchase Committee ensures the efficient functioning of financial aspects in a very systematic way. For managing a healthy financial system, the college has two financial audits – **internal and external**.

#### Internal Audit

- Audit on income and expenditure of Government and management funds.
- Superintendent of the college inspects the accounts of the Aided section and the report is submitted to the Board of Management. Meanwhile, the Bursar directly scrutinizes the accounts of the self-financing section and the Management Fund Accounts; and the final financial record is presented before Board of Management and rectifications, if any, are made.

#### External Audit

The books of Accounts and Balance Sheets are audited by the Chartered Accountants at the end of each financial year to get a comprehensive idea about the financial affairs of the college. The external audit, for the funds received from the Governmental sources, is conducted by the Deputy Director of Collegiate Education and by the Accountants General of Kerala.

Financial audits are conducted regularly and separately for the following accounts:

#### 1. Personal Deposit Account

PD Account is regularly audited by the Office Superintendent, its custodians and the External Auditor according to the provisions laid down in the Kerala State Service Rules for PD Account. The suggested recommendations and changes are incorporated before the mandatory external audit conducted by the DD Office at the end of the Financial Year.

## 2. Autonomy Grant

The Internal Audit Team of the college monitors the effective utilization of the grant. The Finance Committee constituted as per the guidelines given in the UGC regulations has a representative from the University of Calicut who monitors the allocation and utilization of the autonomy grant. The audited expenditure statement and Utilisation Certificate of the Autonomy grant sanctioned is forwarded to the UGC; and on its receipt the fund is released by UGC.

## 3. CPE Fund

The CPE cell, Planning and Monitoring Board and the Purchase Committee of the College assure the effective utilization of CPE fund and it is subjected to Internal and External Audit. A UGC Committee also visits the college to verify the utilization of the CPE Fund and to issue satisfaction report.

## 4. XII Plan General Development Grant:

The General Development Grant is audited by External Chartered Accountant and submitted to the UGC. The utilization of the grant had been monitored by the Internal Audit Committee.

The audit record is submitted before the District, State and UGC Deputy Educational Officer for further scrutiny.

### The Process of Rectification

The audit demur, pointed out by the auditors is presented before the Planning and Monitoring Board. The rectifications are carried out by the Accounts Department with an explanatory note to the Bursar and the Planning and Monitoring board. In case of any difference of opinion, the College Superintendent prepares a note of clarification and the audit report is resubmitted.

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

### 6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropists during the last five years (not covered in Criterion III and V) (INR in Lakhs)

**Response:** 265.22

#### 6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year-wise during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
25.31	14.26	53.37	106.04	66.24

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Annual statements of accounts	<a href="#">View Document</a>

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

#### Response:

St. Joseph's College follows an integrated strategy for mobilising funds for its varied progressive goals and to ensure the optimal utilisation of funds generated from various sources. The institution has a well-grounded mechanism managed by the Planning and Monitoring Board to foresee the financial demands through annual estimations, the diverse fund base through the resource mobilisation policy and to make sure the raised funds are efficiently used. Based on the budgetary requirements of the various departments and other bodies, an annual institutional budget is drafted by the finance section and is submitted to the Planning and Monitoring Board. After proper scrutiny, the committee places it before the Governing Body for approval. The Management board gives the final approval.

The institution funds its ventures through the following means: -

1. As an aided college, the institution is funded by both the Central and the State Governments. The salary of aided staff is paid by the State Government. The other funds from government include Autonomous Grant, CPE Grant, B.Voc. Grant, KSIDC fund for IEDC, and the RUSA fund. Project funding is done by the UGC, DST-SERB, DBT, KSCSTE, British Library Fund etc.

2. As per the new initiatives in Higher Education, the State Government funds are allotted for organizing several innovative skill development Programmes for students like ASAP (Additional Skill Acquisition Programme). WWS (Walk with the Scholar) fund for internal and external academic mentoring of bright students, SSP (Student Support Programme) fund for internal and external mentoring of weak students are also availed.

3. Course Fees and Hostel Fees are collected from the students.

4. Funds are also mobilized through various activities of the institution like **consultancy by the faculty** and through paid services offered by Departments and Centres. **Alumni funds** are another source of mobilising funds. Their contribution is prized as they are always ready to invest for the infrastructural developments and soft skill programmes of the college. The **PTWA** also contributes for various activities and initiatives taking place within the institution. The funds for seminars and conferences are raised through the **sponsorship** of various organizations. The donations from well-wishers and philanthropists for student activities are also a prime source for funding. Other funds comprise of loans from banks mainly for infrastructural expansion.

5. Funds are collected from corporates under **CSR** policy and as endowments from the retired staff and other benefactors.

### Optimal utilization of resources

All departments and research centres submit a list of requirements annually to the Principal of the College. The collective list prepared is presented before the College Council and the approved list of items to be purchased is forwarded to the Purchase Committee. After a close scrutiny, the purchase committee implements the needs and arranges for payment through the Bursar.

The management funds are used for academic progress and campus extension. Funds received from Corporates and other organizations are utilized according to their norms and concerns.

All the funds received by the institution are accounted and subjected to auditing.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

**6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes visible in terms of – Incremental improvements made for the preceding five years with regard to quality (in case of first cycle) Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives (second and subsequent cycles)**

### Response:

During the post accreditation period, especially after attaining autonomy in 2016, the IQAC has contributed significantly to the institutionalization of many quality initiatives, strategies and processes.

### 1. Outcome Based Education for all Programmes

One major step initiated by IQAC for enhancing quality education was implementing outcome-based education for all the programmes of the college.

- Objective:- IQAC advocated a goal-centric institutionalized structure for a holistic academic delivery, and to implement outcome based education in its true essence, in accordance with and in adherence to world level practices.
- Context:- In conformance with the institution's strategic plan, focus on achieving the position 'Centre of Excellence' and 'A Place Offering Global Level of Education', the adoption of OBE gains its significance.
- Practice:- IQAC composed and developed the plan for OBE implementation. IQAC organized

workshops and the objectives and outcomes for all programmes were evolved in alliance with the vision and mission of the departments and the institution. Course Outcomes and Programme Specific Outcomes were set in accordance with Programme Outcomes. Training sessions and orientation classes were arranged for the faculty and the students to familiarize them with the Programme Outcomes. All the outcomes are mapped using software and the review from the students and faculty is collected periodically for its effectiveness and quality assurance.

- Outcomes:- The adoption and implementation of OBE has resulted in standardizing academics by providing a global level education and provides a more accurate structure of quality improvement programmes.

## 2. Academic Audit

- Objective: IQAC focuses on enhancing and assuring quality education and to ensure academic accountability by implementing Academic Audit.
- Context:- Considering the goal and strategic plan of the institution to become a Centre for Excellence and to improve the measures for learning experiences, the adoption of Academic Audit becomes relevant.
- Practice:- IQAC conducts Internal and External Academic Audits annually to institutionalize its quality initiatives. The internal audit is done by collecting self-evaluative reports of departments and the evaluative reports of peer teams and the same is forwarded to the departments by the IQAC. The external audit is organized by setting up a team of experts to ensure the objectivity of evaluation. The audit team examines the internal audit reports of all departments and the final analysis report is submitted to the IQAC.
- Outcome:- The endorsement of academic audit enables to sustain an accountability of academics and to improve the teaching-learning process in the campus.

File Description	Document
Link for additional information	<a href="#">View Document</a>

**6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

### Response:

The continuous process of teaching learning is constantly subjected to critical evaluation with a view to attain excellence. IQAC adopts various methods to review teaching learning process in periodic intervals and two among them are listed below.

#### 1. Review on Teaching-Learning Process

IQAC collects periodical feedbacks from the students regarding academic syllabi, teaching



methodology, learning experience, faculty performance and campus facilities. This evaluation is administered by the Principal and the Department Heads. Students are given a feedback form to rate the faculty performance at the end of an academic year and are asked to write an anonymous review on academic experience and other facilities by the end of each semester. This response is scrutinized by the IQAC and immediate actions are taken as required. Feedback is also collected annually from other stakeholders like teachers, alumni, employers and parents. Based on all collected feedbacks, IQAC prepares an analysis report and submits the same to the Principal and the Board of Management.

**Reforms facilitated:**

The Principal meets each faculty member in person to review their performance evaluation as per student feedback collected and provides constructive inputs. IQAC suggests revision of academic syllabi and curriculum based on feedback collected from the stakeholders; and conducts workshops/seminars for the faculty to augment the teaching-learning environment.

**2. Blended Learning**

The scheme of 'Blended Learning', a strategic plan of the institution, became full-fledged in the wake of the pandemic. Online education was commenced through the College Educational Software LMS (Linways). Periodic review of this new mode of learning was done by the IQAC through the feedback collected from both faculty and students. The faculty feedback was collected directly by the IQAC; while mentors reached out to the students and their parents directly and over the phone and collected the feedback. Based on the analysis of the review report, the IQAC implemented new strategies and plans in teaching-learning processes.

**Reforms facilitated:**

The IQAC organizes training courses and workshops to familiarize the faculty with new learning platforms and online classes. Course materials and classes were uploaded in Linways which provided the opportunity for the students to access the lectures at a time convenient to them. Through additional learning tools like quizzes and assignments, the effectiveness of learning process was ensured. As per the suggestion received from the IQAC, the College authorities initiated multiple blended learning activities. Needy students were provided with gadgets for accessing online classes. Interactive ICT panels were installed in classrooms and free Wi-Fi was provided. A full-fledged studio was built to enhance online education.

In accordance with the recommendations of the third cycle of NAAC,

- A separate Research Block was established for inter-disciplinary research works which facilitated a number of scholars to carry out their research work and to secure Ph.D.
- A full-fledged Health Centre was built to monitor health and fitness inside the campus.
- Multi-media studio was constructed to aid online education

A central computing system and electronic networking was enabled to provide students and faculty internet access.

File Description	Document
Link for additional information	<a href="#">View Document</a>

### 6.5.3 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)
3. Participation in NIRF
4. Any other quality audit recognized by state, national or international agencies (ISO Certification)

**Response:** All of the above

File Description	Document
Upload e-copies of the accreditations and certifications	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>



## Criterion 7 - 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 last five years.

##### Response:

St. Joseph's College with its stated vision of women empowerment emphasizes gender equity and as part of tuning students to the finest level of fulfilment in propagating this key notion with due significance and relevance, various academic and non-academic endeavours are taken up.

##### Curricular activities

- The college offers 150 courses in curriculum that manifestly discusses gender related issues
- Audit courses such as *Gender Studies/Gerontology* are provided to degree students
- Topics like personal development, gender issues, societal roles and responsibilities are discussed in value education classes

##### Co-curricular activities

- *We for Women Club* conducts awareness programmes on 'Women Empowerment' and 'Women's Rights'. The initiatives foster leadership qualities, creates a social awareness, develops inherent talents and creates new skills leading to a finer self-empowerment and all-round development.
- *Women Study Centre* provides extension and training activities that lead to overall involvement in women's studies and women's development.
- NSS, NCC and College Union Council conduct programmes to create gender awareness among students.
- Induction programmes for freshers with a special focus on gender consciousness
- *International Women's Day* celebrated with seminars, workshops, discussions, debates, orientation classes and competitions honouring womanhood.
- *International Girl Child Day* commemorated annually on 11th October as per the guidelines and theme of UNICEF with a pledge and programmes to promote the progress and safety of girls.

##### Other activities

- Irrespective of gender, student exchange programmes in collaboration with neighbouring colleges
- Awareness talks on gender minority to instil consciousness and promote a gender inclusive campus
- Driving classes to make the students self-reliant
- Awareness programmes on menstrual hygiene and PCODs
- Talks by eminent personalities on drug abuse, marriage, divorce and abortion

##### Facilities Provided

##### a. Safety and Security

- CCTV cameras at various locations ensuring safety and security of students

- Round the clock security personal
- Karate classes for self defence
- Identity cards are mandatory for staff and students
- Visitors Log Book is maintained for security
- Movement Registers are maintained to monitor student activities
- Doctor on call service is provided by Irinjalakuda Co-operative Hospital Ltd. through the MoU signed between St. Joseph's College and the hospital

**b. Counselling**

- On-campus counselling centre 'DARSANA' under Ministry of Women and Child Development provides solace and succour to students who suffer from the stress and strain of life
- Academic and personal counselling through mentoring
- HRD Cell offers a structured mechanism to guide students to choose the profession, best suited for them

**c. Common room and other facilities.**

- Students who become sick during classes are directed to the sick-room
- Washrooms with incinerators and napkin vending machines

File Description	Document
Specific facilities provided for women in terms of: a.Safety and security b.Counselling c.Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>
Annual gender sensitization action plan	<a href="#">View Document</a>

**7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures**

- 1.Solar energy
- 2.Biogas plant
- 3.Wheeling to the Grid
- 4.Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

**Response:** A. 4 or All of the above

File Description	Document
Geotagged Photographs	<a href="#">View Document</a>

**7.1.3 Describe the facilities in the Institution for the management of the following types of**

**degradable and non-degradable waste (within 500 words)**

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

**Response:**

Stringent measures are taken by the College to maintain an eco-friendly campus in order to create a sustainable world devoid of waste and nature misuse. Unique plans and projects as part of Waste Management Policy are implemented for the management of various types of waste. These strategic programmes instil a strong sense of moral values within the students, transforming them into socially responsible individuals.

- Proper disposal of waste through segregation, storage, handling, and transport to its final disposal
- Adoption of three R's - Reduce, Reuse, and Recycle
- Initiatives for a Green and Clean Campus

**Solid waste management**

Solid waste generated in the campus is segregated into biodegradable and non-biodegradable waste. Green (Biodegradable), Blue (Non-biodegradable) and Red (E-waste) coloured bins are placed in the different parts of campus. Segregated wastes after inspection are handed over to external agencies. MoUs have been signed with external agencies to dispose of the solid waste in a safe manner.

**a. Biodegradable waste:**

- Fertilizers from biodegradable waste using microbial consortium
- Vermicomposting pit to generate organic manure
- Biogas generated from food/vegetable waste collected from campus and canteen used as a main fuel for cooking
- Reduction of paper waste through automation of admission and examination procedures
- Single sided printed papers are utilized and remaining waste paper given to an external recycling agency (FIAT)

**b. Non-Biodegradable Waste:**

- Plastic waste and glass waste generated in the college is collected by Clean Kerala Company formed under the Local Self Government Department (Suchitwa Mission).
- Sanitary napkins and masks are disposed using electric incinerators.

**Liquid waste management:**

- Wastewater from wash areas collected in septic tanks undergoes sedimentation and filtration processes. The recycled water is used for irrigation purpose.

- Canteen wastewater is managed through sedimentation pits which is periodically cleared and the rest of the water passes into the traditional drain
- Liquid waste is treated, recycled and reused with the help of Sewage Treatment Plants (STP)

### Biomedical Waste Management

- Biomedical wastes like needles, cotton waste, gloves are shifted to Maria Theresa Hospital, Kuzhikattussery as per the MoU; treated and disposed as per the Government Guidelines

### E-Waste Management

- MoU has been signed with M/s PC Links Irinjalakuda, to efficiently reduce, reuse and recycle E-waste generated from institute's electronic equipments and its peripherals.
- Regular services and maintenance for all gadgets and accessories minimising the chances of hardware failures; extending the life of the appliances, reducing more waste generation.
- Cameras, computer accessories, electronic devices, lead acid batteries, copper cables, electrical switches and other miscellaneous E-wastes are taken back by PROGRESSIV-E RECYCLING & TRADING COMPANY, Thrissur.

### Hazardous Chemicals

- Students are trained in the Microscale experiment strategy for practical sessions involving minimum usage of chemicals without compromising the outcome.
- Chemical waste generated is scientifically treated
- Organic chemical wastes are segregated as per the norms and disposed of accordingly. Specially made cans and tins enable the storage of acid that is either detoxified or transferred to waste management plants.
- Toxic chemicals like Ethidium Bromide, Acrylamide are replaced with non-toxic Sybr green to minimise toxicity.

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

#### 7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

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

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>

#### 7.1.5 Green campus initiatives include:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

Response: A. Any 4 or All of the above

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

#### 7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

Response: A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View Document</a>
Certification by the auditing agency	<a href="#">View Document</a>
Certificates of the awards received	<a href="#">View Document</a>

#### 7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Divyangjan friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment

### 5.Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

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

File Description	Document
Policy documents and information brochures on the support to be provided	<a href="#">View Document</a>
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Details of the Software procured for providing the assistance	<a href="#">View Document</a>

### 7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

**Response:**

St. Joseph's College, one of the high-profile Women's colleges in Kerala, has always been in the front line of delivering value added education with unparalleled excellence in quality and vision to inculcate religious, cultural, regional, communal and linguistic harmony among the faculty, staff and students. Founded in 1964 in a small legendary town known for its rich cultural background, the college stands on a pinnacle in imparting values of secularism and socio-economic harmony into the stakeholders to help them attain a democratically reformed social life. Various action plans organized in college proudly promulgate the harmony of this collective inclusiveness.

#### Academic Inclusiveness

- UG/PG admission is executed according to the norms of Government and University. Special reservations for SC, ST and other backward communities are implemented.
- College supports economically backward students with scholarships
- Unified dress code for students eliminates the disparity between haves and have nots

#### Cultural Harmony

- Festivals like **Holi, Onam, Christmas, Ramzan, Diwali, New Year, Kerala Piravi** etc. are celebrated to bring cultural harmony amongst students.
- **Inter cultural awareness programs** to introduce the culture and traditions of other states and countries
- **National Integration Day** celebrated by incorporating art forms from different cultures

#### Regional Harmony

- **Tribal camps** were organized to learn about the hardships faced by the tribals and to provide support for better life conditions
- **'Padam onnu padathekku'** organized in association with Padiyoor Grama Panchayat enabled

students to participate and apprehend various agricultural practices.

- Awareness class on '**Empowerment of women**' for *Kudumbasree* members

### Linguistic Harmony

- **World Mother Language Day** observed annually on February 21st for the preservation of native language
- Different subjects are taught in English and Malayalam to make comprehension easier for students. Students acquire subject skills more productively by learning it through local language.
- **Manuscript Lab** (MRPC) inside the campus has a huge collection of *Thaliyola* (Palm leaf Manuscript) holding historical treasures of the classical past.

### Communal Harmony

- Organized value-based learning for students facilitated by life-skill training sessions and motivational classes.
- Collection of books for community library accomplished by students as part of field work in collaboration with ICDS project
- Offered physical training for mentally challenged children of Cyrene Special School.

### Socio-economic Harmony

- **World Leprosy Eradication Day** commemorated in collaboration with Primary Health Centre of Irinjalakuda Municipality
- Awareness classes on AIDS arranged for the local community as part of field work curriculum
- Measures are being taken by the college to uphold the dignity of transgender and to ensure their entry into mainstream with no discrimination of any kind.
- Visits to old age homes and orphanages- distribution of essential materials to the inmates, cleaning the surroundings and planting of trees in the compound
- Distributed mobile phones to needy children for online classes during Covid-19 pandemic

### Other Diversities

- Considering the constraints due to remoteness and travel hassles, Lakshadweep students are given special reservation for admission and preference for hostel accommodation. An exclusive space **Lakshadweep Corner**, dedicated to Lakshadweep students for exhibiting their regional journals and publications is provided in the library.

File Description	Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>

### 7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).



**Response:**

The institution undertakes different activities to sensitize the students and employees to the constitutional obligations and thereby transforming them into responsible citizens who are cognizant of their fundamental rights and duties.

**Induction Program:** - UG and PG programmes commence each year with an induction program during which the Principal asserts the significance of constitutional rights and duties of every citizen and the need to evolve as a socially responsible individual. A Faculty Induction Program conducted annually focuses on the transformation of students into socially committed citizens.

**Display of constitutional obligations:** - The college makes use of all the possible platforms like website/hand-book to propagate the constitutional values and the fundamental duties among students. Hoardings and posters are prominently displayed in the campus to sensitize the students about constitutional obligations.

**Constitutional Values in Curriculum:** -The preamble of the constitution is part of a common course which is taught in all undergraduate classes. Value education, an integral part of academic life of UG students, has helped the students to become socially and morally responsible individuals.

**NCC programs:** - Women cadets under NCC are trained with an emphasis on social service, discipline and skill development to serve the nation. Our cadets appreciably participated in the relief and rescue operations during the catastrophic floods in Kerala. These cadets with steady and extensive training have worked in partnership with the Irinjalakuda Police Station and Kerala Police Academy. The NCC unit of this college has set stage for a *Param Vir Chakra* recipient, who dedicated the Wall of Valour in the college to the nation. Our cadets had the privilege of being selected for the Republic Day Parade in Delhi. Many cadets have participated in various national camps like Youth Exchange Programmes, TSC, National Integration Camp etc., representing K& L Directorate and our College.

**Swachh Bharath Mission:-** The college has been actively involved in various ventures of Swachh Bharath Mission constituted in line with Gandhiji's emphasis on sanitation. With a sense of hygiene as an essential element in the creation of Navbharatha, college campus cleaning activities are carried out periodically by all the students under the guidance of NSS with extra emphasis on Independence Day, Republic Day and Gandhi Jayanthi.

The college has always been in the frontline to formulate 'Activity Cells' and organize programmes to instill comprehensive awareness on various rights of a citizen.

- Awareness programs on Intellectual Property Rights conducted by **IPR Cell**
- Awareness programs on human rights as part of **Human Rights Day celebration**
- Online Quiz programs to make students realize the significance of their Fundamental rights and duties
- An inspiring event, '**The Great Indian Republic**' programme, with exquisite talks by eminent personalities on law & justice.
- Emphasis on **Right to Education** to transform students into self-reliant individuals.
- **Election Awareness programme** conducted prior to every election to make students aware of their role in a democratic country



File Description	Document
<ul style="list-style-type: none"> <li>• Details of activities that inculcate values; necessary to render students in to responsible citizens</li> </ul>	<a href="#">View Document</a>

**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

**Response:** A. All of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View Document</a>
Code of ethics policy document	<a href="#">View Document</a>

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

National and International commemorative days/events/festivals are observed by St. Joseph's fraternity to promote national unity, social awareness, democratic values, secular spirit and cultural/religious diversity.

**Independence Day and Republic Day:** The college celebrates Independence Day and Republic Day every year with ceremonial flag-hoisting, sweet distribution and NCC parade reinforcing patriotic passion and nationalist fondness in the minds of our community. The esteemed personalities invited for the function deliver inspirational speeches on national ideals, and share their freedom struggle memories. Quizzes and patriotic song competitions are also conducted.

**World Environment Day:** Various awareness programmes to induce productive environmental care are organized in the campus in connection with World Environment Day.

**Ozone Day, World Vegetation Day, Wetlands Day and Earth Day:** Environment and sustainability being the forte of the institution, environment related days are commemorated with exhibitions,

competitions, group discussions, seminars, campaign for cleanliness and conservation of healthier environment.

**International Women's Day:** Being a women's college, the day is observed in an exemplary manner with the entire college community coming together to commemorate the achievements of women in diverse fields.

**International Yoga Day:** It is celebrated annually on June 21st under the active leadership of Department of Physical Education, NCC and NSS. Sessions on common asanas, and awareness programmes on benefits of practicing yoga are organized as part of this celebration.

**World AIDS Day:** Awareness programmes are conducted in colleges, schools and community.

**Gandhi Jayanti:** Cleaning Week (*Sevana Varam*) is observed in connection with Gandhi Jayanthi to accelerate the efforts to achieve Swachh Bharath Mission.

**Onam and Christmas:** These annual festivals are celebrated with cultural events in the college and with external extension activities like spending quality time with inmates of orphanages (*Onanilavu*); and providing lunch for them. Multifarious activities are organized under the aegis of different departments and Student Council.

**Ramzan, Holi and Diwali:** Cultural events and games are conducted in association with these celebrations to foster secular values in students.

**Teacher's Day:** The hard work of teachers in moulding students is recognized and appreciated on this day. The teachers are honored for their support and encouragement.

Invariably every year, the following Days are commemorated in the most befitting manner by various Departments, Clubs and at instances by the whole college.

- **International Youth Day**
- **National Mathematics Day**
- **World Elders Day**
- **Hiroshima & Nagasaki Day**
- **World Population Day**
- **UN Day**
- **Anti-Poverty Day**
- **Mosquito Day**
- **Anti-Drugs Day**
- **Human Rights Day**
- **Cancer Awareness Day**
- **World Mental Health Day**
- **World Hand Washing Day**
- **Mother's Day**
- **Father's Day**
- **Kerala Piravi Day**
- **St. Mariam Thressia Day**
- **Dr. APJ Abdul Kalam Day**

Talks and messages by eminent personalities, meetings & rallies of students, poster making competition, slideshows, film shows, literary competitions, cultural fests and competitions, flash mobs, stage shows, visits to destitute homes, special schools and old age homes, honoring of retired teachers etc. mark the commemoration in connection with the above-mentioned days of tribute.

File Description	Document
Geotagged photographs of some of the events	<a href="#">View Document</a>
Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>

## 7.2 Best Practices

**7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.**

**Response:**

**Best Practice-I**

**1. Title of the Practice:**

**SPARC - Skill-oriented Programmes for Acquiring and Refining Capability**

**2. Objectives of the Practice:**

Recognizing the need to boost women empowerment through skill enhancement in the current employment scenario, St. Joseph's College has devised several skills development programmes for students to upgrade their employability under the banner of SPARC with the following objectives:

- Help students identify their interests, aptitudes and potential
- Provide guidance for the choice of appropriate courses and future careers
- Provide training to develop various skills to enhance job prospects
- Comprehensive understanding of chosen subject

**3. The Context**

The prime concern of SPARC is to create a favourable atmosphere for moulding students into independent entrepreneurs with an aptitude for self-employment to successfully utilise their passion and talents. As professional skills are part of life skills, one of the significant objectives of higher education is to mould an individual for productive employment opportunities and career paths. The undergraduate and postgraduate students concurrent with their cognitive/creative skills are expected to demonstrate professional skills, involving the use of intuitive, logical and critical thinking, communication methods and interpersonal skills. These professional skills along with an aptitude for success and quality of output increase the percentage of employability. It is imperative that, besides the basic knowledge and the normal

skills required for a particular job/occupation, high quality professional skills are also required for an individual to be gainfully employed to sustain a successful and satisfying life. In this context, the college developed the SPARC to prepare the students for the requisite employability.

#### 4. The Practice

The college has a multitude of initiatives to develop creative and innovative skills among students so that at the completion of their courses, they will be well equipped with the job market requisites and are ready to adapt to the challenges of their work. With a concrete awareness on their specific knowledge base and skill set, the students can then securely determine their own work environment.

#### SPARC practices comprises of:

**Preserving Memories-Archival @MRPC (Manuscript Research and Preservation Centre):** A training on restoration, preservation and digitalisation of the important records of ancient culture on palm leaf manuscripts and other paper documents is enthusiastically taken up by the Malayalam Lab MRPC. In the Corporate Sector, preservation work is implemented by paid consultancy. However, numerous documents received during the time of floods in 2018 and 2019 were restored free of cost – a distinctly devoted action by MRPC.

**Chemistry In Service of Common Man (CISCOM):** CISCOM provides an excellent opportunity for students, parents and local community to prepare common household products such as soap, shampoo, detergent, hand-wash, hand sanitizer, toilet cleaner, pain relief balm, etc. with the aim to produce quality products at low cost.

**Techno-Bios:** Techno-Bios imparts vocational skills for students in vermicomposting, bio-control agent production and mushroom production. All these training programmes are structured for a minimum of 30-hour duration with more emphasis on practical aspects. Students are given ample opportunity to learn and practice these skills. Sale of products is also encouraged.

**E- Bazar:** A start up by the Entrepreneurship Development club called 'E-Bazar' was launched in 2017. The central objective was to promote the artistic talents and craft skills of students. Major activities performed under E-Bazar are making paper pens and their sale, stitching customised churidar, making artificial flowers and their sale.

**Ujwalan-Realizing Energy Efficiency in campus activities:** An add-on course on 'Maintenance of electronic and electrical equipment' is offered for students in imbibing the right and efficient techniques to conveniently operate different equipment under different technologies. Hands-on programmes are arranged for the students to improve their entrepreneurship skills and to take up new lucrative business ventures in the manufacture of LED inverter and decorative bulb sets, tube lights etc.

**Skill Development in Calculation and Analysis:** This practice is aimed to improve calculation speed which is required for entrance examinations and to develop skill in statistical and mathematical analysis using Software. Vocational training in job placement and training in MS Excel, Scilab, R software, Vedic Mathematics are given as add on courses.

**Zoo Arena:** Beekeeping is one of the best practices of Zoo Arena which provides basic information on the specific species of honey bee deployed for beekeeping, techniques to maintain healthy honey bees, precise

handling of tools used for beekeeping and methods of collection and preservation of honey.

**Fashion Model Training:** Realizing the depth and value of Fashion Modelling in modern times, the college conducts fashion shows in the campus to develop the creativity skills of the students in Costume & Fashion Designing. A campus wide model hunt was conducted to select talented show stealers in accordance with the current modelling standards.

**Cuts:** This skill development program empowers students to intensify their journalistic skills and to attain their passion for professional journalism. The students are assigned to report different events objectively avoiding biased subjectivity and these reported matters are evaluated to improve their journalistic skills with an ethical focus and to help the students excel in the field of journalism. It also focuses on enhancing the photographic skills of the students by appropriate training incorporating all ethical aspects of photography.

**Social Vibes- Incident Process-Focused Group Discussion on social tribulations:** This program ensures competence in social work, which can escalate confidence in students and help them analyse cases, understand clients, create interventions, predict intervention results and evaluate outcomes.

**Y We Com (Young Women Entrepreneurs of Commerce):** Y We Com aims at fostering entrepreneurial skills and attitudes among students, where they can put into practice the theory they learn in the classroom. It provides an opportunity for the students to learn through practice. This categorically inspires the students to become successful entrepreneurs through various pursuits like 'Meet the WoPreneur', Industrial visits, Exhibition cum sale etc.

**ICNR -Innovation Centre for Natural Resources:** This initiative elicits critical thinking among students and develops an insight in the students to explore the available natural resources in their niche and convert them into novel products, the need of the current scenario. Herbal cosmetic products like Hair mask, Face mask, Face glow, Skin brightening oil are produced by the centre. Students are also trained in the production of biopesticides and biofertilizers, which is regarded as a desirable technique for controlling insects, due to its minimal environmental impact and preventing the development of resistance in vectors. Several organic pesticides like Neem Emulsion, Tobacco spray etc. were prepared under this training programme

**Aquaponics:** Students are trained to design and manage aquaponic system and provides an overview of aquaponics starting with the basic concept, general principles, key components, types, and factors that influence the productivity and efficiency of this system.

**Smart Solutions:** Smart solutions promote students to innovate new ideas helpful to the society for easy implementation of real time applications. Students solve networking and hardware issues in the College. Students develop various mobile apps and websites.

## 5. Evidence of Success

SPARC was launched to motivate the students of the College to acquire skills in their areas of interest. Its successful implementation has helped the students to identify their interests and develop skills for their achievement and success.

- Around 500000 paper documents received during the floods in 2018 and 2019 were digitalised and

- preserved free of cost
- Sanitizers and other household products of CISCOM were distributed among scores of people through sales at affordable price and free of cost to the poor. In accordance with the prevailing Covid protocols, hand sanitizers and hand-wash produced by CISCOM are made available in all the public access points of the college
  - Students acquire enough expertise to produce vermicompost and bio-control agents in bulk quantities to meet college requirements as well as for sales to outsiders. Many of the students have succeeded in mushroom production at their homes
  - As a participating member of Machinery Expo 2020, our 10 ED Club members were honoured for their excellence by the Government of Kerala and the Industries Department
  - In the year 2021, Kerala Start Up Mission gave sanction to our college for starting IEDC
  - The training given by the Institute has prompted many students to boldly participate in various Regional and National Level Energy Conservation Competitions and very often they have come out with flying colours bagging prizes. The students also manufacture LED bulbs in large quantities which are marketed among all departments of the college and the public
  - Basic knowledge in beekeeping has helped the students to choose the right option for self-employment as per the need and circumstances.
  - Around 100 students are trained on various vocational skills every year
  - Understanding the constraints and difficulties of people living in tribal areas, valuable study classes were given to the tribal groups to help them cope up with their hostile environment
  - Many students have become freelance journalists during their course period. Some students with extraordinary writing talent were able to publish their articles and scripts in many journals and many emerged as talented photographers
  - The products of **Y We Com** were marketed and the profit derived was utilised for charity. This not only helped students to develop their entrepreneurial talents but also inspired them to cultivate a sense of service to the needy
  - The college has been recognised as a Social Entrepreneurship, Swachta & Rural Engagement Cell by Mahatma Gandhi National Council of Rural Education, Government of India
  - Various applications developed by the college are available in the Google play store and needy people can access freely and use.

## 6. Problems encountered

- Due to the Covid pandemic situation, classes were conducted online during 2020-21 and 2021-22. This has been an obstacle for the smooth conduct of practical training classes for various programs
- Unpredictable change in climatic conditions poses a threat for both vermicomposting and mushroom production
- Collection of traditionally valued manuscripts and other ancient documents from some conservative families/Manas was difficult

## Best Practice–II

### 1. Title of the Practice

**STEPS - STRETCH THYSELF TO ENLIGHTEN THE PEOPLE AND SOCIETY– A Campus Community Connect initiative**

St. Joseph's College meticulously emphasizes on the core value- holistic development of its students- in its mission which also incorporates democratization, progress of humanity, and the dissemination of knowledge. With these objectives the college has outlined the programme- Campus Community Connect for giving training in civic engagement. The social service wing of the institute aims to provide remarkable contributions to society by rendering support and proper assistance to the vulnerable and the downtrodden, thereby addressing their socio-economic problems in the most befitting manner. The college follows a realistic approach to uplift the enthusiasm of the community by continuous and systematic planning and implementation of student activities concurrent with the in-built institutional development.

## **2. Objectives of the Practice**

- Facilitate holistic development of students, enabling closer bonds between faculty, students and their families
- Promote awareness on environmental issues to create a more sustainable environment
- Groom students into proactive and socially committed citizens who readily volunteer for the community
- Train students for capacity building to optimize the use of essential life skills

## **3. The Context**

The race for success and fame and the growing trends of self-centeredness in the modern world has made the young minds unempathetic towards the deprived communities. As an institution grounded on the Christian values of compassion, love and service, the college considers as its prime duty to impart to the students a caring attitude not only to the underprivileged, but also to the environment they live in. Taking care of fellow human beings and practicing eco-friendly and sustainable measures for a better future has been the key factor for launching this multi-pronged initiative inspired by SCOPE, an Institution-Neighborhood-Community network established for the benefit of the neighboring Shanmugham colony decades ago. The institution trains students to develop a community to handle socio-natural disasters like floods, cyclones, Covid-19 pandemic etc. The college has outlined the Campus Community Connect to render training in civic engagement. The college insists on a minimum of 12 days social service for all the undergraduate students to attain their graduation.

## **4. The Practice**

### **Community Service**

Community service offers our students ample opportunity to become active members of the community with a sense of belonging, propelling a positive impact on society at large. It helps students to acquire the ground realities of life and to develop a service-oriented mindset. The college provides necessary orientation and awareness programmes to inculcate social commitment. Five villages were adopted by the college for hands-on community development. Under pandemic situation, the Alumnae, in addition to sponsoring PPE Kits, Oximeters, Sanitizers etc., distributed smart phones too, to deserving students to attend online classes without fail. Counselling sessions were carried out to support the students in overcoming the pressures of online education. Surveys and questionnaires were circulated online to analyse the physical/mental/economic capacity of students in overcoming the peculiar crisis during the period. Free tuitions for school students of Shanmugham colony were arranged under the supervision of faculty and students of the college. Awareness programmes were organised by the health care domain of the institute on anti-drugs and anti-alcohol campaigns. Voluntary blood donation was encouraged among

students and free blood detection and pathological investigation were arranged among the neighbouring backward communities. All these services were aptly supplemented by various donation camps like blood donation, hair donation, book donation and so on. During the pandemic period, masks and oximeters were handed over to the State Health Department as part of Covid relief mission by college. Another significant stride taken by the students in health service is the participation in Alpha Palliative care health awareness campaigns.

### **Environmental protection and conservation**

Appropriate actions are taken up to protect the environment by a three-step process of recycling, reusing and composting. Envisaging the beauty of environment conservation for a healthy society, many awareness programs are organised by the college to address the environmental issues, thereby instilling in the students the need to respect and conserve the environment for the benefit of the entire humanity. Biodiversity conservation initiatives like '**RET garden**', '**Pachathurthu**', '**Bird Friendly Campus**' and '**Veedinu Oru Kaadu**' are organized by the college for a symbiotic environment. '**A Tree for Every Home**', '**Pathayora Thanal**' and '**Mara Samrakashana**' programs are some of the environmental drives initiated by students to conserve nature. Tree saplings were distributed and were planted in the campus to expand the green zone; the campus and its neighbourhood were periodically cleaned up for environmental conservation; jute bags and files were promoted in the campus to sustain eco-friendliness and plastic-free campaigns were conducted to promote overall protection of the ecosystem. Solar panels, rain water harvesting, water recycling, organic farming etc. are some of the supplementary initiatives of the college to spread the significance of environmental protection and conservation. Green audit was conducted regularly inside the campus by external experts to analyse the eco-friendly measures of the college.

### **Proactive citizens**

Students were diligently inspired to be proactive during any disaster or pandemic. The disaster management drives delivered to the students and the faculty undoubtedly paved the way for a seamless rescue operation during the floods. All through the devastating Okhi cyclone in 2017 and Kerala floods in 2018/2019, the participation of the students in the relief activities was not merely limited to organizing relief camps. They were also instrumental in providing shelter, food, clothes and services to the affected people along with the vital financial aid to their severely affected friends during the time. One of the steps to sensitize students to elementary civic duties was the awareness session on traffic rules and road discipline by external experts. Seminars were conducted to sensitize the students on significant topics of human rights and the constitution. Safety drills and workshops were yet other successful methods of invoking civic consciousness among our students. The motivations by the brave hearts of the Indian Army have encouraged students of NSS and NCC Units to join Indian Army with patriotic point of view.

### **Conscientization and Capacity Building:**

In order to extend a helping hand to the students for a bold & confident race in today's competitive world, comprehensive sessions of soft skills, mock interviews and personality development were rigorously organized throughout the academic year. Eminent resource persons, both internal and external, were invited to enlighten the students on the required set of skills and abilities and to exploit the potentials of an entrepreneurial path best suited to the person. Counselling support and remedial classes are also arranged to transform students into self-confident and mentally matured persons.

## **5. Evidence of Success**



- 41 houses were built for the poor by student coaction and leadership
- Students were able to establish a long-lasting link with the beneficiary communities and the untutored persons of these communities were given the much-needed bank literacy classes
- The students became more health conscious and environment friendly. A solar charging station was set up to provide free charging for electronic vehicles
- The institute received the Certificate of Testimony from Haritha Keralam Mission declaring it as an 'A Grade Haritha Office' under the Higher Education Department of Kerala for making it a waste-free office in accordance with the green protocol of Haritha Keralam – Sanitation & Waste Management Sub-mission
- Free Covid vaccination drive was arranged for the students, faculty, staff and their families
- Oximeters were distributed to all wards in Irinjalakuda Municipality
- PPE kits and sanitizers were donated to Covid relief camp
- Rice sacks, vegetables and other provisions were supplied to *Samoohika Adukkala*, an initiative of Kerala Government
- Smart phones were given to needy students
- College functioned as a relief camp in coordination with neighbouring institutions for the flood affected people
- The Fitness and adventure park of the college has been fully functional and open to the public ever since its launch
- Summer camp is organised annually for children/kids

## 6. Problems Encountered and Resources Required

- It was very difficult to reach the community during Covid pandemic because of the imposed movement restrictions
- Fund raising was difficult for the construction of houses
- During floods it was very difficult to reach remote areas and was extremely risky
- A huge capital was needed for the installation of pollution control equipment

File Description	Document
Best practices in the Institutional web site	<a href="#">View Document</a>

## 7.3 Institutional Distinctiveness

### 7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

#### Response:

St. Joseph's College, an all-women's college is moving ahead with the time upholding its exalted Vision and committed Mission by moulding every student into a competent and capable personality to face the obstacles of life with confidence. The institute earnestly and meticulously focuses on '*Prajna, Pratibha* and *Pratheeksha*' to empower women through education and strengthen them with the vital social and ethical values. '*Prajna*' apprehends academic activities; '*Pratibha*' postulates cultural and Fine Arts development along with sports activities; '*Pratheeksha*' promotes social commitment. The institute firmly

follows an expedient agenda on women empowerment to equip the students with leadership qualities, to develop their inherent talents and thereby to steer them into perfection by their comprehensive development.

## PRAJNA

The curriculum and teaching-learning methodology adopted by the college focuses primarily on student progression which is achieved through meticulous mentoring and coaching for slow, average and advanced learners. ICT facilitated classrooms and blended teaching and learning methods used by faculty and students mark a high quality of academic excellence. The college implemented OBE to assess the skills and knowledge of the students in respective fields and to attain global competency. Research and scientific temper are promoted amongst faculty and students to accelerate academic advancement. The innovation and entrepreneurship development clubs of the college provide platforms for career development opportunities by arranging industrial visits, business awareness classes, practical sessions on skill development training, interaction with successful entrepreneurs etc.

- The college maintains a high pass-percentage (>90) and student progression
- Innumerable video contents developed using ICT tools for students during the Covid pandemic
- CO-PO mapping efficiently carried out for PG programmes to create a link between the Course Outcomes and Programme Outcomes and the attainment calculated
- Full-fledged and thoroughly equipped Research Block, a unique feature of St Joseph's College, promotes research activities of faculty and students
- The College secured 2nd position among Arts and Science colleges of Kerala and 2nd positions in best emerging IEDC for the performance in Innovators Premier League, IEDC Summit 2022
- The College received a Certificate of Recognition in the band 'PERFORMER' under 'General (Non-technical) category in Atal Ranking of Institutions on Innovation Achievement (ARIIA), 2021 under the Ministry of Education, Government of India

## PRATIBHA

To empower women in Sports, Arts and Multimedia and overcome the barrier of gender, exhaustive training programmes are organized. Intensive coaching is given to students in athletics, and in games like Volleyball, Badminton, Football, Hand ball, Basketball, Boxing etc. The Fitness centres and adventure park promotes the idea of a healthy community, making everyone health conscious. The Fine Arts and Oratory clubs opens up the possibility of nurturing the creative and artistic talents of the students. This comprehensive approach for the holistic development of women has fortified the students with the requisite skills and the confidence to attain their life goals.

- Secured gold, silver and bronze medals in the Asian Junior Powerlifting Championship held at Turkey
- Won title of '**Strong Woman of Asia**' Powerlifting Championship held at Turkey
- Won Inter Zone Championship in Volleyball, Football, Boxing, Badminton, Basketball etc.
- Won first in women and second in overall aggregate championship in 2016-17
- Won Calicut University overall championship in sports (2016)
- Won the overall championship in the prestigious Kerala College Games 2022 piloted by the Kerala State Sports Council
- Representation as Kerala State Co-ordinator in Indian Student Parliament
- Selection as official youth delegate of India-Chinese ambassador discussion in Indo China

Consulate.

- Secured second prize in South India Paper Presentation Competition
- Student of the Year and Star of Excellence contest conducted every year
- Talent seeking contest for first UG students to encourage their talents

## PRATHEEKSHA

Secured gold, silver and bronze medals in the Asian Junior Powerlifting Championship held at Turkey. 'Pratheeksha' underlined as the ultimate motto of the College ensures transformation of every student into a socially committed citizen. It promotes women's sense of self-worth, their ability to determine their own choices, and their right to influence social change for themselves and others. Striving for this noble cause, the college through its NCC, NSS and Jossine Reach have been arranging various programmes for students to instill discipline, patriotism and courage to face challenges in life along with strong leadership qualities. As a part of social commitment, the college aids scholarships for financially and socially backward students. The Women Cell of the College has been organizing programmes to create awareness of women's rights and to sensitize the students on gender equality. The college has been partnering with the government of Kerala in the ambitious project ASAP (Additional Skill Acquisition Programme) since its launch. The institution also supports and promotes new start-ups by students with the seed money provided by the management.

- The NCC unit attracted national attention by setting the stage for the first ever visit to Kerala of a Param Vir Chakra Recipient Indian Army Officer who dedicated the Wall of Valour to the Nation
- Institution received the Certificate of Merit from the University of Calicut for the overall achievement in the field of National Service Scheme in 2020-22, appreciating particularly the project '**Abhayam**' [home for the homeless project]
- Received the best NSS program officer of Calicut University in the year 2016-17, 2017-18 and 2020-21
- Certificate of Appreciation for the NSS Program Officer for the service rendered during the socio-economic survey conducted by Padiyoor Gram panchayat
- Three cadets (1-2016, 2-2019) selected for the Republic Day Parade in Delhi and many other cadets participated in various national camps like Youth Exchange Programme, TSC, National Integration Camp, Ek Bharath Sresht Bharat etc., representing K & L Directorate and our College.
- Drop out ratio is lower due to various scholarships and free studentships
- 'We for Women Club' actively voices the grievances of women and takes corrective steps to attain the desired outcome
- With the training and support provided by ASAP, students are able to find coveted jobs of their preference effortlessly
- The thrust on value education as an essential component of UG program creates socially committed and responsible individuals

File Description	Document
Appropriate web in the Institutional website	<a href="#">View Document</a>

## 5. CONCLUSION

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### Additional Information :

With a history of academic distinction, St. Joseph's College continues its untiring efforts to realize its mission of empowering women through transformative education.

The peer team's third cycle accreditation suggestions have been implemented.

- A well-equipped research centre was developed to support research initiatives, particularly for interdisciplinary studies.
- Links to more institutions have been envisaged. There are 70 operational MOUs and 2000 collaboration activities in existence.
- Constructed a multi-media studio.
- Established a Fitness Park with an adventure park, an open gym, and a yoga centre.
- By generating MP funds, transportation facility has been enhanced.
- The Women Study Center is established.
- Campus placement training is introduced.
- A WiFi-enabled central computing facility- Media Lab is set up.

### Concluding Remarks :

- 13 programmes have been added during the assessment period
- Implemented Outcome Based Education
- 100% ICT enabled classrooms
- The average pass percentage is greater than 93
- During the assessment period, 300 extension activities were conducted.
- Fully automated Library Management System.
- It is the first initiative in Kerala to conserve ancient scripts and documents by introducing a Script Garden.
- Over 50% of students' progress to higher education
- Overall champions in all Kerala College Games.
- Awarded the title 'Best NSS Unit' in the state
- Participatory management system for effective functioning
- Best Practices-SPARC (Skill oriented programmes for Acquiring and Refining Capability) and STEPS (Stretch Thyself to Enlighten the People and Society)

### Future Plan:

- To open a teaching-learning centre
- To improve international student/faculty exchange programme.
- Global Network for Quality Higher Education
- To enhance Industry-Academia Interaction
- Being a centre for migrant workers' empowerment

NAAC

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p><b>Average percentage of courses having focus on employability/ entrepreneurship/ skill development offered by the institution during the last five years</b></p> <p>1.1.3.1. <b>Number of courses having focus on employability/ entrepreneurship/ skill development year-wise during the last five years..</b>            Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>1043</td> <td>860</td> <td>832</td> <td>784</td> <td>777</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>1044</td> <td>860</td> <td>833</td> <td>785</td> <td>778</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	1043	860	832	784	777	2020-21	2019-20	2018-19	2017-18	2016-17	1044	860	833	785	778
2020-21	2019-20	2018-19	2017-18	2016-17																	
1043	860	832	784	777																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
1044	860	833	785	778																	
1.3.2	<p><b>Number of value-added courses for imparting transferable and life skills offered during last five years.</b></p> <p>1.3.2.1. <b>How many new value-added courses are added within the last five years</b>            Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>19</td> <td>10</td> <td>8</td> <td>8</td> <td>25</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>38</td> <td>29</td> <td>25</td> <td>23</td> <td>25</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	19	10	8	8	25	2020-21	2019-20	2018-19	2017-18	2016-17	38	29	25	23	25
2020-21	2019-20	2018-19	2017-18	2016-17																	
19	10	8	8	25																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
38	29	25	23	25																	
1.3.4	<p><b>Percentage of students undertaking field projects/ internships / student projects (Data for the latest completed academic year)</b></p> <p>1.3.4.1. <b>Number of students undertaking field projects / internships / student projects</b>            Answer before DVV Verification : 2932            Answer after DVV Verification: 3009</p>																				
3.2.2	<p><b>Percentage of teachers having research projects during the last five years</b></p> <p>3.2.2.1. <b>Number of teachers having research projects during the last five years</b>            Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17															
2020-21	2019-20	2018-19	2017-18	2016-17																	

7	2	2	3	3
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Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
7	2	2	5	8

Remark : Input edited as per proofs provided.

**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 last five years**

**3.6.2.1. Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
23	20	12	8	9

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
10	8	7	6	9

**3.6.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

**3.6.3.1. Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
37	75	72	42	48

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
26	23	27	13	23

**3.6.4 Average percentage of students participating in extension activities listed at 3.6.3 above during the last five years**

**3.6.4.1. Total number of students participating in extension activities listed at 3.6.3 above year-wise during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
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2354	2588	2257	2030	1962
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Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2023	1959	1886	1676	1910

Remark : Input edited as per clarification.

**3.7.1 Number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work**

**3.7.1.1. Total number of Collaborative activities per year for research/ faculty exchange/ student exchange/ internship/ on –the-job training/ project work**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1270	231	252	158	65

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
73	38	58	34	46

Remark : Input edited as per data provided in clarification.

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

**5.3.1.1. Number of awards/medals won by students for outstanding performance in sports / cultural activities at inter-university / state / national / international events (award for a team event should be counted as one) year - wise during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
69	20	12	26	15

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
58	18	6	17	8

Remark : Input edited as per data provided in clarification. Observation accepted.

**5.3.3 Average number of sports and cultural events / competitions organised by the institution per**



year

**5.3.3.1. Number of sports and cultural events / competitions organised by the institution year wise during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
146	102	107	121	72

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
62	10	49	45	8

Remark : Input edited as per data provided in clarification. Observation accepted.

**6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.**

**6.3.2.1. Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
83	18	16	5	5

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
79	18	14	5	2

**6.3.3 Average number of professional development / administrative training Programmes organized by the institution for teaching and non-teaching staff during the last five years.**

**6.3.3.1. Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
25	9	6	7	5

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17

27	9	6	7	3
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Remark : Input edited as per the data provided in clarification.

## 2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p><b>Number of students year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>3060</td> <td>2851</td> <td>2707</td> <td>2523</td> <td>2358</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>3060</td> <td>2851</td> <td>2707</td> <td>2523</td> <td>2358</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	3060	2851	2707	2523	2358	2020-21	2019-20	2018-19	2017-18	2016-17	3060	2851	2707	2523	2358
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