YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	ST. JOSEPH'S COLLEGE (AUTONOMOUS), IRINJALAKUDA
• Name of the Head of the institution	Dr. Sr. Anis K V
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	08301000125
• Alternate phone No.	9544423174
• Mobile No. (Principal)	8301000565
• Registered e-mail ID (Principal)	principal@stjosephs.edu.in
• Address	St.Joseph's College (Autonomous), Irinjalakuda, Thrissur
• City/Town	THRISSUR
• State/UT	Kerala
• Pin Code	680121
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	01/06/2016
• Type of Institution	Women
• Location	Semi-Urban

• Financial Status	**UGC 2f and 12(B)**
• Name of the IQAC Co-ordinator/Director	**Naijil George**
• Phone No.	**9495465285**
• Mobile No:	**9744680831**
• IQAC e-mail ID	**iqac@stjosephs.edu.in**

3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.stjosephs.edu.in/aqar.html
4.Was the Academic Calendar prepared for that year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.stjosephs.edu.in/upload/pdf_upload/542abe8d9ebe62f88d409be6f710c5d6.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	**A**	**3.1**	**2013**	**25/10/2013**	**31/12/2021**

6.Date of Establishment of IQAC	**01/06/2004**

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

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
St. Joseph's College (Autonomous), Irinjalakuda	**Colleges with Potential for Excellence**	**UGC**	**27/05/2017**	**15000000**

8.Provide details regarding the composition of the IQAC:

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

9.No. of IQAC meetings held during the year	**6**
• Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?	**Yes**
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded
10.Did IQAC receive funding from any funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

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

• Implementation of Outcome-Based Education • Effective implementation of Blended learning • Systematic Faculty Performance evaluation • Constitution of Departmental council for effective curriculum feedback • Promotion of research and publications

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

Plan of Action	Achievements/Outcomes
Implementation of Outcome-Based Education	**Program Outcome, Program Specific Outcome and Course Outcome of all the courses were identified and mapped. An online portal was adapted for the outcome mapping. External and internal components were identified. The outcome mapping of all PG programs (2019 admission) was completed.**
Effective implementation of Blended learning	**Pandemic forced us to implement the online mode of education during the initial part of the academic year. Eventually, the conditions were relaxed, and the academic activities progressed**

	in a blended mode. IQAC has organized FDPs for faculty to equip them with ICT-based online teaching. Students without digital gadgets were identified and were provided with gadgets.
Systematic Faculty Performance evaluation	Annual faculty performance evaluation was done, and feedback were shared with the faculty members
Constitution of Departmental council for effective curriculum feedback	The Department council was constituted with faculty members and student representatives from all classes. It aided effective feedback for curriculum revision and effective curriculum delivery.
Promotion of research and publications	Research activities in the college is promoted by providing infrastructural facilities, organizing sensitization programs, provision for seed money and instituting incentives for research achievements. Journal publications and books released had sharply increased during this academic year.

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

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Governing Body	28/03/2022

14.Was the institutional data submitted to AISHE ?	Yes

- Year

Year	Date of Submission
2020-2021	30/03/2022

Extended Profile

1.Programme

1.1	40
Number of programmes offered during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1	3060
Total number of students during the year:	

File Description	Documents
Institutional data in Prescribed format	View File

2.2	1024
Number of outgoing / final year students during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3	3060
Number of students who appeared for the examinations conducted by the institution during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1	1044
Number of courses in all programmes during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2	**127**
Number of full-time teachers during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.3	**127**
Number of sanctioned posts for the year:	

4.Institution	
4.1	**304**
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	**98**
Total number of Classrooms and Seminar halls	
4.3	**350**
Total number of computers on campus for academic purposes	
4.4	**100085630.59**
Total expenditure, excluding salary, during the year (INR in Lakhs):	

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

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

Curriculum Design & Development

- **choice based credit system**
- **structured feedback system where recommendations made by them**

is presented before the college academic council. .

Outcome-Based Curriculum

- Programme Outcome, Programme Specific Outcome and Course Outcome are decided.
- Internal and external assessment
- Bridge courses and regular remedial classes.

Curriculum Diversification

- Value-added courses and competitive examination training
- vocational courses in Applied Microbiology& Forensic Science and Malayalam & Manuscript Management and Mathematics and Artificial Intelligence
- hands-on training and onsite experience through student centric activities and research activities
- audit courses
- co-curricular events.

Development of Global Competencies

- Collaborations with top institutions (State as well as national level)
- MoUs with prestigious & recognized agencies
- Mandatory research and project report submission on a contemporary topic of social relevance

Value-oriented curriculum

Every week one hour is for value education sessions. Annual three-day camp for the spiritual and ethical upliftment. Additionally, there is an in-house counselling centre, Darshana.

File Description	Documents
Upload additional information, if any	[View File]()
Link for additional information	Nil

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

40

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	**No File Uploaded**

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

1038

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

207

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

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

40

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	[View File](#)
Any additional information	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	[View File](#)

1.3 - Curriculum Enrichment

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

Gender Sensitization

• **Courses offered by Science Departments and common courses by language departments have special modules on gender.**

• **Departments undertaking gender related PR campaigns, field projects and final year projects.**

• **An audit course on Gender Studies for II DC students.**

• **The value education program and special session on gender awareness.**

Professional Ethics

• **mandatory plagiarism report for dissertations**

• **Audit courses and Courses offered by different departments.**

• **Different research departments of the college have Research and Publication ethics (RPE) and IPR as part of PhD Coursework syllabus.**

Environment and Sustainability

• **reduce, reuse and recycle philosophy.**

• **programs of Swatch Bharath**

• **Learn with Nature, Green Campus-Clean Campus Biodiversity Club and Nature Club**

• **courses and audit courses related to environment**

· **Promoting eco-friendly practices like switching to menstrual cups,**

· **sanitary Pads by CDRL,**

· **plant pots**

Human Values

· **Human values and ethics of first year and second year UG common courses curriculum.**

· **social extension activities as part of Compulsory Social Service (CSS)**

· **courses in the approved curriculum with universal human values.**

· **social extension programs by departments**

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	[View File](#)
Any additional information	**No File Uploaded**

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

37

File Description	Documents
List of value-added courses	[View File](#)
Brochure or any other document relating to value-added courses	[View File](#)
Any additional information	**No File Uploaded**

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

4176

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

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

2945

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

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

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.stjosephs.edu.in/feedback.html
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	No File Uploaded

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

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.stjosephs.edu.in/feedback.html
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

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

1165

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

289

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

Assessment process:

Based on their performance in PET/SAT exam, board exam results, personal interview and first internal assessment, they are grouped into advanced and slow learners. After each semester end examination, continuous evaluation of students is done. Diverse programmes are conducted to enhance their learning skills.

- **One week Student Induction Programme and Bridge course by each department**
- **Special sessions for the late admission students**
- **Zero-hour department- wise academic activities**
- **Walk with Scholar programme for the Advanced Learners**
- **Scholar Support programme for the Slow Learners**
- **Guidance programmes by HRD Cell**
- **online courses through Coursera, SWAYAM, MOODLE, edX**
- **Training NET, JAM, PSC, UPSC, IAS and bank exams**
- **Conduct of merit day program**

- Faculty@students home program
- Darshana- counselling center
- Extra classes, scribes
- Technological aids
- Site visits
- Admission for differently abled students

Programs for Advanced Learners:

- Research activities
- KSCSTE projects
- Personality development sessions
- Field trips
- Walk with Scholar program
- Motivational Talks
- Intercollegiate competitions and seminars

Slow learners:

- Remedial sessions
- Regular test papers
- Peer learning activities
- Collaborative teaching learning activities
- Each one- teach one initiative
- Govt. initiated Scholar support program
- Coaching classes
- Assignments
- Personalised interactions

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/10/2020	3060	127

File Description	Documents
Upload any additional information	No File Uploaded

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:

• **Experiential learning:**

o internships

o projects

o study tour

o exposure visits

o Rural camp

o Skill Development Workshops

o Field surveys

o Hands-on training sessions

o Aquaponics

o Outdoor Sketching

• **Participative learning:**

o Virtual Reality Lab

o Organising literary fests and competitions to bring out student's creative talents

o Student exchange programme

o Preparation of student manuscripts

o Class-wise management of Bulletin Boards

o Participation in club activities

o Encouraging students to attend seminars, workshops in and out of college

o Presentations based on their views on text based pre-assigned topics

o Mobile quizzes and games

o Group discussions and Debates

o Mock Interviews

o Encouragement to enroll for MOOC courses

o Project Work

o Undertaking student projects in topics of their choice

o Management Fest

- Community mobilisation
- Participatory Rural Appraisal

- Problem Solving Methodologies:

o Field projects

o Street plays

o Post flood water quality assurance programme

o Waste management techniques

o Management sponsored Student Project

o Production of Eco-friendly sanitary pads

o Manuscript preservation

o Sanitiser and mask production

o Production of biopesticides

o Manufacture of LED serial lights

- Case Study
- Crime scene forensic puzzle series
- Hackathon

o **Simulation and Role Play**

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional Information	**Nil**

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

ICT tools of the college include a recording studio 'iLab', academic softwares such as Linways, QnSmart, Virtual Lab and Pearson's e-library, Media lab, Interactive ICT Panels, PC/ laptops, document camera, and data projectors as extended forms of interactive teaching box.

The college incorporates Learning Management System LMS@SJC along with its mobile app , in its online learning interactions to provide a customized learning experience to the students.

The college provides a continuous learning environment through

- **computerized labs and equipment.**
- **Audio suite and video production lab**
- **Computer labs, well-equipped with audio-video facilities**
- **The Language Lab**
- **Research Hall equipped with visual – audio aids**
- **iLab studio environment**
- **live streaming of academic programmes.**
- **The multimedia facilities**
- **classes through Google meetings**
- **curricular activities through Google workspace**
- **Academic interactions through online applications like WhatsApp and Email.**
- **N-List e- journals and e-books;**
- **Pearson e-books**
- **DELNET e-journal and e-Books.**
- **Grammarly**
- **Braille software JAWS**

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.stjosephs.edu.in/online-classes.html
Upload any additional information	No File Uploaded

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

2.3.3.1 - Number of mentors

127

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

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

Academic Calendar

The College Council, the IQAC and the Controller of Examinations organize a meeting in the month of May to discuss the feedback from multiple sources 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.

Teaching Plan

The plan has been instructed to be designed to cover 40% of the syllabus before the first sessional. The second sessional will follow the next 40%. The rest 20% of the syllabus has to be covered before the final examinations.

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 (LMS@SJC).Course facilitators submit 'Daily Mirror' on a

regular basis. Monthly evaluation is followed to analyze the effectiveness of the course plan. The completed modules are submitted by the course coordinators to the heads. The plan is submitted in detail containing the durations and the time for implementation.

The teachers as per the finalized plans after review prepare the timetable which is presented before the college council for final approval.

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

2.4 - Teacher Profile and Quality

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

127

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

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

45

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	**No File Uploaded**

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

10

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

2.5 - Evaluation Process and Reforms

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

33.28

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	[View File](#)
Any additional information	**No File Uploaded**

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

65

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

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

Examination Procedures

St.JIFont, Light Logics Holography and optics solutions is used to create mark sheets. To eliminate duplicity, the mark sheets are printed with 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.

IT Integration

- **Exam registration and fee payment through Linways@SJC**
- **Generation of question papers through QnSmart@SJC**
- **Mapping of questions to COs, PSOs and POs**
- **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 CA and SEE**
- **Generating semester-wise and consolidated marksheets**
- **Publication of semester wise result on the website**

Reforms in the Examination Procedures

- **Different colour coded answer booklets with A-Z series**
- **Bar coded false numbers in answer booklets**
- **Examination fee payment through 'Razorpay**

Reforms during Pandemics

- **Decentralized examination**
- **Examination details and student data for different centres consolidated through the software**
- **For all PG courses, a ceiling system was introduced in all sections;**
- **ceiling system in Part C of the question paper**

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

2.6 - Student Performance and Learning Outcomes

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

The approved POs, PSOs and COs for all programs 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, students, and parents.

An OBE workshop was conducted by the Kerala Higher Education Council members for the faculty members. The teachers were also provided with training sessions to familiarise them with the workings of LINWAYS@SJC and QnSmart.

As part of the common Bridge course, an orientation is given to all new students to acquaint them with the concept of OBE. 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 make the students familiar with these outcomes in the beginning of a course itself. They prepare lesson plans and design instructional strategies as per the required outcomes. The parents are also made aware of these outcomes through different orientation programmes and parent-teacher meetings.

The Academic Excellence Committee of the college functions as the Learning Outcome Assessment Committee. IQAC monitoring, academic audit and feedbacks from stakeholders contribute to the assessment process.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	Nil

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

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.

1. Direct Assessment:

1. External Assessment: The different Course Outcomes, Programme Specific Outcomes and Programme Outcomes are linked with the question papers generated through QnSmart. Each question is separately linked with different COs; which in turn are mapped with different PSOs and POs.,A statistical indicator Z value is used to evaluate the academic performance of the students.
2. Internal Assessment: The different components considered for assessment are two internal examinations conducted for each

paper, participation in curricular activities 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.

1. 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 are also collected. A post- course assessment of the syllabus by the alumnae is also carried out.

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

2.6.3 - Pass Percentage of students

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

989

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://www.stjosephs.edu.in/feedback.html

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

- Research activities monitored by Research Ethics Committee and Review committee
- GRACE (Guidance for Research and Assistance for Consultancy and Extension) promoting research
- Establishment of Research block
- Central instrumentation facility
- interdisciplinary research activities
- Research centres in Mathematics, Commerce, Chemistry and English
- Communicable Disease Research Laboratory
- Manuscript Research and Preservation Centre
- DST-FIST funded Instrumentation Facility
- Central Cell culture Facility (Centre for Plant Tissue Culture, Centre for Animal Tissue Culture)
- Innovation Centre for Natural Resources, Optometric lab
- The college is also a center of non-academic research activities

The college encourages and backs the research activities of faculty and students through:

- Seed Money and Special Incentives for Research.
- Governmental & Non-governmental funded projects and collaborative research .
- International collaborations with the British Library and Randox Laboratories (UK), UNESCO;
- UGC, DST, SERB, DBT, State funding from KSCSTE and Private funding by KSE and KLF as a part of CSR.
- plagiarism free publication.
- Library
- International conferences, Hands on workshops, Doctoral & Post-Doctoral Research Programmes, International Travel and Research Exchange Programmes, Industrial collaborations, Quality research publications
- The key research findings - discovery of novel plant species, identification of 'Lagnaprakarana' the writings of renowned Mathematician Sangamagrama Madhava, Psychoactive substance Analysis of drivers, etc.

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

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

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

9.2225

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

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

0

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

12-05-2022 03:35:30

3.2 - Resource Mobilization for Research

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

26

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

3.2.2 - Number of teachers having research projects during the year

18

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	https://www.stjosephs.edu.in/projects.html
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

16

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

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

7

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://www.ugc.ac.in/
Any additional information	View File

3.3 - Innovation Ecosystem

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

The supportive programs and initiatives are:

- **providing Seed Money and incentives for quality research**
- **research block with Central Instrumentation facility, incubation centre, social center, GRACE for research etc.**
- **assures the alignment of R&D activities**
- **Quality publications of research**
- **Institution's Innovation Council (IIC),**
- **Innovation and Entrepreneurship Development Centre (IEDC), Entrepreneurship Development Club (ED club)**
- **Young Innovators Programme (YIP)**
- **Workshops, training programmes, interactions with experts, consultants and advisors.**
- **Start-up initiatives of students**
- **orientation programmes and training sessions for neighbouring communities promoting start-ups and innovations.**
- **Techniques in tissue culture, Nursery management, Training in Mask production, Candle making, Mushroom cultivation and aquaponics were conducted for the community.**
- **Hackathon — for innovative computer coding and programming efforts**
- **The college has an incubation centre that aids in producing herbal cosmetics, biodegradable sanitary napkins, cleaning agents, assembling of LED bulbs and a mentoring app**
- **The E-Bazar initiative of ED club to market the products made by college students to prospective consumers.**

Green initiatives include:

- **Vermicomposting**
- **The production of plastic free antibacterial grow bags from water weeds Water Hyacinth**

- **Production of bio-fertilisers, bio-pesticides, mushroom cultivation, etc**

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

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

57

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	**No File Uploaded**

3.4 - Research Publications and Awards

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

A. All of the above

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

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

3.4.2.1 - Number of PhD students registered during the year

22

File Description	Documents
URL to the research page on HEI website	https://www.stjosephs.edu.in/doctoral-programme.html
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	No File Uploaded

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

2

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	No File Uploaded

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

1

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

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

3.4.5.1 - Total number of Citations in Scopus during the year

148

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

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

3.4.6.1 - h-index of Scopus during the year

5

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

3.5 - Consultancy

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

532100

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

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

3021500

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

3.6 - Extension Activities

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

The major areas of Jossine Reach are

1. **Environmental Protection and Conservation :**

   - **anti-plastic campaign,**
   - **tree planting,**
   - **promotion of organic farming,**
   - **Special program for the protection of trees on road side.**

1. **Community Health:**

   - **awareness programmes**
   - **Blood and hair donation camps.**
   - **Medical camps**

1. **Gender Sensitization and Mainstreaming**

   - **Gender sensitising seminars and campaigns.**
   - **Extension activities**

1. **Disaster Response and Pandemic Mitigation**

Services of the college during disasters and pandemic included:

   - **setting up a relief camp,**
   - **cleaning flood affected places,**

- fund raising
- vaccination drives
- Online COVID awareness classes, quiz and counselling
- Production and distribution of essentialities.

5. Civic Responsibility

- visit old age homes, differently-abled care homes, and orphanages.
- 'Fast a meal, feast a meal' for the poor,
- dispensing study materials for poor school students,
- conducting free tuition classes for students
- maintaining mobile community library

6. Conscientization and Capacity Building

The notable activities NSS:

- financial help for constructing houses to the homeless
- agricultural project in collaboration with Krishibhavan, Irinjalakuda
- teaching students of the adopted village
- organ donation awareness
- old age homes visit
- Food packet distribution
- repairing of leaking pipes
- Anti narcotic campaigning
- Swatch Bharath Mission,
- Haritha Keralam Mission,
- Atmanirbhar Bharat Abhiyan,
- Fit India Campaign,
- Save Energy Campaign

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

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

22

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

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

47

File Description	Documents
Reports of the events organized	[View File](#)
Any additional information	**No File Uploaded**

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

3511

File Description	Documents
Reports of the events	[View File](#)
Any additional information	**No File Uploaded**

3.7 - Collaboration

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

1331

File Description	Documents
Copies of documents highlighting collaboration	[View File](#)
Any additional information	**No File Uploaded**

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

30

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

35844 sq. metres built-up area of teaching and learning facility spread out in 19.5 acres

Classrooms and other infrastructure

- **102 spacious classrooms**
- **four seminar halls enabled with ICT facilities**
- **Four computer labs**
- **Five conference rooms,**
- **i Lab, e-content development facilities,**
- **reading room, interactive panel boards, LCD projectors, LED TVs, speakers, lecture capturing systems, black boards, documentation camera, furniture, overhead projectors (OHP) and public announcement system**

Laboratories

- **fifteen science labs,**
- **four research labs,**
- **three computer labs, business lab, audio lab, video lab, media lab, wellness lab, fashion lab, manuscript lab and language lab.**

Computing facilities

- **Highspeed internet lease line facilities,**
- **Wi-Fi access points**
- **server rooms**

- **400 computing systems.**
- **learning management system of LINWAYS**

Blended learning facilities

- **i Lab (studio), interactive boards, media lab (fifty computers with video conference facilities) and teleconference room.**
- **LINWAYS courseware services**

Other facilities

- **Hostel facility with study rooms on each floor**
- **KIOSK for students with computers and internet facilities.**
- **Disabled friendly infrastructure**
- **Camera assisted reading facility and softwares**
- **auditorium, research block, zoological museum, herbarium, botanical garden, history museum, script garden,**
- **Darshana student counselling centre, recreational room, washrooms, retiring room.**
- **Uninterrupted power supply through substation and generators**
- **Water purifying machines**
- **Canteen, guest room, green house**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.stjosephs.edu.in/campus-infrastructure.html

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

The college engages in cultural activities through:

- **The Fine Arts club**
- **College news channel, SJC Chronicle**
- **Oratory and debate club**

Infrastructural facility:

- **College Auditorium**
- **Light and sound**
- **Amphitheatre**
- **Arcadia**

- **i-Lab**
- **Seminar Halls**
- **College Band**

Yoga

Yoga sessions are carried out in the indoor stadium with the help of yoga gurus. College celebrates Yoga day by conducting yoga related activities, quizzes and awareness programs.

Sports and Games

Outdoor facilities:

- **Football field**
- **200 Mtr Track**
- **2 Volleyball courts**
- **Basketball cement court.**
- **Handball court**
- **Open gymnasium**
- **Adventure Park**

Indoor Facilities:

First Indoor stadium in Kerala with teak wood floor, area of 570 Sq.Mtr. and seating capacity of 3000.

Facilities in Indoor stadium:

- **Basketball wooden court.**
- **Volleyball wooden court**
- **Shuttle Badminton 4 courts**
- **Sepak Takraw 4 courts**
- **32 Judo Mats**
- **100 Kabddi Mats**
- **2 Table Tennis Boards**

Other Facilities in the Indoor Stadium:

- **Fitness Centre**
- **Yoga hall**

- **Wellness centre**
- **Two dressing rooms**
- **Coaches' accommodation room**
- **Physical Education Department office**
- **Sports equipment 2 rooms**

The total area of sports facilities is around 10324 Sq. Mtr.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

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

74

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

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

20745203.93

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

4.2 - Library as a Learning Resource

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

The library has a collection of 65545 reference books, 125 journals, 30 magazines, 1260 CD/DVDs, online data bases, and subscribes eight Newspapers.

- Automated door entry and exit through a chip-based identification card

- Integrated Library Management System (ILMS) that functions on 'Koha'
- Self service desk to issue or return his/her books in a single scan of his/her id card and book's barcode.
- Remote user access integrated in LMS (LINWAYS), enables the user to access the library holdings being at off campus. The users can access Pearson library by logging in to their SJC library account.
- Computers and internet connectivity and fifty desk top computers with ethernet connection and catalogue searching facility
- Mini teleconference room.
- e-subscriptions to 15 e-journals, DELNET, INFLIBNET, N-LIST, DSpace, E ShodhSindhu, Pearson digital library and a digital repository of previous years question papers
- Orientation programme

Other

General reference and reading area:

Relaxed reading/discussion zone:

Post graduate reading area:

Faculty reading area

Balcony cubicles for research students

Disabled friendly library

Thaliola collection.

Thesis collection:

Abdul Kalam Museum

Lakshadweep Zone

Printing, scanning, spiral binding and photocopying facilities

CCTV: CCTVs are installed inside the library for the overall security of the library and its users.

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

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

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	[View File](#)
Upload any additional information	**No File Uploaded**

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

1666958.91

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

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

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

632

File Description	Documents
Upload details of library usage by teachers and students	[View File](#)
Any additional information	**No File Uploaded**

4.3 - IT Infrastructure

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

IT policy scope: UG & PG students, research scholars, faculty, administrative staff, higher authorities and officers and guests in terms of network, internet access, official websites, web applications official email services, data Storage mobile/ desktop / server computing facility, documentation facility, multimedia content etc

Details of the IT facility updation are listed in the tables given below.

Details of automation system

Name of application

Learning Management System

LINWAYS

Examination Automation System

LINWAYS

Question Bank

Qnsmarti

Library Automation System

Koha

Mentoring app

IT committee meets regularly for evaluating the requirements submitted by various departments for subsequent academic year with regard to upgrade and purchase of existing/ new computing facility and services. The confirmed requirements, by the committee, for the year are sent to purchase committee for approval. The finance committee prepares budget based on the requirements approved by purchase committee and send to administrative committee for approval. After getting the consent, purchase committee provide sanction to purchase/upgrade the facility and procedure for purchase is initiated.

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3026	**428**

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

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	[View File](#)
Upload any additional information	**No File Uploaded**

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

A. All four of the above

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.stjosephs.edu.in/e-content-development-facilities.html
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

32530107.20

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

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

- **Building Committee, Planning Board, Purchase Committee, Campus Development Committee, Green Audit Committee and Library Advisory Committee**
- **Dean of Science and Arts, HODs and other club/committee in-charges**

I. Utilization of Laboratories

- **Standard procedures for handling chemicals and scientific instruments.**
- **first aid kits, fire extinguishers and laboratory assistants**
- **Dead stock register**

II. Utilization of the Library

- **Issuance of books using KOHA.**
- **Library card for issuing books. Fine for late return of books**
- **E-library services.**
- **photocopying and printing in the library.**

III. Utilization of the Computer Laboratory

- allotted based on syllabi and timetable.
- E-library timetable to identify vacant time slots to ensure utilization.
- Computer experts and laboratory in charges

IV. Utilization of Class

- allotted as per the student strength.

- Housekeeping and repairing done based on need

IV. Utilization of Sports

- Sports coaches and professional trainers

- first aid kits and workers for maintenance of facilities
- Ground levelling and other repairs
- BMI machine and composition analyser are maintained

IV. Utilization and maintenance of ICT facilities

- Interactive boards maintained under AMC with BenQ.
- Wi-Fi is maintained by BSNL, Jio Fiber.
- Linways is maintained under AMC.
- website maintained by Kerala Infotech, Thrissur.
- QnSmart maintained under AMC with ipsr solutions ltd., Kottayam.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

1537

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

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

756

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	**No File Uploaded**

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

A. All of the above

File Description	Documents
Link to Institutional website	https://www.stjosephs.edu.in/skill-enhancement-programmes.html
Details of capability development and schemes	View File
Any additional information	**No File Uploaded**

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

3411

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

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

A. All of the above

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

5.2 - Student Progression

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

152

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	**No File Uploaded**

5.2.2 - Number of outgoing students progressing to higher education

495

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	**No File Uploaded**

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

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

82

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

145

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	**No File Uploaded**

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

College Student union

- **Presidential system was adopted in the campus election. In course of online learning due to pandemic, college initiated a digitalized voting system for the smooth processing of college**

union election for the academic year 2020-2021.

The union comprises of the following positions for the members:

- Chairperson
- Vice Chairperson
- General Secretary
- Joint Secretary
- Fine Arts Secretary
- General Captain
- Student Editor
- Two University Union Councillors who function as the representatives of the students of this college in the University
- Batch Representatives
- NSS, NCC and AICUF representatives
- 22 association secretaries.

Representations in Academic & Administrative bodies/ Committees of the institution

Student representatives have an active participation in

- Library Committee
- Department council meetings
- IQAC
- Anti-ragging Committee and Grievance Redressal Cell
- Discipline Committee
- Research advisory committee, Ethics committee
- Hostel Committee, Women Development Cell, HRD Cell
- Fine arts club, literary club, Oratory and Quiz club, Eco club & Nature Club, Biodiversity club, minority cell, Anti-Narcotics club etc.

The student's union actively participate in conducting the co-curricular activities, commemoration of significant days and publication of the college magazine.

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

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

`149`

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

5.4 - Alumni Engagement

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

It performs as a charitable society,'ST JOSEPHS COLLEGE ALUMNI' under Travancore Cochin Literary,Scientific and Charitable Societies Registration Act XII of 1995(Reg NO:TSR/TC/283).

Financial contributions

- 'A PHONE TO LEARN' project for distributing mobile phones to students who could not afford to merge with the new norm of online classes by giving Rs1,35,300/-.

- The contribution towards AMMA,a charitable foundation initiated by Rev Sr Mary Pastor,former principal of the college, by offering Rs85,000/- in 2018 and2019.

- Alumnae contributed Rs12,00,000/-for the development of infrastructure facilities of the institution,Rs5,00,000/- for library renovation, Rs5,00,000/- for the needy batch mates, Rs71,648/- as endowments, Rs40,000/- for buying oxymetres for DCCS,Rs 45000/- to flood relief fund and Rs 45,000/- for digital notice boards during the last five years.

Nonfinancial contribution:

Academic contributions

- Seminars and webinars on various disciplines
- Participation in Board of Studies
- A certificate programme 'BLOOM- from being to becoming' to

develop soft skills.

Social commitment

- 'Reconnect'- An exhibition to displays and sells handmade crafts.
- Guruvandanam- a programme to honour teachers.
- A video as a tribute to frontline Covid warriors.
- A musical tribute to Padma Vibhushan ONV Kurup as posthumous honour.
- Hidden Voices for blind - contribution to audio library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://www.stjosephs.edu.in/special/alumnae.html

5.4.2 - Alumni's financial contribution during the year   C. 5 Lakhs - 10 Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

- The Board of Management

- The Board of Management comprises of the Superior of Pavanatma Province of CHF Congregation and the executive committee of the society
- Assess the College overall performance.
- Academic plans and policies to lift women

- The Administrative council

- In line with the recommendations of the UGC and the guidelines of the Government of Kerala.
- Supervises the academic and administrative works
- Supports intellectual pursuits of staff and students.
- Daily meetings

- The Governing Council

- Apex statutory body headed by ………
- Meets ………in a year and discusses vital planning for institution.

- The Academic Council

- Meets frequently to govern academic functioning.

- IQAC : assures quality initiatives
- Role of Teachers
    - The twenty two departments with ample resource of teachers following a flat organizational structure
    - Faculty holds key administrative posts and are part of decision making bodies
    - Contribution of Staff Association in overall growth.

Perspective Plans

- Maintaining the educational goals at par with its Vision and Mission.
- Raise the academic and non-academic platforms.
- Commencement of competent programs
- Attaining status of excellence.

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

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

- The board of management formulate policy for the college and the education board supervise the implementation.
- College council.
- The HOD with the faculty

- Department council
- Staff council
- Student Union Council, department association, college committees.
- Stakeholders, PTWA and retired staff are also partial decision makers.

Case study: Library Renovation

The institution commenced an Advisory Board meeting on April 2020 and subcommittees were formed. The involvement of teachers and non-teaching staff begins from subcommittee level as they hold meetings to enunciate ideas for renovation. The PTWA helps in fabricating strategies to mobilize funds. The students volunteered by adopting fundraising methods like coupon selling and sharing ideas in the project. The Alumni Association gathered together at different zones and aided for funding and the Retired staff supported the project by presenting their suggestions.

Outcome:

- Kalam Museum
- Audio Lab
- Cubicles, Discussion Hall and Reading corners
- Exhibition area of publications, thesis work of teachers and Alumni publications
- LAKSHADWEEP CORNER
- A digital library setting, 'D-space'
- KIBO hardware.

Apart from this, the participation of all stakeholders has enabled a huge achievement as follows:

- Lift, Generator, media centre and Dark room
- An open Gym
- Renovated Women's Hostel
- Revamping Campus
- KOHA and LINWAYS
- Blended Learning

File Description	Documents
Upload strategic plan and deployment documents on the website	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**

6.2 - Strategy Development and Deployment

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

- **Setting short term goals for faculty, student, academic and infrastructural excellence.**
- **Directions from management and Governing Council for Long-term plans.**
- **Adhering to Strategic Plan Document 2013-2023 for excellence.**

Activity successfully implemented: Improving Teaching / Learning Experience in

Campus

Mode of action:

- **ICT enabled teaching-learning measures**
- **academic and non-academic extension activities**
- **new programs and value added courses**
- **Career oriented coaching and exposure**

Evidence of Success

grouping

- **Increase in ICT and LED smart board enabled classrooms.**
- **Worldwide accessibility to educationist through videoconferencing.**
- **Skill development programs**
- **Certificate courses, exhibitions, workshops, interaction with experts**
- **Commenced vocational Certificate / Diploma / Advanced Diploma / Degree Courses**
- **zero hour for enrichment classes**
- **orientation classes**

- **collaborative programmes**
- **Conducted a green audit**
- **Developed and marketed hygiene products**
- **faculty and student linkages**
- **Exchange Programs.**

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

The Organization Structure and functions

- **The apex body constituted by the Board of Management, headed by Provincial Superior.**
- **Administrative Council includes …………….**
- **The Principal**
- **Governance, Leadership and Management by Board of Management, Governing Council , Administrative Council, IQAC and Finance Committee**
- **Curricular Aspects by Governing Council, Academic Council, Board of Studies, Admission Committee and Faculty Council**
- **Teaching, Learning and Evaluation by Governing Council, Admission Committee, IQAC, Academic Council, Board of Studies and Ethics Committee**
- **Student Support and Progression by Anti-Ragging Committee, Anti-Sexual Harassment Committee, General Council, Faculty Council, Student Council, Placement and Career Guidance Cell, Administrative Council and Finance Committee**
- **Infrastructure and Learning Resources by Management Council, IQAC, Library Committee, IT Committee, Faculty Council and Admission Committee**
- **Institutional Values and best Practices by women cell, SWACH Committee, Examination Committee, Admission Committee, IQAC, Administrative Council, Management Council and Welfare Committee**

Appointment and service rules

- **The aided staffs- based on State Government and University guidelines.**
- **Unaided staff- Guidelines of Government and policy document of the institution**
- **Yearly planning for sanctioned post**
- **Three level academic recruitments- Assistant Professor, Associate Professor and Professor.**
- **The non- academic staff have five levels , selection based on the qualification and the performance**

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.stjosephs.edu.in/organogram.html
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Education

- **Educational assistance and Scholarship**
- **Admission preference for staff children**

Academic / career development

- Consent for FDP, Orientation and Refresher Programs for aided faculty with duty leave within or outside the institution.
- Seed money provision for research work
- Financial aid for FDP
- Incentives for special achievements
- Autonomy in academic affairs.
- Paid vacation
- Special purpose Paid leave
- Technical training

Medical Incentives

- Medical insurance.
- Annual medical camp
- Maternity leave

Financial Incentives

- Personal Financial assistance
- Festival kits
- Bonus
- Subsidized canteen facilities
- Provident fund
- ESI facility
- Gratuity Policy.

Other Benefits

- Orientation sessions
- Annual staff picnic
- Birthday Celebrations of staff.
- Free Wi-Fi facilities.
- Gymnasium

Teaching Staff

- Promotion from each grade depends on fulfilling the qualifying requirements and per the norms and guidelines of Government and UGC
- Performance assessment is a prime factor in the evaluation of the career development of a faculty.

Non-teaching Staff

- **Classified into five grades. The appointment to a grade based on performance.**
- **Promotion on completion of required number of years under respective grades and performance.**

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

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

84

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

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

18

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<u>View File</u>
Upload any additional information	**No File Uploaded**

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

127

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Internal Audit

- **Annually conducted**
- **Audit on income and expenditure of government and management funds.**
- **Superintendent of the college and the Bursar scrutinize the expenses in the aided and self-financing sections and report submitted to educational board of Pavanatma Province**

External Audit

The external audit is conducted regularly by Chartered Accountants, Deputy Director of Collegiate Education and Accountant General's office. Financial audits are conducted regularly and separately for the following accounts:

1. Personal Deposit Account

2. Autonomy Grant

3. CPE Fund

4. XII Plan General Development Grant:

The audit record is submitted before district and state and UGC deputy educational officer for further scrutiny.

Government audit

- **Conduct to check on the funds aided by government.**
- **They also express their opinion on the maintenance of accounts and records of college.**
- **Separate from internal and external audit.**

Major areas covered by the audit are:

1. **Assets and liabilities**
2. **Payments and Receipts**
3. **Statements of income and expenditure**

The Process of Rectification

The audit demur, pointed out by auditors is presented in purchasing committee and makes amendments quickly. The remedial action is carried out by the accounts department with an explanatory note to Bursar and the purchasing committee.

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

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

4479938

File Description	Documents
Annual statements of accounts	<u>View File</u>
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	<u>View File</u>
Any additional information	**No File Uploaded**

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

After proper scrutiny of the annual institutional budget submitted by the finance committee, the governing body and the management council is sought for the final approval. The institution funds its ventures through the collaboration of:

1. **Central and State Governments.**
2. **State government salary for aided staff.**
3. **UGC autonomous grant**
4. **UGC fund for CPE, B.Voc.,**
5. **KSIDC**

6. **RUSA**
7. **Course Fees and Hostel Fees**
8. **consultancy and corporate training by the faculty**
9. **Paid services offered by Departments and Centres.**
10. **Alumni funds.**
11. **Sponsorship of various organizations**
12. **The donations from well-wishers and philanthropist**
13. **Scholarships and interest from banks.**
14. **From corporates, under CSR policy**
15. **Endowments from retired staff and other benefactors.**

Optimal utilization of resources

Annual departmental list of requirements is presented to the principal of the college. After scrutiny, it is forwarded to Purchasing Committee that implements the genuine needs with the help of Bursar.

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

All the funds are accounted and audited.

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

6.5 - Internal Quality Assurance System

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

Outcome based Education

- **ContextOBE lines up with the institution's development plan focusing at achieving the position 'centre of excellence'.**
- **Practice IQAC composed and developed the plan for OBE implementation through workshops and the objectives and outcomes for all programmes were evolved in alliance with department's and institution's vision and mission. Software**

mapped outcomes and feedbacks are collected for effectiveness
- Outcomes resulted in globalized standard academics and accurate structured quality improvement programs

1. Academic Audit

- ContextConsidering the goal and strategy 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. The internal audit is done by collecting self-evaluative reports of departments and the evaluative reports of peer teams and circulates them among departments by IQAC. The audit by team of external experts ensures the objectivity of evaluation. The audit team examines the reports and the final analysis report is submitted to IQAC.
- OutcomeThe endorsement of academic audit enables to sustain an accountability of academics and to improve the teaching-learning process in campus.

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

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

Stakeholder Review on Teaching-Learning Process

IQAC collects periodical feedbacks from students on academic activities. This evaluation process is administered by Principal and Department Heads. Students rate the faculty performance and provide an anonymous review on academic experience by the end of each semester. Annual Feedback is collected from other stakeholders and based on the feedbacks; IQAC prepares an analysis report and submits it to the Principal and the Board of Management.

Reforms facilitated:

Direct clarifications are sought by the Principal and an action plan is submitted. Curriculum is revised based on the feedback. IQAC offers workshops and seminars for improved teaching-learning

experience.

Online Education

The IQAC collects review of the online and offline teaching learning experience in pandemic from all the stakeholders and formulates an analysis report and based on the results strategies are implemented.

Reforms facilitated:

The IQAC organizes training courses and workshops are offered and utilises Linways and other educational software of the college for progressive teaching-learning experience.

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

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

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.stjosephs.edu.in/aqar.html
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The main Gender Equity and Sensitization Programs instituted by the college are categorized as: (a) Safety and Security, (b) Counselling and (c) Common Room.

1. Safety and Security

Different units, cells and all departments especially Social Work Department actively contributes to safety and security of students through:

- Established Anti-sexual harassment Cell and Anti-ragging Committee
- Disabled-friendly infrastructure for the specially challenged
- We for Women's Club
- Health and safety oriented environment through multi-purpose fitness Centre, certified yoga classes and well trained instructors in Judo and Karate.

Other Security Measures: -

- CCTV monitored campus
- security personal
- Maintenance of visitors log books and movement registers.

1. Counseling

Psychological Counseling- DARSANA: an on-campus psychological counseling center.

Academic Counseling- Few programs that aid in academic counseling are:

- remedial classes and Student Support Programs (SSP),
- Walk With Scholar Programs (WWS),
- 'Each One, Teach One'

Career Counseling-

Sensitization programs are regularly organized by:

- Career Guidance and Placement Cell.
- Partnership in ASAP

- The Entrepreneurial Development Club
- English for Empowerment Club

1. Common Room

Common room is located in the building adjacent to Auditorium with hygienic sanitary facilities provided on every floor of the building.

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

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

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

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

General Waste Management-

- Sufficient area for waste disposal
- Waste disposal awareness programs by the discipline committee for enhancing responsible behavior from the students.
- Demarcation of college campus into zones for student volunteered campus cleaning activities.
- Eco-friendly waste management techniques like vermicomposting, use of organic manure, use of paper bags and mushroom cultivation from waste.
- Automatization of admission/examination sections reducing paper waste

Solid Waste Management-

- Separate dustbins for biodegradable and non-biodegradable waste.
- Powdering machines for handling glass waste
- Food waste generated garden manure
- Plastic free campus
- Regularly cleaned napkin disposal bins in toilets

Liquid Waste Management-

- Special drainages for disposal of chemical waste.
- Sewage and waste water treatment plants.

Biomedical waste management: Not Applicable

E Waste Management-

- Link up with external agencies for disposal of devices.
- Buy back scheme for batteries and devices
- Old computers and processors reused for learning hardware assembling

Waste recycling system:

The solid waste is recycled through vermicomposting which is utilized for gardening and the non-compostable waste is transferred to the scrap dealers for recycling.

Liquid waste of Dark sewage (toilet) goes to the septic system and regular sewage water is used for irrigation.

E-waste is recycled under an MOU with Progressive Recycling Solutions Co. Ltd.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore   A. Any 4 or all of the above

well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

A. Any 4 or all of the above

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

A. Any 4 or all of the above

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

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

St. Joseph's College, Irinjalakuda has been in the front line of value-added Education with efforts to inculcate religious, cultural, regional, communal and linguistic harmony among the faculty, staff and students.The College imparts values of secularism and socio-economic harmony into the stakeholders to help them attain a democratically reformed social life through:

- Visits to Old-Age Homes and Orphanages.

- Conducting life-skill training sessions, motivational classes and inter- cultural awareness programs as part of value education.
- Uniform for students eliminating economic disparity
- Active participation of students in relief activities of Cyclone Okhi and 2019 Kerala Flood.
- "Padam onnu padathekku" program
- Awareness class for Kudumbasree members
- "Velicham" awareness class for school students
- "Bloomerg" project with KIDS agency
- Awareness class on AIDS and breast cancer
- World Leprosy Eradication Day Observance
- Conducted Participatory Rural Appraisal on Padiyur Panchayath
- Shuttle Badminton Academy for school students for the age group of 8 to 18 years
- Volleyball Coaching camp for students of Little Flower School, Irinjalakuda.
- Physical Training for mentally challenged children of Cyrene Special School.
- Distribution of mobile phones for poor children with the onset of covid-19.

Commemoration of different festivals of India bringing cultural harmony among students.

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

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

The College has coordinated several distinct and regular programs in order to sensitize the students and employees.

- National Seminar on Intellectual property rights
- JNANODAYA 2K19
- Group Discussion on the topic 'Right to Education'
- Students' presentation on fundamental duties in Indian Constitution
- Screening of short film on human rights

- Celebration of Human Rights Day, Ozone day, population day etc.
- Online Quiz on Indian Constitution
- International Yoga Day and Music Day Observance
- Wild life conservation week
- Certificate course in Environmental studies
- Webinar on Nation, Democracy and Constitution: The Lesson from Indian Experience
- Celebrating days of national importance
- Republic day awareness quiz competition
- World environment day observance
- Observance of Hiroshima Day
- Gandhi Jayanthi celebrations
- UN day Celebrations
- World Heritage Day competitions
- Gandhi Jayanthi Quiz competition
- Talk about World Mother tongue day
- Talk on constitution day
- Talk by Prof. Markus Brodmann Institute of Mathematics University of Zürich Switzerland in three sessions relating the philosophy of Mathematics and the Bible
- Campus Cleaning as part of Gandhi Jayanthi
- Swach Bharath – Campus Cleaning
- Class room sanitization to resist covid -19
- Relief Work on Kerala Flood 2018 and 2019
- 'The Great Indian Republic' program
- Invited talk on law & justice
- National constitution day Celebration.

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

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

A. All of the above

Code of Conduct are organized

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	No File Uploaded

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

St. Joseph's College celebrates various festivals/days/events of national/international importance with pomp and splendour every year to promote national integrity and to appreciate the unification of cultural and religious identities of India through several games, exhibitions and cultural activities.

Teacher's Day is celebrated by the College Union by giving gifts to the teachers and by honouring the retired teachers. World Environment Day and World Aids Day are observed with awareness programmes, Swachh Bharath- Cleaning Week is observed in connection with Gandhi Jayanthi and with the canonization of the foundress of the college St. Mariam Thresia the college observes one week programme with the involvement of all Departments.

Every year, the following Days are commemorated in the most befitting manner:

- Women's Day
- International Youth Day
- World Elders Day
- Hiroshima & Nagasaki Day UN Day
- World Population Day
- Anti-Poverty Day
- AIDS Day
- Mosquito Day
- Earth Day
- Anti-Drugs Day
- Human Rights Day

- Cancer Awareness Day
- World Mental Health Day
- International Yoga Day
- World Vegetation Day
- Wetland Day
- World Hand Washing Day
- Ozone Day
- Mother's Day
- Father's Day
- Kerala Piravi Day
- Sadbhavana Divas
- Feast of St. Joseph's
- Principal's Feast
- Mother Mariam Thresia Day
- Dr. APJ Abdul Kalam Day

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

7.2 - Best Practices

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

Best Practice

1.Title of the Practice: Learn with Nature

2.Objectives of Practice

- Train students to become protectors of Nature.
- Translate classroom – knowledge into life – application
- Participate in the nation – building process

3.The Context:

The earlier 'Green Campus, Clean Campus' practice has now been expanded into 'Learn With Nature' incorporating the initiatives of the Nature and Biodiversity Clubs.

4. Practice :

- Participation in government ecological projects
- 'Haritha' & 'Thusharam' environment magazines
- De-plasticised campus.
- Campus divided for cleaning and greening
- Green Campus & space for cultivation
- Sale of bio-control agents, pesticides, & fertilizers
- Distribution of Paper Bags
- Composting
- Mushroom Cultivation
- Sorted biodegradable and non- biodegradable wastes
- Green Brigade
- Environment Protection course.

5. Evidence of Success:

- Audit observations vouchsafe the installation of solar panels, training in vegetable

cultivation, composting practices, green campus, environmental awareness programs and well – maintained gardens.

6.Problems Encountered and Resources Required:

- Insufficient time.
- Lack of space.
- Revenue generation. to be generated.

7.Notes:

- 'Learn with Nature' is a practice that all institutions can adopt, in view of environmental degradation.

File Description	Documents
Best practices in the Institutional website	https://www.stjosephs.edu.in/best-practices.html
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

- The implementation of OBE to achieve PO's and PSO's of the respective courses.
- ICT enabled and ICT blended teaching-learning strategy
- learner centric value-added courses
- high-quality academic excellence to render value added experience
- Effective feedback system from stakeholders.
- The examination wing using an effective LMS Linways.
- Among topmost IEDC committee at district level.
- Young Innovators program to inculcate entrepreneurial skills and traits among students
- Entrepreneur Development Club.
- Dedicated HRD Cell.
- Physical Education Department & The Sports Council provides best sports infrastructure facilities for training and competition and focuses on the health of students and the staff
- The Fine Arts and Culture, Oratory and Quiz clubs, Drawing and Clay modelling club, News Channel of the college accord career orientation par excellence.
- Active College Union and the Fine Arts Committee functions to inculcate and enhance the cultural and artistic talents of all students.
- The programs arranged by NCC.
- Different types of scholarship and free-ship schemes introduced by Central and State governments
- Women Cell & "We for Women Club" functioning at the initiative of AIACHE, voicing the grievances of women and taking corrective steps.
- ASAP
- Seed money from the Management promotes start-ups and an active research environment by skill enrichment.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

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

Curriculum Design & Development

- choice based credit system
- structured feedback system where recommendations made by them is presented before the college academic council. .

Outcome-Based Curriculum

- Programme Outcome, Programme Specific Outcome and Course Outcome are decided.
- Internal and external assessment
- Bridge courses and regular remedial classes.

Curriculum Diversification

- Value-added courses and competitive examination training
- vocational courses in Applied Microbiology& Forensic Science and Malayalam & Manuscript Management and Mathematics and Artificial Intelligence
- hands-on training and onsite experience through student centric activities and research activities
- audit courses
- co-curricular events.

Development of Global Competencies

- Collaborations with top institutions (State as well as national level)
- MoUs with prestigious & recognized agencies
- Mandatory research and project report submission on a contemporary topic of social relevance

Value-oriented curriculum

Every week one hour is for value education sessions. Annual three-day camp for the spiritual and ethical upliftment. Additionally,

there is an in-house counselling centre, Darshana.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	**Nil**

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

40

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	**No File Uploaded**

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

1038

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

207

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	[View File](#)
Any additional information	**No File Uploaded**
Institutional data in prescribed format (Data Template)	[View File](#)

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

40

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	[View File](#)
Any additional information	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	[View File](#)

1.3 - Curriculum Enrichment

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

Gender Sensitization

· Courses offered by Science Departments and common courses by language departments have special modules on gender.

· Departments undertaking gender related PR campaigns, field projects and final year projects.

· An audit course on Gender Studies for II DC students.

· The value education program and special session on gender awareness.

Professional Ethics

· mandatory plagiarism report for dissertations

· Audit courses and Courses offered by different departments.

· Different research departments of the college have Research and

Publication ethics (RPE) and IPR as part of PhD Coursework syllabus.

Environment and Sustainability

· reduce, reuse and recycle philosophy.

· programs of Swatch Bharath

· Learn with Nature, Green Campus-Clean Campus Biodiversity Club and Nature Club

· courses and audit courses related to environment

· Promoting eco-friendly practices like switching to menstrual cups,

· sanitary Pads by CDRL,

· plant pots

Human Values

· Human values and ethics of first year and second year UG common courses curriculum.

· social extension activities as part of Compulsory Social Service (CSS)

· courses in the approved curriculum with universal human values.

· social extension programs by departments

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

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

37

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	**No File Uploaded**

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

4176

File Description	Documents
List of students enrolled	View File
Any additional information	**No File Uploaded**

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

2945

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	**No File Uploaded**

1.4 - Feedback System

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

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.stjosephs.edu.in/feedback.html
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	**No File Uploaded**

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

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.stjosephs.edu.in/feedback.html
Any additional information	**No File Uploaded**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

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

1165

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

289

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Assessment process:

Based on their performance in PET/SAT exam, board exam results, personal interview and first internal assessment, they are grouped into advanced and slow learners. After each semester end examination, continuous evaluation of students is done. Diverse programmes are conducted to enhance their learning skills.

- One week Student Induction Programme and Bridge course by each department
- Special sessions for the late admission students
- Zero-hour department- wise academic activities
- Walk with Scholar programme for the Advanced Learners
- Scholar Support programme for the Slow Learners
- Guidance programmes by HRD Cell
- online courses through Coursera, SWAYAM, MOODLE, edX
- Training NET, JAM, PSC, UPSC, IAS and bank exams
- Conduct of merit day program
- Faculty@students home program
- Darshana- counselling center
- Extra classes, scribes
- Technological aids
- Site visits
- Admission for differently abled students

Programs for Advanced Learners:

- Research activities
- KSCSTE projects
- Personality development sessions
- Field trips
- Walk with Scholar program
- Motivational Talks
- Intercollegiate competitions and seminars

Slow learners:

- Remedial sessions
- Regular test papers
- Peer learning activities
- Collaborative teaching learning activities

- **Each one- teach one initiative**
- **Govt. initiated Scholar support program**
- **Coaching classes**
- **Assignments**
- **Personalised interactions**

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/10/2020	**3060**	**127**

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

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:

●**Experiential learning:**

o internships

o projects

o study tour

o exposure visits

o Rural camp

o Skill Development Workshops

o Field surveys

o Hands-on training sessions

o Aquaponics

o Outdoor Sketching

•Participative learning:

o Virtual Reality Lab

o Organising literary fests and competitions to bring out student's creative talents

o Student exchange programme

o Preparation of student manuscripts

o Class-wise management of Bulletin Boards

o Participation in club activities

o Encouraging students to attend seminars, workshops in and out of college

o Presentations based on their views on text based pre-assigned topics

o Mobile quizzes and games

o Group discussions and Debates

o Mock Interviews

o Encouragement to enroll for MOOC courses

o Project Work

o Undertaking student projects in topics of their choice

o Management Fest

- Community mobilisation
- Participatory Rural Appraisal

• Problem Solving Methodologies:

o **Field projects**

o **Street plays**

o **Post flood water quality assurance programme**

o **Waste management techniques**

o **Management sponsored Student Project**

o **Production of Eco-friendly sanitary pads**

o **Manuscript preservation**

o **Sanitiser and mask production**

o **Production of biopesticides**

o **Manufacture of LED serial lights**

- **Case Study**
- **Crime scene forensic puzzle series**
- **Hackathon**
- **Simulation and Role Play**

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional Information	**Nil**

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

ICT tools of the college include a recording studio 'iLab', academic softwares such as Linways, QnSmart, Virtual Lab and Pearson's e-library, Media lab, Interactive ICT Panels, PC/ laptops, document camera, and data projectors as extended forms of interactive teaching box.

The college incorporates Learning Management System LMS@SJC along with its mobile app , in its online learning interactions to provide a customized learning experience to the students.

The college provides a continuous learning environment through

- computerized labs and equipment.
- Audio suite and video production lab
- Computer labs, well-equipped with audio-video facilities
- The Language Lab
- Research Hall equipped with visual – audio aids
- iLab studio environment
- live streaming of academic programmes.
- The multimedia facilities
- classes through Google meetings
- curricular activities through Google workspace
- Academic interactions through online applications like WhatsApp and Email.
- N-List e- journals and e-books;
- Pearson e-books
- DELNET e-journal and e-Books.
- Grammarly
- Braille software JAWS

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.stjosephs.edu.in/online-classes.html
Upload any additional information	No File Uploaded

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

2.3.3.1 - Number of mentors

127

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

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

Academic Calendar

The College Council, the IQAC and the Controller of Examinations organize a meeting in the month of May to discuss the feedback

from multiple sources 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.

Teaching Plan

The plan has been instructed to be designed to cover 40% of the syllabus before the first sessional. The second sessional will follow the next 40%. The rest 20% of the syllabus has to be covered before the final examinations.

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 (LMS@SJC).Course facilitators submit 'Daily Mirror' on a regular basis. Monthly evaluation is followed to analyze the effectiveness of the course plan. The completed modules are submitted by the course coordinators to the heads. The plan is submitted in detail containing the durations and the time for implementation.

The teachers as per the finalized plans after review prepare the timetable which is presented before the college council for final approval.

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

2.4 - Teacher Profile and Quality

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

127

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

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

45

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	[View File](#)
Any additional information	**No File Uploaded**

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

10

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

2.5 - Evaluation Process and Reforms

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

33.28

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

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

65

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	No File Uploaded

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

Examination Procedures

St.JIFont, Light Logics Holography and optics solutions is used to create mark sheets. To eliminate duplicity, the mark sheets are printed with 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.

IT Integration

- **Exam registration and fee payment through Linways@SJC**
- **Generation of question papers through QnSmart@SJC**
- **Mapping of questions to COs, PSOs and POs**
- **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 CA and SEE**

- **Generating semester-wise and consolidated marksheets**
- **Publication of semester wise result on the website**

Reforms in the Examination Procedures

- **Different colour coded answer booklets with A-Z series**
- **Bar coded false numbers in answer booklets**
- **Examination fee payment through 'Razorpay**

Reforms during Pandemics

- **Decentralized examination**
- **Examination details and student data for different centres consolidated through the software**
- **For all PG courses, a ceiling system was introduced in all sections;**
- **ceiling system in Part C of the question paper**

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

2.6 - Student Performance and Learning Outcomes

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

The approved POs, PSOs and COs for all programs 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, students, and parents.

An OBE workshop was conducted by the Kerala Higher Education Council members for the faculty members. The teachers were also provided with training sessions to familiarise them with the workings of LINWAYS@SJC and QnSmart.

As part of the common Bridge course, an orientation is given to all new students to acquaint them with the concept of OBE. 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 make the students familiar with these outcomes in the beginning of a course itself. They prepare

lesson plans and design instructional strategies as per the required outcomes. The parents are also made aware of these outcomes through different orientation programmes and parent-teacher meetings.

The Academic Excellence Committee of the college functions as the Learning Outcome Assessment Committee. IQAC monitoring, academic audit and feedbacks from stakeholders contribute to the assessment process.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	Nil

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

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.

1. Direct Assessment:

1. External Assessment: The different Course Outcomes, Programme Specific Outcomes and Programme Outcomes are linked with the question papers generated through QnSmart. Each question is separately linked with different COs; which in turn are mapped with different PSOs and POs.,A statistical indicator Z value is used to evaluate the academic performance of the students.
2. Internal Assessment: The different components considered for assessment are two internal examinations conducted for each paper, participation in curricular activities 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.

1. 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 are also collected. A post- course assessment of the syllabus by the alumnae is also carried out.

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

2.6.3 - Pass Percentage of students

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

989

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<u>View File</u>
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

https://www.stjosephs.edu.in/feedback.html

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

- **Research activities monitored by Research Ethics Committee and Review committee**
- **GRACE (Guidance for Research and Assistance for Consultancy and Extension) promoting research**

- Establishment of Research block
- Central instrumentation facility
- interdisciplinary research activities
- Research centres in Mathematics, Commerce, Chemistry and English
- Communicable Disease Research Laboratory
- Manuscript Research and Preservation Centre
- DST-FIST funded Instrumentation Facility
- Central Cell culture Facility (Centre for Plant Tissue Culture, Centre for Animal Tissue Culture)
- Innovation Centre for Natural Resources, Optometric lab
- The college is also a center of non-academic research activities

The college encourages and backs the research activities of faculty and students through:

- Seed Money and Special Incentives for Research.
- Governmental & Non-governmental funded projects and collaborative research .
- International collaborations with the British Library and Randox Laboratories (UK), UNESCO;
- UGC, DST, SERB, DBT, State funding from KSCSTE and Private funding by KSE and KLF as a part of CSR.
- plagiarism free publication.
- Library
- International conferences, Hands on workshops, Doctoral & Post-Doctoral Research Programmes, International Travel and Research Exchange Programmes, Industrial collaborations, Quality research publications
- The key research findings - discovery of novel plant species, identification of 'Lagnaprakarana' the writings of renowned Mathematician Sangamagrama Madhava, Psychoactive substance Analysis of drivers, etc.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	[View File](#)
Provide URL of policy document on promotion of research uploaded on the website	https://www.stjosephs.edu.in/the-golden-jubilee-research-centre.html
Any additional information	**No File Uploaded**

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

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

9.2225

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

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

0

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

3.2 - Resource Mobilization for Research

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

26

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

3.2.2 - Number of teachers having research projects during the year

18

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	https://www.stjosephs.edu.in/projects.html
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

16

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

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

7

File Description	Documents
Supporting document from Funding Agencies	[View File](#)
Paste link to funding agencies' website	https://www.ugc.ac.in/
Any additional information	[View File](#)

3.3 - Innovation Ecosystem

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

The supportive programs and initiatives are:

- **providing Seed Money and incentives for quality research**
- **research block with Central Instrumentation facility, incubation centre, social center, GRACE for research etc.**
- **assures the alignment of R&D activities**
- **Quality publications of research**
- **Institution's Innovation Council (IIC),**
- **Innovation and Entrepreneurship Development Centre (IEDC), Entrepreneurship Development Club (ED club)**
- **Young Innovators Programme (YIP)**
- **Workshops, training programmes, interactions with experts, consultants and advisors.**
- **Start-up initiatives of students**
- **orientation programmes and training sessions for neighbouring communities promoting start-ups and innovations.**
- **Techniques in tissue culture, Nursery management, Training in Mask production, Candle making, Mushroom cultivation and aquaponics were conducted for the community.**
- **Hackathon – for innovative computer coding and programming efforts**
- **The college has an incubation centre that aids in producing herbal cosmetics, biodegradable sanitary napkins, cleaning agents, assembling of LED bulbs and a mentoring app**

- **The E-Bazar initiative of ED club to market the products made by college students to prospective consumers.**

Green initiatives include:

- **Vermicomposting**

- **The production of plastic free antibacterial grow bags from water weeds Water Hyacinth**
- **Production of bio-fertilisers, bio-pesticides, mushroom cultivation, etc**

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

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

57

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	**No File Uploaded**

3.4 - Research Publications and Awards

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

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

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

3.4.2.1 - Number of PhD students registered during the year

`22`

File Description	Documents
URL to the research page on HEI website	https://www.stjosephs.edu.in/doctoral-programme.html
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	No File Uploaded

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

`2`

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	No File Uploaded

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

`1`

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

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

3.4.5.1 - Total number of Citations in Scopus during the year

`148`

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

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

3.4.6.1 - h-index of Scopus during the year

5

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

3.5 - Consultancy

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

532100

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

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

3021500

12-05-2022 03:35:31

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

3.6 - Extension Activities

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

The major areas of Jossine Reach are

1. Environmental Protection and Conservation :

- anti-plastic campaign,
- tree planting,
- promotion of organic farming,
- Special program for the protection of trees on road side.

1. Community Health:

- awareness programmes
- Blood and hair donation camps.
- Medical camps

1. Gender Sensitization and Mainstreaming

- Gender sensitising seminars and campaigns.
- Extension activities

1. Disaster Response and Pandemic Mitigation

Services of the college during disasters and pandemic included:

- setting up a relief camp,
- cleaning flood affected places,

- fund raising
- vaccination drives
- Online COVID awareness classes, quiz and counselling
- Production and distribution of essentialities.

5. Civic Responsibility

- visit old age homes, differently-abled care homes, and orphanages.
- 'Fast a meal, feast a meal' for the poor,
- dispensing study materials for poor school students,
- conducting free tuition classes for students
- maintaining mobile community library

6. Conscientization and Capacity Building

The notable activities NSS:

- financial help for constructing houses to the homeless
- agricultural project in collaboration with Krishibhavan, Irinjalakuda
- teaching students of the adopted village
- organ donation awareness
- old age homes visit
- Food packet distribution
- repairing of leaking pipes
- Anti narcotic campaigning
- Swatch Bharath Mission,
- Haritha Keralam Mission,
- Atmanirbhar Bharat Abhiyan,
- Fit India Campaign,
- Save Energy Campaign

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

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

22

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

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

47

File Description	Documents
Reports of the events organized	[View File](#)
Any additional information	**No File Uploaded**

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

3511

File Description	Documents
Reports of the events	[View File](#)
Any additional information	**No File Uploaded**

3.7 - Collaboration

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

1331

File Description	Documents
Copies of documents highlighting collaboration	[View File](#)
Any additional information	**No File Uploaded**

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

30

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

```
35844 sq. metres built-up area of teaching and learning facility
spread out in 19.5 acres

Classrooms and other infrastructure

    • 102 spacious classrooms
    • four seminar halls enabled with ICT facilities
    • Four computer labs
    • Five conference rooms,
    • i Lab, e-content development facilities,
    • reading room, interactive panel boards, LCD projectors, LED
      TVs, speakers, lecture capturing systems, black boards,
      documentation camera, furniture, overhead projectors (OHP)
      and public announcement system

Laboratories

    • fifteen science labs,
    • four research labs,
    • three computer labs, business lab, audio lab, video lab,
      media lab, wellness lab, fashion lab, manuscript lab and
      language lab.

Computing facilities

    • Highspeed internet lease line facilities,
    • Wi-Fi access points
    • server rooms
```

- **400 computing systems.**
- **learning management system of LINWAYS**

Blended learning facilities

- **i Lab (studio), interactive boards, media lab (fifty computers with video conference facilities) and teleconference room.**
- **LINWAYS courseware services**

Other facilities

- **Hostel facility with study rooms on each floor**
- **KIOSK for students with computers and internet facilities.**
- **Disabled friendly infrastructure**
- **Camera assisted reading facility and softwares**
- **auditorium, research block, zoological museum, herbarium, botanical garden, history museum, script garden,**
- **Darshana student counselling centre, recreational room, washrooms, retiring room.**
- **Uninterrupted power supply through substation and generators**
- **Water purifying machines**
- **Canteen, guest room, green house**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.stjosephs.edu.in/campus-infrastructure.html

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

The college engages in cultural activities through:

- **The Fine Arts club**
- **College news channel, SJC Chronicle**
- **Oratory and debate club**

Infrastructural facility:

- **College Auditorium**
- **Light and sound**

- Amphitheatre
- Arcadia
- i-Lab
- Seminar Halls
- College Band

Yoga

Yoga sessions are carried out in the indoor stadium with the help of yoga gurus. College celebrates Yoga day by conducting yoga related activities, quizzes and awareness programs.

Sports and Games

Outdoor facilities:

- Football field
- 200 Mtr Track
- 2 Volleyball courts
- Basketball cement court.
- Handball court
- Open gymnasium
- Adventure Park

Indoor Facilities:

First Indoor stadium in Kerala with teak wood floor, area of 570 Sq.Mtr. and seating capacity of 3000.

Facilities in Indoor stadium:

- Basketball wooden court.
- Volleyball wooden court
- Shuttle Badminton 4 courts
- Sepak Takraw 4 courts
- 32 Judo Mats
- 100 Kabddi Mats
- 2 Table Tennis Boards

Other Facilities in the Indoor Stadium:

- **Fitness Centre**
- **Yoga hall**

- **Wellness centre**
- **Two dressing rooms**
- **Coaches' accommodation room**
- **Physical Education Department office**
- **Sports equipment 2 rooms**

The total area of sports facilities is around 10324 Sq. Mtr.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

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

74

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

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

20745203.93

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

4.2 - Library as a Learning Resource

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

The library has a collection of 65545 reference books, 125 journals, 30 magazines, 1260 CD/DVDs, online data bases, and subscribes eight Newspapers.

- **Automated door entry and exit through a chip-based identification card**

- **Integrated Library Management System (ILMS) that functions on 'Koha'**
- **Self service desk to issue or return his/her books in a single scan of his/her id card and book's barcode.**
- **Remote user access integrated in LMS (LINWAYS), enables the user to access the library holdings being at off campus. The users can access Pearson library by logging in to their SJC library account.**
- **Computers and internet connectivity and fifty desk top computers with ethernet connection and catalogue searching facility**
- **Mini teleconference room.**
- **e-subscriptions to 15 e-journals, DELNET, INFLIBNET, N-LIST, DSpace, E ShodhSindhu, Pearson digital library and a digital repository of previous years question papers**
- **Orientation programme**

Other

General reference and reading area:

Relaxed reading/discussion zone:

Post graduate reading area:

Faculty reading area

Balcony cubicles for research students

Disabled friendly library

Thaliola collection.

Thesis collection:

Abdul Kalam Museum

Lakshadweep Zone

Printing, scanning, spiral binding and photocopying facilities

CCTV: CCTVs are installed inside the library for the overall security of the library and its users.

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

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

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	**No File Uploaded**

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

1666958.91

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

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

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

632

File Description	Documents
Upload details of library usage by teachers and students	[View File](#)
Any additional information	**No File Uploaded**

4.3 - IT Infrastructure

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

IT policy scope: UG & PG students, research scholars, faculty, administrative staff, higher authorities and officers and guests in terms of network, internet access, official websites, web applications official email services, data Storage mobile/ desktop / server computing facility, documentation facility, multimedia content etc

Details of the IT facility updation are listed in the tables given below.

Details of automation system

Name of application

Learning Management System

LINWAYS

Examination Automation System

LINWAYS

Question Bank

Qnsmarti

Library Automation System

Koha

Mentoring app

IT committee meets regularly for evaluating the requirements submitted by various departments for subsequent academic year with regard to upgrade and purchase of existing/ new computing facility and services. The confirmed requirements, by the committee, for the year are sent to purchase committee for approval. The finance committee prepares budget based on the requirements approved by purchase committee and send to administrative committee for approval. After getting the consent, purchase committee provide sanction to purchase/upgrade the facility and procedure for purchase is initiated.

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3026	**428**

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

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

File Description	Documents
Details of bandwidth available in the Institution	[View File](#)
Upload any additional information	**No File Uploaded**

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

A. All four of the above

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.stjosephs.edu.in/e-content-development-facilities.html
List of facilities for e-content development (Data Template)	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

32530107.20

File Description	Documents
Audited statements of accounts	[View File](#)
Upload any additional information	**No File Uploaded**

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

- **Building Committee, Planning Board, Purchase Committee, Campus Development Committee, Green Audit Committee and Library Advisory Committee**
- **Dean of Science and Arts, HODs and other club/committee in-charges**

I. Utilization of Laboratories

- Standard procedures for handling chemicals and scientific instruments.
- first aid kits, fire extinguishers and laboratory assistants
- Dead stock register

II. Utilization of the Library

- Issuance of books using KOHA.
- Library card for issuing books. Fine for late return of books
- E-library services.
- photocopying and printing in the library.

III. Utilization of the Computer Laboratory

- allotted based on syllabi and timetable.
- E-library timetable to identify vacant time slots to ensure utilization.
- Computer experts and laboratory in charges

IV. Utilization of Class

- allotted as per the student strength.

- Housekeeping and repairing done based on need

IV. Utilization of Sports

- Sports coaches and professional trainers

- first aid kits and workers for maintenance of facilities
- Ground levelling and other repairs
- BMI machine and composition analyser are maintained

IV. Utilization and maintenance of ICT facilities

- Interactive boards maintained under AMC with BenQ.
- Wi-Fi is maintained by BSNL, Jio Fiber.
- Linways is maintained under AMC.
- website maintained by Kerala Infotech, Thrissur.
- QnSmart maintained under AMC with ipsr solutions ltd., Kottayam.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

1537

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

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

756

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	**No File Uploaded**

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

File Description	Documents
Link to Institutional website	https://www.stjosephs.edu.in/skill-enhancement-programmes.html
Details of capability development and schemes	View File
Any additional information	No File Uploaded

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

3411

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

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

5.2 - Student Progression

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

152

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

5.2.2 - Number of outgoing students progressing to higher education

495

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	**No File Uploaded**

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

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

82

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

145

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	No File Uploaded

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

College Student union

- Presidential system was adopted in the campus election. In course of online learning due to pandemic, college initiated a digitalized voting system for the smooth processing of college union election for the academic year 2020-2021.

The union comprises of the following positions for the members:

- Chairperson
- Vice Chairperson
- General Secretary
- Joint Secretary
- Fine Arts Secretary
- General Captain
- Student Editor
- Two University Union Councillors who function as the representatives of the students of this college in the University
- Batch Representatives
- NSS, NCC and AICUF representatives
- 22 association secretaries.

Representations in Academic & Administrative bodies/ Committees of the institution

Student representatives have an active participation in

- Library Committee
- Department council meetings
- IQAC
- Anti-ragging Committee and Grievance Redressal Cell
- Discipline Committee
- Research advisory committee, Ethics committee
- Hostel Committee, Women Development Cell, HRD Cell
- Fine arts club, literary club, Oratory and Quiz club, Eco

club & Nature Club, Biodiversity club, minority cell, Anti-Narcotics club etc.

The student's union actively participate in conducting the co-curricular activities, commemoration of significant days and publication of the college magazine.

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

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

149

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

5.4 - Alumni Engagement

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

It performs as a charitable society,'ST JOSEPHS COLLEGE ALUMNI' under Travancore Cochin Literary,Scientific and Charitable Societies Registration Act XII of 1995(Reg NO:TSR/TC/283).

Financial contributions

- 'A PHONE TO LEARN' project for distributing mobile phones to students who could not afford to merge with the new norm of online classes by giving Rs1,35,300/-.

- The contribution towards AMMA,a charitable foundation initiated by Rev Sr Mary Pastor,former principal of the college, by offering Rs85,000/- in 2018 and2019.

- **Alumnae contributed Rs12,00,000/-for the development of infrastructure facilities of the institution,Rs5,00,000/- for library renovation, Rs5,00,000/- for the needy batch mates, Rs71,648/- as endowments, Rs40,000/- for buying oxymetres for DCCS,Rs 45000/- to flood relief fund and Rs 45,000/- for digital notice boards during the last five years.**

Nonfinancial contribution:

Academic contributions

- **Seminars and webinars on various disciplines**
- **Participation in Board of Studies**
- **A certificate programme 'BLOOM- from being to becoming' to develop soft skills.**

Social commitment

- **'Reconnect'- An exhibition to displays and sells handmade crafts.**
- **Guruvandanam- a programme to honour teachers.**
- **A video as a tribute to frontline Covid warriors.**
- **A musical tribute to Padma Vibhushan ONV Kurup as posthumous honour.**
- **Hidden Voices for blind - contribution to audio library.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	https://www.stjosephs.edu.in/special/alumnae.html

5.4.2 - Alumni's financial contribution during the year	**C. 5 Lakhs - 10 Lakhs**

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

- **The Board of Management**

- **The Board of Management comprises of the Superior of Pavanatma Province of CHF Congregation and the executive committee of the society**
- **Assess the College overall performance.**
- **Academic plans and policies to lift women**

- **The Administrative council**

- **In line with the recommendations of the UGC and the guidelines of the Government of Kerala.**
- **Supervises the academic and administrative works**
- **Supports intellectual pursuits of staff and students.**
- **Daily meetings**

- **The Governing Council**

- **Apex statutory body headed by ………**
- **Meets ………in a year and discusses vital planning for institution.**

- **The Academic Council**

- **Meets frequently to govern academic functioning.**

- **IQAC : assures quality initiatives**
- **Role of Teachers**
    - **The twenty two departments with ample resource of teachers following a flat organizational structure**
    - **Faculty holds key administrative posts and are part of decision making bodies**
    - **Contribution of Staff Association in overall growth.**

Perspective Plans

- **Maintaining the educational goals at par with its Vision and Mission.**
- **Raise the academic and non-academic platforms.**
- **Commencement of competent programs**

- **Attaining status of excellence.**

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

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

- **The board of management formulate policy for the college and the education board supervise the implementation.**
- **College council.**
- **The HOD with the faculty**
- **Department council**
- **Staff council**
- **Student Union Council, department association, college committees.**
- **Stakeholders, PTWA and retired staff are also partial decision makers.**

Case study: Library Renovation

The institution commenced an Advisory Board meeting on April 2020 and subcommittees were formed. The involvement of teachers and non-teaching staff begins from subcommittee level as they hold meetings to enunciate ideas for renovation. The PTWA helps in fabricating strategies to mobilize funds. The students volunteered by adopting fundraising methods like coupon selling and sharing ideas in the project. The Alumni Association gathered together at different zones and aided for funding and the Retired staff supported the project by presenting their suggestions.

Outcome:

- **Kalam Museum**
- **Audio Lab**
- **Cubicles, Discussion Hall and Reading corners**
- **Exhibition area of publications, thesis work of teachers and Alumni publications**
- **LAKSHADWEEP CORNER**
- **A digital library setting, 'D-space'**
- **KIBO hardware.**

Apart from this, the participation of all stakeholders has enabled a huge achievement as follows:

- **Lift, Generator, media centre and Dark room**
- **An open Gym**
- **Renovated Women's Hostel**
- **Revamping Campus**
- **KOHA and LINWAYS**
- **Blended Learning**

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**

6.2 - Strategy Development and Deployment

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

- **Setting short term goals for faculty, student, academic and infrastructural excellence.**
- **Directions from management and Governing Council for Long-term plans.**
- **Adhering to Strategic Plan Document 2013-2023 for excellence.**

Activity successfully implemented: Improving Teaching / Learning Experience in

Campus

Mode of action:

- **ICT enabled teaching-learning measures**
- **academic and non-academic extension activities**
- **new programs and value added courses**
- **Career oriented coaching and exposure**

Evidence of Success

grouping

- **Increase in ICT and LED smart board enabled classrooms.**
- **Worldwide accessibility to educationist through videoconferencing.**
- **Skill development programs**
- **Certificate courses, exhibitions, workshops, interaction with experts**
- **Commenced vocational Certificate / Diploma / Advanced Diploma / Degree Courses**
- **zero hour for enrichment classes**
- **orientation classes**
- **collaborative programmes**
- **Conducted a green audit**
- **Developed and marketed hygiene products**
- **faculty and student linkages**
- **Exchange Programs.**

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

The Organization Structure and functions

- **The apex body constituted by the Board of Management, headed by Provincial Superior.**
- **Administrative Council includes …………….**
- **The Principal**
- **Governance, Leadership and Management by Board of Management, Governing Council , Administrative Council, IQAC and Finance Committee**
- **Curricular Aspects by Governing Council, Academic Council, Board of Studies, Admission Committee and Faculty Council**
- **Teaching, Learning and Evaluation by Governing Council, Admission Committee, IQAC, Academic Council, Board of Studies and Ethics Committee**
- **Student Support and Progression by Anti-Ragging Committee, Anti-Sexual Harassment Committee, General Council, Faculty Council, Student Council, Placement and Career Guidance Cell, Administrative Council and Finance Committee**

- **Infrastructure and Learning Resources by Management Council, IQAC, Library Committee, IT Committee, Faculty Council and Admission Committee**
- **Institutional Values and best Practices by women cell, SWACH Committee, Examination Committee, Admission Committee, IQAC, Administrative Council, Management Council and Welfare Committee**

Appointment and service rules

- **The aided staffs- based on State Government and University guidelines.**
- **Unaided staff- Guidelines of Government and policy document of the institution**
- **Yearly planning for sanctioned post**
- **Three level academic recruitments- Assistant Professor, Associate Professor and Professor.**
- **The non- academic staff have five levels , selection based on the qualification and the performance**

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.stjosephs.edu.in/organogram.html
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**

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

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

6.3 - Faculty Empowerment Strategies

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

Education

- Educational assistance and Scholarship
- Admission preference for staff children

Academic / career development

- Consent for FDP, Orientation and Refresher Programs for aided faculty with duty leave within or outside the institution.
- Seed money provision for research work
- Financial aid for FDP
- Incentives for special achievements
- Autonomy in academic affairs.
- Paid vacation
- Special purpose Paid leave
- Technical training

Medical Incentives

- Medical insurance.
- Annual medical camp
- Maternity leave

Financial Incentives

- Personal Financial assistance
- Festival kits
- Bonus
- Subsidized canteen facilities
- Provident fund
- ESI facility
- Gratuity Policy.

Other Benefits

- Orientation sessions
- Annual staff picnic
- Birthday Celebrations of staff.

- **Free Wi-Fi facilities.**
- **Gymnasium**

Teaching Staff

- **Promotion from each grade depends on fulfilling the qualifying requirements and per the norms and guidelines of Government and UGC**
- **Performance assessment is a prime factor in the evaluation of the career development of a faculty.**

Non-teaching Staff

- **Classified into five grades. The appointment to a grade based on performance.**
- **Promotion on completion of required number of years under respective grades and performance.**

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

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

84

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

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

18

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	**No File Uploaded**

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

127

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Internal Audit

- **Annually conducted**
- **Audit on income and expenditure of government and management funds.**
- **Superintendent of the college and the Bursar scrutinize the expenses in the aided and self-financing sections and report submitted to educational board of Pavanatma Province**

External Audit

The external audit is conducted regularly by Chartered Accountants, Deputy Director of Collegiate Education and Accountant General's office. Financial audits are conducted regularly and separately for the following accounts:

1. Personal Deposit Account

2. Autonomy Grant

3. CPE Fund

4. XII Plan General Development Grant:

The audit record is submitted before district and state and UGC deputy educational officer for further scrutiny.

Government audit

- Conduct to check on the funds aided by government.
- They also express their opinion on the maintenance of accounts and records of college.
- Separate from internal and external audit.

Major areas covered by the audit are:

1. Assets and liabilities
2. Payments and Receipts
3. Statements of income and expenditure

The Process of Rectification

The audit demur, pointed out by auditors is presented in purchasing committee and makes amendments quickly. The remedial action is carried out by the accounts department with an explanatory note to Bursar and the purchasing committee.

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

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

4479938

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

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

After proper scrutiny of the annual institutional budget submitted by the finance committee, the governing body and the management council is sought for the final approval. The institution funds its ventures through the collaboration of:

1. **Central and State Governments.**
2. **State government salary for aided staff.**
3. **UGC autonomous grant**
4. **UGC fund for CPE, B.Voc.,**
5. **KSIDC**
6. **RUSA**
7. **Course Fees and Hostel Fees**
8. **consultancy and corporate training by the faculty**
9. **Paid services offered by Departments and Centres.**
10. **Alumni funds.**
11. **Sponsorship of various organizations**
12. **The donations from well-wishers and philanthropist**
13. **Scholarships and interest from banks.**
14. **From corporates, under CSR policy**
15. **Endowments from retired staff and other benefactors.**

Optimal utilization of resources

Annual departmental list of requirements is presented to the principal of the college. After scrutiny, it is forwarded to Purchasing Committee that implements the genuine needs with the help of Bursar.

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

All the funds are accounted and audited.

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

6.5 - Internal Quality Assurance System

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

Outcome based Education

- **ContextOBE lines up with the institution's development plan focusing at achieving the position 'centre of excellence'.**
- **Practice IQAC composed and developed the plan for OBE implementation through workshops and the objectives and outcomes for all programmes were evolved in alliance with department's and institution's vision and mission. Software mapped outcomes and feedbacks are collected for effectiveness**
- **Outcomes resulted in globalized standard academics and accurate structured quality improvement programs**

1. **Academic Audit**

- **ContextConsidering the goal and strategy 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. The internal audit is done by collecting self-evaluative reports of departments and the evaluative reports of peer teams and circulates them among departments by IQAC. The audit by team of external experts ensures the objectivity of evaluation. The audit team examines the reports and the final analysis report is submitted to IQAC.**
- **OutcomeThe endorsement of academic audit enables to sustain an accountability of academics and to improve the teaching-learning process in campus.**

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

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

Stakeholder Review on Teaching-Learning Process

IQAC collects periodical feedbacks from students on academic activities. This evaluation process is administered by Principal and Department Heads. Students rate the faculty performance and provide an anonymous review on academic experience by the end of each semester. Annual Feedback is collected from other stakeholders and based on the feedbacks; IQAC prepares an analysis report and submits it to the Principal and the Board of Management.

Reforms facilitated:

Direct clarifications are sought by the Principal and an action plan is submitted. Curriculum is revised based on the feedback. IQAC offers workshops and seminars for improved teaching-learning experience.

Online Education

The IQAC collects review of the online and offline teaching learning experience in pandemic from all the stakeholders and formulates an analysis report and based on the results strategies are implemented.

Reforms facilitated:

The IQAC organizes training courses and workshops are offered and utilises Linways and other educational software of the college for progressive teaching-learning experience.

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

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

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.stjosephs.edu.in/aqar.html
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The main Gender Equity and Sensitization Programs instituted by the college are categorized as: (a) Safety and Security, (b) Counselling and (c) Common Room.

1. Safety and Security

Different units, cells and all departments especially Social Work Department actively contributes to safety and security of students through:

- Established Anti-sexual harassment Cell and Anti-ragging

Committee
- Disabled-friendly infrastructure for the specially challenged
- We for Women's Club
- Health and safety oriented environment through multi-purpose fitness Centre, certified yoga classes and well trained instructors in Judo and Karate.

Other Security Measures: -

- CCTV monitored campus
- security personal
- Maintenance of visitors log books and movement registers.

1. Counseling

Psychological Counseling- DARSANA: an on-campus psychological counseling center.

Academic Counseling- Few programs that aid in academic counseling are:

- remedial classes and Student Support Programs (SSP),
- Walk With Scholar Programs (WWS),
- 'Each One, Teach One'

Career Counseling-

Sensitization programs are regularly organized by:

- Career Guidance and Placement Cell.
- Partnership in ASAP
- The Entrepreneurial Development Club
- English for Empowerment Club

1. Common Room

Common room is located in the building adjacent to Auditorium with hygienic sanitary facilities provided on every floor of the building.

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

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

File Description	Documents
Geotagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

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

General Waste Management-

- **Sufficient area for waste disposal**
- **Waste disposal awareness programs by the discipline committee for enhancing responsible behavior from the students.**
- **Demarcation of college campus into zones for student volunteered campus cleaning activities.**
- **Eco-friendly waste management techniques like vermicomposting, use of organic manure, use of paper bags and mushroom cultivation from waste.**
- **Automatization of admission/examination sections reducing paper waste**

Solid Waste Management-

- **Separate dustbins for biodegradable and non-biodegradable waste.**
- **Powdering machines for handling glass waste**
- **Food waste generated garden manure**
- **Plastic free campus**
- **Regularly cleaned napkin disposal bins in toilets**

Liquid Waste Management-

- Special drainages for disposal of chemical waste.
- Sewage and waste water treatment plants.

Biomedical waste management: Not Applicable

E Waste Management-

- Link up with external agencies for disposal of devices.
- Buy back scheme for batteries and devices
- Old computers and processors reused for learning hardware assembling

Waste recycling system:

The solid waste is recycled through vermicomposting which is utilized for gardening and the non-compostable waste is transferred to the scrap dealers for recycling.

Liquid waste of Dark sewage (toilet) goes to the septic system and regular sewage water is used for irrigation.

E-waste is recycled under an MOU with Progressive Recycling Solutions Co. Ltd.

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

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

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways** 4. **Ban on use of plastic** 5. **Landscaping**	A. Any 4 or All of the above

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.	**A. Any 4 or all of the above**

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

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

St. Joseph's College, Irinjalakuda has been in the front line of value-added Education with efforts to inculcate religious, cultural, regional, communal and linguistic harmony among the faculty, staff and students.The College imparts values of secularism and socio-economic harmony into the stakeholders to

help them attain a democratically reformed social life through:

- Visits to Old-Age Homes and Orphanages.

- Conducting life-skill training sessions, motivational classes and inter- cultural awareness programs as part of value education.
- Uniform for students eliminating economic disparity
- Active participation of students in relief activities of Cyclone Okhi and 2019 Kerala Flood.
- "Padam onnu padathekku" program
- Awareness class for Kudumbasree members
- "Velicham" awareness class for school students
- "Bloomerg" project with KIDS agency
- Awareness class on AIDS and breast cancer
- World Leprosy Eradication Day Observance
- Conducted Participatory Rural Appraisal on Padiyur Panchayath
- Shuttle Badminton Academy for school students for the age group of 8 to 18 years
- Volleyball Coaching camp for students of Little Flower School, Irinjalakuda.
- Physical Training for mentally challenged children of Cyrene Special School.
- Distribution of mobile phones for poor children with the onset of covid-19.

Commemoration of different festivals of India bringing cultural harmony among students.

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

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

The College has coordinated several distinct and regular programs in order to sensitize the students and employees.

- National Seminar on Intellectual property rights
- JNANODAYA 2K19
- Group Discussion on the topic 'Right to Education'

- Students' presentation on fundamental duties in Indian Constitution
- Screening of short film on human rights
- Celebration of Human Rights Day, Ozone day, population day etc.
- Online Quiz on Indian Constitution
- International Yoga Day and Music Day Observance
- Wild life conservation week
- Certificate course in Environmental studies
- Webinar on Nation, Democracy and Constitution: The Lesson from Indian Experience
- Celebrating days of national importance
- Republic day awareness quiz competition
- World environment day observance
- Observance of Hiroshima Day
- Gandhi Jayanthi celebrations
- UN day Celebrations
- World Heritage Day competitions
- Gandhi Jayanthi Quiz competition
- Talk about World Mother tongue day
- Talk on constitution day
- Talk by Prof. Markus Brodmann Institute of Mathematics University of Zürich Switzerland in three sessions relating the philosophy of Mathematics and the Bible
- Campus Cleaning as part of Gandhi Jayanthi
- Swach Bharath – Campus Cleaning
- Class room sanitization to resist covid -19
- Relief Work on Kerala Flood 2018 and 2019
- 'The Great Indian Republic' program
- Invited talk on law & justice
- National constitution day Celebration.

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

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

adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	No File Uploaded

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

St. Joseph's College celebrates various festivals/days/events of national/international importance with pomp and splendour every year to promote national integrity and to appreciate the unification of cultural and religious identities of India through several games, exhibitions and cultural activities.

Teacher's Day is celebrated by the College Union by giving gifts to the teachers and by honouring the retired teachers. World Environment Day and World Aids Day are observed with awareness programmes, Swachh Bharath- Cleaning Week is observed in connection with Gandhi Jayanthi and with the canonization of the foundress of the college St. Mariam Thresia the college observes one week programme with the involvement of all Departments.

Every year, the following Days are commemorated in the most befitting manner:

- Women's Day
- International Youth Day
- World Elders Day
- Hiroshima & Nagasaki Day UN Day
- World Population Day
- Anti-Poverty Day

- **AIDS Day**
- **Mosquito Day**
- **Earth Day**
- **Anti-Drugs Day**
- **Human Rights Day**
- **Cancer Awareness Day**
- **World Mental Health Day**
- **International Yoga Day**
- **World Vegetation Day**
- **Wetland Day**
- **World Hand Washing Day**
- **Ozone Day**
- **Mother's Day**
- **Father's Day**
- **Kerala Piravi Day**
- **Sadbhavana Divas**
- **Feast of St. Joseph's**
- **Principal's Feast**
- **Mother Mariam Thresia Day**
- **Dr. APJ Abdul Kalam Day**

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<u>View File</u>
Geotagged photographs of some of the events	<u>View File</u>
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

Best Practice

1.Title of the Practice: Learn with Nature

2.Objectives of Practice

- **Train students to become protectors of Nature.**
- **Translate classroom – knowledge into life – application**
- **Participate in the nation – building process**

3.The Context:

The earlier 'Green Campus, Clean Campus' practice has now been expanded into 'Learn With Nature' incorporating the initiatives of the Nature and Biodiversity Clubs.

4. Practice :

- Participation in government ecological projects
- 'Haritha' & 'Thusharam' environment magazines
- De-plasticised campus.
- Campus divided for cleaning and greening
- Green Campus & space for cultivation
- Sale of bio-control agents, pesticides, & fertilizers
- Distribution of Paper Bags
- Composting
- Mushroom Cultivation
- Sorted biodegradable and non- biodegradable wastes
- Green Brigade
- Environment Protection course.

5. Evidence of Success:

- Audit observations vouchsafe the installation of solar panels, training in vegetable

cultivation, composting practices, green campus, environmental awareness programs and well – maintained gardens.

6.Problems Encountered and Resources Required:

- Insufficient time.
- Lack of space.
- Revenue generation. to be generated.

7.Notes:

- 'Learn with Nature' is a practice that all institutions can adopt, in view of environmental degradation.

File Description	Documents
Best practices in the Institutional website	https://www.stjosephs.edu.in/best-practices.html
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

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

- **The implementation of OBE to achieve PO's and PSO's of the respective courses.**
- **ICT enabled and ICT blended teaching-learning strategy**
- **learner centric value-added courses**
- **high-quality academic excellence to render value added experience**
- **Effective feedback system from stakeholders.**
- **The examination wing using an effective LMS Linways.**
- **Among topmost IEDC committee at district level.**
- **Young Innovators program to inculcate entrepreneurial skills and traits among students**
- **Entrepreneur Development Club.**
- **Dedicated HRD Cell.**
- **Physical Education Department & The Sports Council provides best sports infrastructure facilities for training and competition and focuses on the health of students and the staff**
- **The Fine Arts and Culture, Oratory and Quiz clubs, Drawing and Clay modelling club, News Channel of the college accord career orientation par excellence.**
- **Active College Union and the Fine Arts Committee functions to inculcate and enhance the cultural and artistic talents of all students.**
- **The programs arranged by NCC.**
- **Different types of scholarship and free-ship schemes introduced by Central and State governments**
- **Women Cell & "We for Women Club" functioning at the initiative of AIACHE, voicing the grievances of women and taking corrective steps.**
- **ASAP**
- **Seed money from the Management promotes start-ups and an active research environment by skill enrichment.**

File Description	Documents
Appropriate link in the institutional website	https://www.stjosephs.edu.in/institutional-distinctiveness.html
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

- **Implementation of Outcome Based Education for all the programs**
- **Support online and blended learning by providing infrastructure and training**
- **Promote e-governance and ICT in all fields of academics**
- **Encourage research and innovation among the college community**
- **Renovate the physical and digital library infrastructure**
- **Assure physical and psychological fitness of the college community**
- **Help the college community to adapt to the new normal situation after COVID 19**
- **Enhance the environment-friendly programs of the college**