



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	DNYANDEEP MANDAL'S -ST. JOSEPH COLLEGE OF ARTS AND COMMERCE
Name of the head of the Institution	Dr.Vincent D'Mello.
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02228701774
Mobile no.	7875296768
Registered Email	principal@sjcollege.in
Alternate Email	sjc.satpala@gmail.com
Address	Satpala, Rajodi Road Tal.-Vasai, P.O.-Agashi Dist-Palghar
City/Town	VIRAR
State/UT	Maharashtra
Pincode	401301

2. Institutional Status																									
Affiliated / Constituent	Affiliated																								
Type of Institution	Co-education																								
Location	Rural																								
Financial Status	private																								
Name of the IQAC co-ordinator/Director	Dr.Vincent Demello																								
Phone no/Alternate Phone no.	02228701774																								
Mobile no.	7875296768																								
Registered Email	iqac@sjcollege.in																								
Alternate Email	demellovincent@gmail.com																								
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)	https://sjcollege.in/aqar/																								
4. Whether Academic Calendar prepared during the year																									
	Yes																								
if yes,whether it is uploaded in the institutional website: Weblink :	http://sjcollege.in/wp-content/uploads/2019/12/academic-calendar-18-19.pdf																								
5. Accrediation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>71.50</td> <td>2004</td> <td>29-Jul-2004</td> <td>28-Jul-2009</td> </tr> <tr> <td>2</td> <td>B+</td> <td>2.7</td> <td>2015</td> <td>15-Nov-2015</td> <td>14-Nov-2020</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	71.50	2004	29-Jul-2004	28-Jul-2009	2	B+	2.7	2015	15-Nov-2015	14-Nov-2020
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
1	B	71.50	2004	29-Jul-2004	28-Jul-2009																				
2	B+	2.7	2015	15-Nov-2015	14-Nov-2020																				
6. Date of Establishment of IQAC			15-Dec-2004																						
7. Internal Quality Assurance System																									
Quality initiatives by IQAC during the year for promoting quality culture																									
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries																					

7 Days workshop on NET/SET PAPER I & II	26-Oct-2018 7	25
Convocation DAY	02-Feb-2019 1	372
International Conference	23-Mar-2019 2	37
Workshop on New Guidelines for NAAC	13-Jun-2019 1	40
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

7

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

1) Valuable insights were provided to nurture NET/SET aspirants 2) Quality enhancement in research papers published in International Conference 3) Development of research culture among students and teachers 4) Acquired information about new guidelines for Upcoming NAAC Re Accreditation 5) Improve application of MS EXCEL fo NAAC documentation.

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes				
Workshop on New NAAC Guidelines	Acquired information on new guidelines of NAAC to inter and intra collegiate				
Workshop NET/SET	Valuable insights were provided to the NET SET aspirants				
Convocation DAY	Degree awardees were felicitated				
workshop on Research Methodology	Teacher were motivated to enhance the quality of writing a research paper				
International Conference	Research culture was inculcated among the teachers and students in the vicinity				
Excel Training Programme	Improved Use of Excel in NAAC documentation				
View File					
14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%;"> <thead> <tr> <th>Name of Statutory Body</th> <th>Meeting Date</th> </tr> </thead> <tbody> <tr> <td>College Development Committee</td> <td>27-Nov-2018</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	College Development Committee	27-Nov-2018
Name of Statutory Body	Meeting Date				
College Development Committee	27-Nov-2018				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2019				
Date of Submission	06-Feb-2019				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The installation of MIS in college is in progress. Our MIS is a cloud and web based system. College MIS contains following modules: Admission Fees collection Attendance Examination SMS notifications Library management The software takes the students details through admission form and generates merit list, GR number, rearrangement of roll numbers as per the confirmed admission. The fees module has defined fees with various heads, schedule and penalties. it also allows fee waivers or partial receipt facility, calculate				

late fees, print fee receipts, generate list of defaulters and collection reports by course, division, and date. Attendance module implies to send SMS alerts to parents of students who are absent, marks lecturewise student attendance and also generates report. The examination module processes the result of the students as per university guidelines, print report cards. The SMS notification modules sets an SMS template and sends SMS notification to the required list for ex parents, staff, students. Library management module maintains student database and does cataloging, circulation, Acquisition, Book return reminder and Book transactions.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

• The curriculum at the undergraduate and postgraduate level has been standardized to be consistent with the norms of the university protocol and prescribed format. • At the beginning of each academic session, college prepares its proposed academic calendar. The proposed academic calendar is prepared according to the notices and circulars received from the affiliating university. • Every department submits an activity calendar for the month which they try and adhere to. The activities enhance and supplement the syllabus plan. • Orientation program is organized every year for newly admitted students to make them aware of the mechanism for curriculum delivery and implementation. • Further planning for effective delivery is ensured by efficient workload distribution with a balance of theory and practical periods for the faculty. • Based on the teaching assignments allotted in the syllabus distribution, teachers prepare their "teaching plans" at the commencement of the term, according to the number of lectures allotted in the university syllabus for each topic, for effective completion of the syllabus. • Along with the traditional method, teachers often use power-point projectors during the lectures to explain the topics. Multiple methods like Innovative audio-visual aids and Interactive life and application based lectures are conducted by the faculties. • Class tests/surprise tests and student seminars are held after completion of a section of the syllabus. • Tutorial classes and practical sessions are held in some departments within class routine hours for which separate attendance registers are maintained. • Field tours are organized by various Departments to ensure effective implementation of the prescribed curriculum. • Guest Lectures are conducted throughout the year to create an interface between Industry, teaching and the students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

No Data Entered/Not Applicable !!!

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	COMMERCE	18/06/2018
BA	ARTS	18/06/2018
BMS	MANAGEMENTS	18/06/2018
BCom	ACCOUNTS AND FINANCES	18/06/2018
BCom	BANKING & INSURANCE	18/06/2018
MA	MARATHI	14/08/2018
MA	ECONOMICS	14/08/2018
MCom	ACCOUNTANCY	14/08/2018
MCom	MANAGEMENT	14/08/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

• **Students:** The student's gives feedback for all the theory and practical courses taught to them in the semester. This feedback is analyzed and solutions are sought .

• **Alumni:** Alumni Feedback is conducted whenever alumni program such as Alumni Meet are organized in the Institute during academic year. These are considered by the college and implemented to the extent possible.

• **Parents:** The college regularly organizes parent teacher meetings. Suggestions given by the parents are duly taken note of. Parents can meet with the Principal and the faculty by prior appointment.

• **Teachers:** Teachers provide informal as well as formal feedback to the head of the institution on different academic, administrative and other affairs related to the college. It allows for an exchange of ideas and learning to improve the quality of education within the institute by implementing the best practices available. Besides these, visitors feedback is also obtained for which a register is maintained. However, through MIS college will be implementing online feedback system from the next academic year.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	ARTS	360	175	171
BCom	COMMERCE	360	320	307
BCom	COM- UNAIDED	360	259	254
BCom	BMS	360	211	207
BCom	BAF	360	216	216
BCom	BBI	180	41	41
MCom	ACCOUNTANCY	240	157	156
MCom	MANAGEMENT	120	37	37
MA	MARATHI	120	21	21
MA	ECONOMICS	120	21	19

[View File](#)

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1196	233	27	18	4

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
----------------------------	---------------------------------------	-----------------------------------	----------------------------------	---------------------------	---------------------------------

	Resources)				
27	9	41	7	0	2
No file uploaded.					
No file uploaded.					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

A mentoring system is in place since long time. Under this, each faculty member is allotted one group of student mentees. Mentors are assigned for all levels. The mentor interacts with the student mentees as a group at regular intervals. Individual and group mentoring is undertaken to build healthy relationship with the students and to assist the students to resolve various problems faced by them with respect to academic as well as personal. It also helps in understanding students approach, perception, behaviour etc. The mentor attends to the queries of the students and tries to extend support by directing the student to make healthy preferences. Mentoring helps the mentees to get sufficient guidance to solve their respective dilemmas and are able to focus on their studies. Parents are also called for counselling if necessary. Some matters that mentors regularly handle during mentoring sessions include: Assisting students from vernacular mediums who face problems of English language as a medium of instruction. Helping students tackling with the issues related to attendance, performance, discipline, participation in cocurricular activities, etc. Encouraging students to inculcate positive coping strategies. Motivating students to cope with issues involving peers and/or family relationships. In case of field visits, industrial visits, workshops, seminars, N.S.S, rural and urban extension work etc. students are accompanied by staff, bringing the proximity between students and teachers, promoting positive interaction creating the vast opportunities and scope for mentoring.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1429	45	1:32

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
30	27	3	17	0

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	3A00146	6	04/05/2019	15/06/2019
BCom	2C00146	6	11/04/2019	25/05/2019
BMS	2M00156	6	09/05/2019	19/06/2019
BCom	2C00456	6	09/05/2019	27/06/2019

BCom	2C00346	6	08/05/2019	26/06/2019
MCom	2C00534	4	30/05/2019	13/08/2019
MA	3A00524	4	14/05/2019	29/08/2019
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college is affiliated to the University of Mumbai and it follows the guidelines and directions issued by University from time to time for the evaluation of student's academic performance for the academic year. As per university guidelines, the semester wise examinations are conducted twice in a year. College informs students about university circulars and notices regarding examination from time to time through students notice board, class to class notices and also announcement by the faculty members. The students are informed well in advance about internal examinations to be held. The college takes utmost precautions to avoid and or prevent unfair practises during examinations.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

After the beginning of each semester, the department heads of all the departments discuss and prepare the college academic calendar in line with the University calendar and get the approval from principal. The academic calendar includes the details of workshops, seminars, conferences, semester exams, cultural and sports activities, celebration of certain days/ week ,extension activities, study tours, industrial visits. The calendar is made open to all the faculty members for their suggestions and recommendations before it gets finalised. Lesson plans are then prepared based on the academic calendar. Calendar of events are followed regarding conduct of examination and faculties attend examination related work and evaluation work as per University of Mumbai pattern and instructions. As per University calendar of events Academic Calendar of college/department is prepared in order to fulfil the overall student development and progress by including, Exam Schedule, Extension Activities/Tours/Camps ,Industrial Visits Short Term workshops/Training Programmes, Project Exhibitions/Celebration of specific weeks/ Specific days, Sports cultural activities , Parent -Teacher meeting, Convocation day etc.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://sjcollege.in/wp-content/uploads/2022/04/Programme-Course-Outcome.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
3A00146	BA	ARTS	51	40	78.43
2C00146	BCom	COMMERCE	91	70	76.92
2M00156	BMS	BMS	75	72	96
2C00456	BCom	BAF	80	80	100
2C00346	BCom	BBI	17	16	94

2C00534	MCom	ACCOUNTANCY	96	87	90.63
2C00534	MCom	MANAGEMENT	17	16	94.12
3A00524	MA	ECONOMICS	11	10	90.90
3A00524	MA	MARATHI	7	7	100
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://sjcollege.in/wp-content/uploads/2019/12/Teachers-Feedback.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if
------	------------	-----------------------	---------------------------

			any)
International	Commerce Management ,	13	00
International	English	2	00
International	History	6	00
International	Rural Development	1	00
International	Economics	2	00
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
History (Books Reedited)	2
English (Chapter in book)	1
History (Research paper)	6
Marathi	1
Hindi	2
English (Research paper)	2
Economics	3
Commerce Management	19
Rural Development	1
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	0	2	41
Presented papers	31	3	0	0
Resource	1	0	0	0

persons

[View File](#)**3.4 – Extension Activities**

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Antidrug/Alcohol Awareness rally 01/10/2018	Nasha Bandi Mahamandal Maharashtra Shashan in collaboration with NSS unit St Joseph College of Arts Commerce	0	5
Bhajansandhya 02/10/18	Mumbai University in collaboration with NSS unit St Joseph College of Arts Commerce	1	5
Voter ID Campaign 04/10/18	NSS unit St Joseph College of Arts Commerce	2	150
WorkshopCyber security Traffic rules 10/10/18	Arnala Police station in collaboration with NSS unit St joseph college of Arts Commerce	2	150
Skit on "Gandhincha Karaycha Kay" 12/10/18	Rashtra Seva Daal Palghar in collaboration with NSS unit St joseph college of Arts Commerce	2	20
AntiPlastic campaign 16/10/18	NSS unit St joseph college of Arts Commerce	2	50
Sadbhavna Diwas rally 31/10/18	NSS unit St joseph college of Arts Commerce	2	150
Mahawalkathon 18/11/18	NSS unit St joseph college of Arts Commerce	20	200
World Aids Day rally 01/12/18	NSS unit St joseph college of Arts Commerce	2	50
Rashtriya Ekta Diwas Celebration 12/01/2019	NSS unit St joseph college of Arts Commerce	2	50
NSSResidential	NSS unit St	10	52

Camp 13/01/1919/01/19	joseph college of Arts Commerce		
International yoga day celebration 21/06/19	St joseph college of Arts Commerce	20	200
Tree plantation 28/06/2019	NSS unit St joseph college of Arts Commerce	2	50
Swachata Oath	NSS unit St joseph college of Arts Commerce	2	150
Tree plantation 25/07/2019	NSS unit St joseph college of Arts Commerce	2	50
Cleanliness Programme 3/08/2019, 13/08/2019, 14/08/2019	NSS unit St joseph college of Arts Commerce	2	50
Independence Day celebration 15/08/2019	NSS unit St joseph college of Arts Commerce	20	150
Two Community based library (Pardhipada Gowaripada) 15/08/2019	NSS and Library unit St joseph college of Arts Commerce	3	40
Fit India Movement 29/08/2019	NSS unit St joseph college of Arts Commerce	2	40
Uatkarsha Selection round 19/09/2019	NSS unit St joseph college of Arts Commerce in collaboration with university of Mumbai	2	35
NSS day celebration 24/09/209	NSS unit St joseph college of Arts Commerce	2	150
One Community based library (Navapur) 24/09/209 15/08/2019	NSS and Library unit St joseph college of Arts Commerce	3	10
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Slogan Writing competition 3/1/2019	DLLE department, St. Joseph college of arts Commerce	Slogan Writing competition for creating awareness about society	3	120
Laws on Protecting women 9/01/2019	DLLE department, St. Joseph college of arts Commerce	Guest lecture Laws on Protecting women	3	186
Career Guidance Programme 04/02/2019	DLLE department, St. Joseph college of arts Commerce	Career Guidance Programme for students	3	140
Women Empowerment 13/2/2019	DLLE department, St. Joseph college of arts Commerce	Help girls know their rights powers	3	103
Laws protecting women 23/09/2019	DLLE department, St. Joseph college of arts Commerce	Guest lecture by Laika D'mello	2	82

[View File](#)

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Patuck Gala College of Commerce Management, Santacruz (E)	06-faculties & 20 Students	NA	1095
A.E. Kalsekar college of Arts Commerce, Nalasopara (W)	4 faculties & 25 students	NA	1095

[View File](#)

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab	Duration From	Duration To	Participant
-------------------	----------------------	--	---------------	-------------	-------------

		with contact details			
Workshopsk ill developement	Workshophow to grow your skills	Dr Reddy's Foundation	18/01/2019	19/01/2019	80
Yoga training program	7 days Yoga training program	Ambika Yoga Kutir, Agashi branch Virar (w) Mob:9820 350333	14/01/2019	19/01/2019	35
WorkshopConnect with work	WorkshopConnect with work 3 day workshop	Rubicon Pvt Ltd Contact:91220614 14000	06/08/2019	08/08/2019	50
Career guidance cell for students	Personality Development workshop	Career Development centre Ambadi road, Vasai (w) Mob:8600178825	23/07/2019	23/07/2019	60
7 day workshop by BSE	Stock trading programme	Bombay Stock Exchange Dalal street mumbai400 001 Contact: 912266545695	11/03/2019	19/03/2019	60
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Rubicon Pvt Ltd Contact:9122061414000	20/07/2019	WorkshopConnect with work 3 days workshop from06/08/201908/08/2019	50
Patuck Gala College of Commerce Management, Santacruz (E)	05/10/2018	Street play workshop Spiritual Coaching Yoga - An invaluable gift of ancient India Research Human Rights Library Science Social Issues Human Resources Business Ethics Soft Skills Development	26
A.E. Kalsekar college of Arts	12/12/2018	Street play workshop Spiritual	4

Commerce,
Nalasopara (w)

Coaching Yoga - An
invaluable gift of
ancient India
Research Human
Rights Library
Science Social
Issues Human
Resources Business
Ethics Soft Skills
Development

[View File](#)

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
4000000	3895644

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
e Vidya: Library Management Software BIYANI TECHNOLOGY	Partially	1.00	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	10211	950356	524	81465	10735	1031821
e-Books	0	0	1	5900	1	5900

Journals	0	0	22	45013	22	45013
e-Journals	0	0	1	5900	1	5900
CD & Video	50	13512	0	0	50	13512
Library Automation	1	32500	0	0	1	32500
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	Null	Null	Null
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	37	22	1	0	0	9	3	1	3
Added	7	0	1	0	0	0	7	1	0
Total	44	22	2	0	0	9	10	2	3

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
ISO 900014000 PPT	https://youtu.be/rMIRODeEZp8

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1800000	1799727	2200000	2095917

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

<p>The governing body of college along with the Principal, IQAC coordinator decide the guideline for overall development and accordingly frame policies based on guidelines of UGC, University of Mumbai. There are different committees to look into maintenance and other infrastructural facilities. 1.</p>
--

Purchase Committee: The committee scrutinizes the proposal of fund utilization based on need and requirement to ensure optimal utilization of funds allocated to the respective department each academic year. The decision is finalized on the basis on quotations. 2. Library Advisory Committee: The library has advisory committee with a librarian as convener and faculty members nominated as member of the committee by Principal. This committee meet to discuss the functions, requirements, utilizations of resources, distributions of funds and other matter pertaining to the library. The college library has grievance redressal mechanism where students can consult any problems related to library and its services. The maintenance required for equipment's/ installation/ repair/ servicing/ annual maintains and other infrastructural facilities are reported in maintenance book. Accession records are maintained at purchase committee for library. Most of the administrative work is done with the help of computer. Elibrary Internet facility for staff students is available in the library. 3. Computer Lab: Students can use computer lab for their project work. Internet facility is available for students in computer lab. 4. Campus Development Committee: The maintenance of infrastructure facilities like electric work plumbing is on contract bases and toilet equipment, furniture replacement, fire extinguishers, water tank and drinking water facility is permanent. Ramp is accessible for the physically challenged students. Solar Street light is available in college campus. Aarogyam Cell is available for the immediate health facility with first aid service. Girl's common room and boy's common room is offered. College plan is displayed on each floor for the emergency exit. Suggestion box is available for the students. 5. Waste disposal: The College is now following the Satpala Grampanchayat rule to use wet and dry garbage bins. 6. Events and activities: Auditorium is available for cultural activities for betterment of students. 7. Physical activities: Gymkhana is available for student. The academic infrastructure is well supported for sports and extracurricular activities of the students. Students use college playground for outdoor games. 8. Hospitality: Canteen is available for students and staff with variety of healthy and hygienic food. 9. Sanitation: Washroom facility for students on each floor, girls and boys separately. Even have different toilets for staff members and management. Sanitary napkins (vending machine) are available in girl's common room.

<https://sjcollege.in/wp-content/uploads/2022/04/ACADEMIC-POLICY-DOCUMENT.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Merit Need based Scholarships	16	9540
Financial Support from Other Sources			
a) National	Government Scholarships	185	619450
b) International	00	0	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved

Entrepreneurial Skills Development	15/10/2018	70	Mr.Gravan D'mello (Exstudent 8655045928
7 Days' workshop on NET/SET PAPER I II	25/10/2018	30	Dr.Dinesh Sanadi, : 7208710920 Prof.Sohil, Prof.Kan arjeet: 8605786333
Visit to SEBI	15/11/2018	30	SEBI Bandra (E), BKC. Mr. Jitesh Joshi: 9975086675
Yoga Classes	14/01/2019	143	In collaboration with Ambika Yoga Kutir, Agashi branch
SEBI Visit (TY)	16/01/2019	52	SEBI Bandra (E), BKC. Mr. Jitesh Joshi: 9975086675
Skill Development by Dr. Reddy foundation	18/01/2019	50	Mr.Ajay Meheta Dr. Reddy's Foundation 9699935660
Workshop on Career in competitive exam (MPSE UPSE)	23/01/2019	50	Mr.Nandakishor Parab Mr.Jayesh Parab Extraordinary education Pvt. Ltd 9223838913
SEBI Visit (SY)	23/01/2019	44	SEBI Bandra (E), BKC. Mr. Jitesh Joshi: 9975086675
Workshop How to face Interview how to write CV	28/01/2019	65	Anil James and Balamani Times Group 2, Dr D. N Road, Fort, Mumbai 400001
Career in MBA	30/01/2019	40	St.John College of Engineering Management Palghar (E) 2525297279/75
Workshop Effective Communication skills	30/01/2019	100	Mr.Ajay Meheta Dr. Reddy's Foundation 9699935660
Guidance on Banking MBA	04/02/2019	40	CL Educate LTD, A45, Panvel 01141281100
Career Path in Retail Mgt	06/02/2019	97	Mr.Pranav Mudras Manager in Shoppper's Stop ,9096317825
Foundation course for competitive exams	11/02/2019	50	Mr.Nandakishor Parab Mr.Jayesh Parab Extraordinary education Pvt. Ltd

			9223838913
Business Talk Show	16/02/2019	30	Mr. Stanii Lobo, Mr. Vikas Patil, Mr. Prashant Rodrigues 9820966944
Farmers Melava	20/02/2019	100	Prof. Vilas Jadhav, Kosbad Hill Dahanu :8552882712, Prof. Rupali Deshmukh, Dr. Vakode Uttamsahane
Industrial Visit Navneet Publications	20/02/2019	191	Navneet Publications Tel: 91 22 66626565
7 days' workshop by BSE	11/03/2019	30	BSE Broker's Forum, 8088th Floor, BSE Building Fort, Dalal Street 9820717803 Aditya Shrinivas
Guidance regarding placement Interview for ExStudents	27/06/2019	23	Shraddha Lopes Dora Rodrigues 9049517061
Skill Development	06/08/2019	50	Rubicon Pvt..Ltd 801, 8th Floor, Tower 1 World Trade Centre Pune 411014, Maharashtra.
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Departmental mentoring activities related to career counselling and guidance for students	406	685	3	1
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance
---------------------------	--------------------------------	-----------------------------------

		redressal
2	2	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Loksatta Daily Newspaper (2018) / Loksatta Daily Newspaper 2019/	37	29	Riddhi Vinayak Multi specialty Hospital Receptionist / Malaika Appliances Ltd Big Bazaar The Leela Yash Vidya Niketan School Channels Sales Rustomjee Virar IRAVETA Marketing Solution Pvt. Ltd Chellingi Academy English School Breadbox Hospitality Bi	69	14

[View File](#)

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	12	TYBAF	St. Joseph college of arts commerce, Selffinance Department	Bhaskar Waman Thakur College (1) St. Joseph College (08) Institute of Distance Open Learning Mumbai University	M.com

				y (02) Viva College (01)	
2019	1	TYBAF	St. Joseph college of arts commerce, Selffinance Department	St. John College of Engineering & management	MMS
2019	7	TYBBI	St. Joseph college of arts commerce, Selffinance Department	St. Joseph of Arts & commerce	M.COM
2019	1	TYBMS	St. Joseph college of arts commerce, Selffinance Department	Navinchandra Mehta Institute of technology & Development	MMS
2019	6	TYBA	St. Joseph college of arts & commerce,	St.Gonsalo Garcia College,(02) Institute of Distance & Open Learning -Mu mbai- University (04)	MA
2019	5	TYBA	St. Joseph college of arts & commerce,	Ashadeep College of Education (02) College of Education Shivale(01) Government College of Education (01) Godavari Shyamrao College (01)	B.ED
2019	1	TYBA	St. Joseph college of arts & commerce,	Siddarth College of Law	LLB
2019	23	TYBCOM	St. Joseph college of arts & commerce,	Institute of Distance & Open Learning -Mu mbai- University (11) St. Joseph	M.COM

				College of Arts & commerce (10) Bahusaheb Vartak College (01) Viva College (01)	
2019	1	TYBCOM	St. Joseph college of arts & commerce,	Garvare Institute	PGDM
2019	4	TYBCOM	St. Joseph college of arts & commerce,	St. Francis institute Management (01) St. Xavier's College of Management (01) Artharv Institute of Management (01) Rustomji Business School (01)	MMS
2019	2	TYBCOM	St. Joseph college of arts & commerce,	Symbiosis Law College (01) Shri Pancham Khemraj Law College (01)	LLB
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	2
SET	1
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Tug of war (2nd Prize)	InterCollegiate (St. John College, Palghar)	8
Carrom Boys (1st Prize)	InterCollegiate (Vartak College)	2
Box Cricket (Boys) (1st Prize)	InterCollegiate (Vartak College)	10
Annual Day	Institutional Level	60

Group Dance (2nd Prize)	Group Dance (2nd Prize)	8
Solo dance (1st Prize Aditya Raut)	Intercollegiate Competition (Patil College, Bhayander)	1
Group Dance	Intercollegiate Competition (St. John College of humanities Sciences)	10
Farewell programme	Institutional Level	250
URMI	Institutional Level	90
Induction Programme (F.Y students)	Institutional Level	600
Talent Hunt Week	Institutional Level	50
Youth Festival	Zonal Level	100
Folk Dance (3rd Prize)	University Level	12
Indoor Games	Institutional Level	150
Outdoor Games	Institutional Level	200
Sports Day	Institutional Level	80
Short put (2nd Prize)	InterCollegiate (Kala Krida)	1
Carrom (2nd Prize)	InterCollegiate (Kala Krida)	1
Relay (3rd prize)	InterCollegiate (Kala Krida)	3
VolleyBall (2nd Prize)	InterCollegiate (Kala Krida)	6
Chess (2nd Prize)	InterCollegiate (Kala Krida)	1
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student council of the college is an elected body and always joins hands with faculty members and college administration to ensure overall development of the college. Various activities are conducted by students#39 council like Teacher#39s day celebration, freshers party, farewell party, cultural programs and so on. Participation of students in students#39 council helps in development of their organisational skills. General secretary of students#39 council is the member of governing body (CDC) and IQAC of the

college. GS puts forward his/her suggestions and different issues related to the academic and administrative affairs of the college to the head of the institution and to the IQAC. Problems faced by students are communicated to the college authority as per the requirements through GS of the student's council. The student council is very important body of our college which sees to the fact that student concerns on voices are heard. The purpose of the student council is to give students an opportunity to develop leadership by organizing and carrying out college activities and service projects. In addition to planning events that contribute to spirit and community welfare, the student council is the voice of the student body.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

200

5.4.3 – Alumni contribution during the year (in Rupees) :

3000

5.4.4 – Meetings/activities organized by Alumni Association :

? 12/1/2019 - Alumni Get together cum Association formation - 48 students were present for the same ? 26/1/2019 Alumni felicitation cum Meeting (12 of them were present) ? 23/3/2019 1 st Batch GetTogether .16 of them were present ? 10/3/2019 Alumni Association meeting - to Organise Orchestra to raise fund for Alumni association ? 28/3/2019 Meeting with Management and Alumni Association regarding Fund Raising ? 20/7/2019 Alumni association distribution free Note books to poor amp Needy Students in Satpala Z.P school.1000 Approx. books were distributed.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The collective efforts of the Management, Principal, Staff and students leads to the quality enhancement in imparting education. In the light of the above perspective, the decentralisation of authority and responsibility at different levels of institutional structure paves the path for delegation of different roles and duties. Academic Practices : • The Principal is the apex body of the institution. The Principal provides leadership, direction and coordination within the college and in consultation with the Teachers Incharge, forms different committees. • Faculty members are given representation in various committees/cells like College Development Committee(CDC) , IQAC, Examination and other committees. After every 3 years, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. Administrative Practices : • The Management plays an active role in smooth functioning by setting the strategic direction for the institution. The President of the governing body regularly visits the institution to get the updates of daytoday functioning. The decisions are made by taking the opinion of all the stakeholders. He guides in carrying out the implementation of the strategic plan. The Vice President is a member of many statutory committees and administrator, and he supports in decision making. He also monitors the academic progress of the institution. The

infrastructural needs and requirements are keenly discussed and approved by the opinion of stakeholders and shareholders in the Board meetings. If required, the views and feedback of staff and students are also taken into consideration for developmental purpose. Individual budgets are prepared at departmental level and final budget is prepared based on those departmental inputs.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Industry Interaction / Collaboration	<ul style="list-style-type: none"> • Arranging industrial visits and field visits for students every year. • Students have been visited to SEBI and BSE. • Alumni placed in the reputed industries are invited for dialogue about industrial trend and need with the students. • Guest lectures are conducted for the students by the Industry experts. • Entrepreneurship orientation activities are organized for the students. • A business talk show has been conducted for the students to make them familiar with the recent trends in business
Library, ICT and Physical Infrastructure / Instrumentation	<ul style="list-style-type: none"> • Library, ICT and Physical Infrastructure / Instrumentation • Library has been renovated and shifted to the top floor which includes, silent zone for Research and Development for teachers and students. • All faculty members have been provided with unique user id and password of NLIST (Inflibnet) Digital library to access eresources from anywhere. • New six desktop were added in library for library users. • Internet service has been made available to the library users. • Latest books are purchased. • Library related information is provided to the students and the teachers. • Library Automation System is available (Biyani Technology Library management System) • Complaint cum suggestion box facility is available at Library. • Feedback was taken from students and staff and suggestions were put forward to improve library services. • Additional Internet Connection is acquired. • Two more classrooms are added. • New canteen and Gymkhana is under construction.
Research and Development	<ul style="list-style-type: none"> • Research and Development Cell of college helps to promote Research and Development in the institution. The

cell includes faculty, academicians and researchers. The cell delivers guidelines for quality improvement in R D. • The institute motivates the faculty and students to undertake research projects. • The IQAC has arranged for a guest lecture under the guidance of Dr. Kishori Bhagat on "How to write a research paper" on 9th March 2019 . • The IQAC had organized an International conference on "Vibrant India - Multidisciplinary Approach" from 22nd 23rd March 2019 in collaboration with Shri Jagdishprasad Tibrewala University, Rajasthan. • Twentyfour of the faculty members have published their research papers in research Journals. • Students also participated in the International conference organized in the college. • One of our faculty member was awarded her Ph.D. , one faculty member submitted her Ph.D. Thesis and six faculty members are pursuing Ph.D.

Examination and Evaluation

• Semester I to IV examinations are conducted at College level and Semester V VI examinations are conducted by the Mumbai University. • College conducts different forms of internal assessments of students according to the university guidelines. Class tests/surprise tests, tutorials, assignments, project work, group activities and presentations, student seminars, interactive sessions, practical examinations etc are conducted by departments to evaluate the students. • The faculty contributes in the examination work like question paper setting, invigilation of theory examination, evaluation of answer scripts, internal examiner and moderators for the University examinations assessment of theory examinations' answer books. Model question banks are prepared by the faculty and distributed to the students. • Timely assessment of tests and examination is done, and the result is displayed.

Human Resource Management

? Human Resource Management • High focus on research, overall employee wellness and healthy environment was built. Overall satisfaction among employees is indicative of fairly good practices • College organized one international conference, workshops and guest lectures to enrich students and

staff in the academic year 20182019. • Faculty members are encouraged to participate in seminar/ conferences and also to present and publish the paper. • Different subcommittees are formed to ensure academic and administrative experience of faculty members • Motivating and facilitating the faculty members to participate in Refresher Orientation courses. • Arranged a MSExcel training program for teaching and Nonteaching staff. • Faculty and students are felicitated for their academic achievements. • Workshop arranged on financial Literacy in order to create the awareness regarding financial products and investments. • Selffinance department had organized '7 Days NET/SET Crash Course' for inhouse NET/SET aspirants.

Admission of Students

• To create awareness about higher education amongst rural vicinity, the faculty members tried to strengthen the student base through pamphlet distribution, display of hoardings and visits to various junior colleges. • Emphasis is given on creating awareness amongst girls for higher education. • The admission procedure is planned and executed by the Admission Committee in keeping with the rules and regulations as stipulated by the UGC and Mumbai University as outlined in the prospectus of the college. • The admission process of 20192020 was partly online. • Admission of students commenced in June 2019 for 201920 after declaration of results of 102 examinations by different boards and admission was confirmed on the basis of merit list. • The students are being counselled for opting the professional courses.

Teaching and Learning

• The management of the College ensures a proper teaching learning environment. Effective teaching methods such as the use of ICT aids, small group discussions, guest lectures, field visits and Industrial visits are being implemented during the lectures to enhance teachinglearning process. • Mentoring, tutoring, counselling and remedial classes are provided to students from disadvantaged sections, those who are differentlyabled and those with special needs. • Wide access to internet facility is provided to

	<p>inculcate online learning practices among the students. Enhancement of learning skills of the Students through participation in different seminars. • Formative assessments are conducted to help students learn and provide feedback.</p>
Curriculum Development	<ul style="list-style-type: none"> • All undergraduate and post graduate course Curriculum designing and development is decided by the Mumbai University. • Principal and Faculty members interact with the university and provide their views related to curriculum development. • The College follows Choice Based Credit System (CBCS) for UG and PG Level wherein there is a flexibility to design various academic activities and Choice based extra credit skillenhanced courses.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Finance and Accounts	<ul style="list-style-type: none"> • Fully computerised office and accounts section. • Maintenance the college accounts through Tally. Fully equipped computerized methods are followed to keep tracks and records of all finances of the College. Management checks, verifies and guides the finance and accounts section time to time. • Reception of salary fund from Govt. through HTESEVARTH portal. • Salary of faculty members and staff is transferred directly to the bank account.
Planning and Development	<ul style="list-style-type: none"> • College has its own LAN connection to communicate it with internal stakeholders. Institute maintains its website www.sjcollege.in to communicate the updates to internal and external stakeholders. • College is under the process of complete office automation which include online admission, online payment of fees, result preparation, students' database, faculty and staff database, feedback system etc. • Library automation has been initiated by the use of Biyani Technology Library management System.
Administration	<ul style="list-style-type: none"> • The administrative activities involve maintenance of infrastructure, upkeep of the flora and fauna of the estate and administrative issues. • Internal admin team reviews and audit all the function every half year. The

team further suggest the changes and implement. • Notice display system for students and other stakeholder. • College is under process of complete office automation. • The College makes continuous efforts to go paperless in most of its administrative and official works. All online and computerized functioning is done to practice transparency while sharing information within the college and faculties.

Student Admission and Support

? Student Admission and Support • College provide support to students from entry to exit in various forms. • Government of India scholarship and Minority scholarship is provided and supported by the college. • The financial support in terms of fees is also extended by the managements and staff members to the needy students as and when required. • Distribution of notebooks to the needy students. • Career counselling and placement support is provided to the students. • Institutional as well as academic Information support is also landed by the faculty members through popular social networking sites such as Facebook and WhatsApp. • College also supports students by helping them to acquire part time jobs while learning.

Examination

• The College conducts Semester Wise examination. • The examination committee in College ensures transparency and quicker methods of conducting exams. • The marks of the internal exams and semester exams are sent to the University online. • Faculty members perform their examination duties as question paper setting, invigilation of theory examination, evaluation of answer scripts, internal examiner and moderators for the University examinations assessment of theory examinations' answer books. • Faculty members also take up the responsibility of online assessment of Semester Vth and VIth University examinations.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
------	-----------------	--	--	-------------------

2019	Mr. Jordin carvalho	International conference	Shri Jagdishprasad Tibrewala University, Rajasthan.	2500
2019	Mrs. Alina Dabre	International conference	Shri Jagdishprasad Tibrewala University, Rajasthan.	2500
2019	Mrs. Lovina D'cruz	International conference	Shri Jagdishprasad Tibrewala University, Rajasthan.	2500
2019	Mrs. Alisha Tuscano	International conference	Shri Jagdishprasad Tibrewala University, Rajasthan.	2500
2019	Mrs. Sonal Dabre	International conference	Shri Jagdishprasad Tibrewala University, Rajasthan.	2500
2019	Mrs. Sampada Almeida	International conference	Shri Jagdishprasad Tibrewala University, Rajasthan.	2500
2019	Mr. Wilfred D'monte	International conference	Shri Jagdishprasad Tibrewala University, Rajasthan.	2500
2019	Mrs. Dora Rodrigues	International conference	Shri Jagdishprasad Tibrewala University, Rajasthan.	2500
2019	Mrs. Sangeeta Pandit	International conference	Shri Jagdishprasad Tibrewala University, Rajasthan.	2500
2019	Mrs. Jeslina Correia	International conference	Shri Jagdishprasad Tibrewala University, Rajasthan.	2500
2019	Mr. Prasad Dabre	International conference	Shri Jagdishprasad Tibrewala	2500

			University, Rajasthan.	
2019	Mrs. Romia Correia	International conference	Shri Jagdishprasad Tibrewala University, Rajasthan.	2500
2019	Dr. Kavita Almeida	International conference	Shri Jagdishprasad Tibrewala University, Rajasthan.	2500
2019	Dr. Vandana Tuscano	International conference	Shri Jagdishprasad Tibrewala University, Rajasthan.	2500
2019	Dr. Clementine Rebello	International conference	Shri Jagdishprasad Tibrewala University, Rajasthan.	2500
2019	Dr. Joana Tuscano	International conference	Shri Jagdishprasad Tibrewala University, Rajasthan.	2500
2019	Dr. Subhash D'souza	International conference	Shri Jagdishprasad Tibrewala University, Rajasthan.	2500
2019	Dr. Vincent D'Mello	International conference	Shri Jagdishprasad Tibrewala University, Rajasthan.	2500
View File				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the	Number of teachers	From Date	To date	Duration
--------------	--------------------	-----------	---------	----------

professional development programme	who attended			
Swayam Arpit Online Refresher Course1	1	01/11/2018	28/02/2019	90
Orientation Programme	1	27/05/2019	17/06/2019	21
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
10	10	9	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> • Provident fund • Sponsoring Conference • Provision for issue of laptops • Yearly staff picnic • Staff enrichment and motivational programs • Felicitation of faculty members on their academic achievements. 	<ul style="list-style-type: none"> • Provident fund • Uniform Provided • Yearly staff picnic 	<ul style="list-style-type: none"> • Free/ Half Scholarship • Merit scholarship • Minority Scholarship • Book Bank Scheme • Group insurance • Earn and learn

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

<ul style="list-style-type: none"> • Internal audit has been initiated and steps to conduct a systematic audit by external agency are underway. • Institute maintains finance and accounts systematically. • The institute has a mechanism for internal and external audit. • Management takes periodic review of financial position of the institution. • Internal and external auditors are appointed by parent institute. Qualified Internal Auditors have been permanently appointed and a team of staff under them do a thorough check and verification in each financial year. • Internal audit is conducted after every six months. External audit is conducted after end of accounting period. The institutional accounts are audited regularly by both Internal and statutory audits. • Minor errors of omissions and commissions when pointed out by the audit team are immediately corrected / rectified and precautionary steps are taken to avoid recurrence of such errors in future. • Audit report and audited statements of accounts are discussed in College Development Committee and submitted with Governing Council.
--

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

3900000

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	Yes	M. R. Padhye Sons	Yes	CA Swapnila Dabre Co.

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

- Parent teacher meet was organised every year.
- The PTA members gave valuable feedback and suggestions pertaining to the effective functioning of the college.
- Parents are cordially invited to the college functions.

6.5.3 – Development programmes for support staff (at least three)

- Support staff was given training on use of College Management System i.e. to handle the online admission and registration of students.
- Support Staff is part of all activities academic and nonacademic. Regular Staff meetings to address their need and upgrade their skills are conducted.
- Support staff are provided with refreshment twice a day.
- Two of our supporting staff had attended State Level Nonteaching workshop
- Two of our supporting staff had attended Scholarship Workshop at Palghar

6.5.4 – Post Accreditation initiative(s) (mention at least three)

6.5.4 Post Accreditation initiative(s) (mention at least three) • College Management System is under process for complete office automation. • Renovation and upgradation of library. • Six new desktops have been added in library for academic and research activities for the use of students. • NSS unit of our college have taken initiative for uplifting three adopted villages by setting up libraries. • Selffinance department had organized Blood Donation Camp • Selffinance department had organized '7 Days NET/SET Crash Course' for inhouse and external NET/SET aspirants.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	7 Days workshop on NET/SET PAPER I II	26/10/2018	26/10/2018	02/11/2018	25
2019	Convocation DAY	02/02/2019	02/02/2019	02/02/2019	372

2019	Workshop on How to write a Research Paper?	09/03/2019	09/03/2019	09/03/2019	48
2019	International Conference	23/03/2019	23/03/2019	24/03/2019	37
2019	Workshop on New Guidelines for NAAC	13/06/2019	13/06/2019	13/06/2019	40
2019	Workshop on Skill Enhancement for NAAC documentation	07/10/2019	07/10/2019	07/10/2019	30
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Speech on Women Empowerment	25/10/2018	25/10/2018	37	18
ICC conducted seminar on various problems faced by females at the workplace and school/colleges	27/10/2018	27/10/2018	22	9
Aids Awareness rally	01/12/2018	01/12/2018	25	35
Aids Awareness rally	12/12/2018	12/12/2018	13	11
Survey on Women Status in Society	14/12/2018	14/12/2018	17	14
Yoga Training program	14/01/2019	14/01/2019	19	17
Seminar on Women health and hygiene	22/01/2019	22/01/2019	55	44
Class to Class Awareness	29/01/2019	29/01/2019	32	26

Save water' poster making competition	02/02/2019	02/02/2019	15	17
Women day celebration	08/03/2019	08/03/2019	82	27
Rights of women -Talk on Dowry	09/03/2019	09/03/2019	22	21
International YOGA DAY celebration	21/06/2019	21/06/2019	59	25
Food and accomodation to flood affected people	30/07/2019	30/07/2019	15	9
Essay writing competition	09/08/2019	09/08/2019	5	2
DRUG ABUSE Workshop	09/10/2019	09/10/2019	61	36
Anti-Plastic campaign	16/10/2019	16/10/2019	40	37
Help to Adivasi People (Books and snacks distribution)	29/11/2019	29/11/2019	13	17

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
? Solar power system: Use of solar lights in college campus. ? Save energy campaign: Use of CLF and LED bulbs to reduce electricity consumption, water harvesting. ? Environmental awareness by teachers: Lectures for students , Tree plantation campaign ? Awareness about environmental protection in local area (Teachers Students): Rallies were arranged for creating environmental protection awareness in local vicinity. ? Poster making competitionTo make students sensitize about environmental problems. ? Medicinal plant exhibition Students brought plants from their own house and exhibited ? Lectures It was arranged on effects of pollution by resource person Joseph Tuscano, Scientist. ? Tree Plantation: NSS camp organized tree plantation program. ? Street Play in nearby villages It was on the topic 'Harit Vasai Bachao'

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	0
Provision for lift	No	0
Ramp/Rails	Yes	2
Braille Software/facilities	No	0
Rest Rooms	Yes	2
Scribes for examination	Yes	2

Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	1	22/01/2019	1	Nutrition and health issues	awareness of Nutrition and health issues	65
2019	Nil	1	02/09/2019	1	Cleanliness drive	Social awareness for cleanliness in villages	57
2019	Nil	1	20/02/2019	1	Industrial Visit Navneet Publications	knowledge about industry	122
2019	Nil	1	22/01/2019	1	Health awareness by Female nurse for local women	health awareness	45
2019	Nil	1	10/09/2019	1	Internship programme by Loksatta	inculcating reading habits among people	10
2019	Nil	1	12/08/2019	1	Visit to aged home	create atmosphere of humanity	26
2018	Nil	1	05/12/2018	2	Help to Adivasi people	create atmosphere of humanity	22
2018	Nil	1	06/12/2018	3	Women e		14

			018		ntreprene urship - beauty parlour	inculcate entrepren eur skill among students	
2018	Nil	1	15/11/2 018	2	Counsel ling students	encourage students academic, social, emotional and personal developme nt	22

No file uploaded.

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Ashadeep	31/05/2019	The book is written by Dr. Subhash D'souza, Vice Principal of our college. It is motivational and inspirational. It gives hope to nervous and those people who are going through tough situation of their life .Such people were encouraged to attend Psychosomatic workshop initiated by Dr. Subhash D'souza

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Retreat for Teachers	05/10/2018	08/10/2018	34
Inter Religious dialogue	12/10/2018	12/10/2018	77
Constitutional oath	26/11/2018	26/11/2018	38
Swachha Bharat (cleanliness drive)	30/11/2018	30/11/2018	87
Cleanliness nearby villagers (posters, slogan making)	03/01/2019	03/01/2019	71
Speech by Military man	26/01/2019	26/01/2019	77
Independence Day celebration	15/08/2019	15/08/2019	85
PTA Meeting	24/08/2019	24/08/2019	75

Peace rally	02/09/2019	02/09/2019	110
Awareness about voter ID	04/09/2019	04/09/2019	95
Creating Awareness about use of cloths and paper bags	16/09/2019	16/09/2019	73
MAHAWALKOTHON 10,000 steps	18/06/2018	30/11/2019	89
Emotional intelligent session for students	25/09/2019	25/09/2019	77
Assembly team thoughts for a day, patriotic songs	18/06/2018	14/12/2019	11
Friendship day celebration	03/08/2019	03/08/2019	83
No file uploaded.			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

? Every year NSS department takes initiative of tree plantation in college campus and nearby area. ? A step has been taken to make No Plastic use in college campus. ? Active Initiatives for setting up of Honey bee breeding was taken in college campus as a extension programme. ? Green audit ? Water quality is been regularly tested and provisions are made to conserve the water. ? Best out of waste activity is conducted in order to make students recycle, reuse and reduce ? Installation of ample number of Power Saving LED lights in Campus ? Distribution of potted plants as felicitation of dignitaries. ? Using water for irrigation purposes during morning and evenings in summer months enabling roots to retain water/moisture for longer duration and reduce loss of water by evaporation

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

? Title of the Practice: Vocabulary Enhancement. 1. Objectives: a) To improve English vocabulary among students. b) To give them the knowledge meaning of new English words. 2. The Context: Vocabulary is very important because it improves all areas of communication, we cannot express our feelings without it. A robust English vocabulary improves overall communication – listening, speaking, reading, writing. A great number of words helps to express our ideas in a meaningful manner. 3. The Practice: Vocabulary makes it possible to build strong relationships through communication. Communication is enhanced by knowing more words. They dont have to be big words, but the meanings should convey what the person is trying to say. It is crucial that children have explicit and robust instruction in vocabulary, to support their verbal and written communication. The explicit teaching of vocabulary allows students to access academic language and discourse, and facilitates their comprehension of increasingly complex texts. 4. Evidence of Success: Everyday students learn 5 new words. Students note the words along with the meaning Marathi translation in their note books. 5. Problems: None. ? Observance of World Aids Day on 1.12.18 Title of the Practice: Celebration of World Aids Day. 1. Objectives: a) To create awareness among the students to prevent AIDS. b) To give them the best knowledge about the bad effects of HIV. c) To show their support for people living with HIV. d) To unite together to fight against HIV. 2. The

Context: A primary goal of World AIDS Day activities is the distribution of information. Each country creates and organizes its own agenda for World AIDS Day, and some countries launch weeklong campaigns. In addition, many countries and cities hold ceremonies that serve to commence World AIDS Day activities on international, national, and local levels. Typical World AIDS Day activities include concerts, rallies, memorials to those who have died from AIDS, discussions, and debates. A major international symbol of World AIDS Day is the red ribbon, worn as a demonstration of commitment to the fight against AIDS. 3.

The Practice: Every Year College celebrates World Aids Day on 1st December. Students participate in this celebration in large numbers. There is a rally of students where different HIV related posters are carried by students giving information about the awareness precautionary measures for HIV AIDS. 4.

Evidence of Success: Students learn about various consequences of HIV AIDS.

They also learn the various measures to prevent such disease. This has benefitted not only the students, but also the people from the nearby vicinity of the college. This event is celebrated at the community level. 5. Problems:

None. ?

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://sjcollege.in/wp-content/uploads/2022/04/Best-Practices-2018-19.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

? Each institution has its own distinctive vision, priority and thrust .Our Institution has priotized their vision on spread of higher education in the vicinity. NSS unit of college has taken initiative and opened three libraries in three tribal areas namely Paradhi pada , Gowari pada and Navapur. Orientation through regular awareness classes is done among the local folk. Aims and objectives: 1. To promote literacy. 2. To encourage lifelong learning. 3.To enrich personal and professional lives of people 4. To provide materials that will stimulate students acquisition of factual knowledge. The Department of NSS of St Joseph College of Arts and Commerce along with its regular extension work has taken a new initiative and has started three libraries at Paradhi pada , Gowari pada and Navapur. The stated villages are located near college and the people in these villages are poor and landless labourers. These libraries are started with the initiative of NSS program Officers and volunteers. The intention of the activity was to inculcate reading habits among the natives. In order to start these libraries many generous people donated books as well contributed monetary funds. All NSS students were very excited for this noble cause. Villagers were overjoyed at this project. Outcome: 1. Natives started taking interest in reading. 2. Reading habit of people has been developed. 3. The reading imbibed values in the mind of people.

Provide the weblink of the institution

<https://sjcollege.in/wp-content/uploads/2022/04/Institutional-Distinctiveness-2018-19.pdf>

8.Future Plans of Actions for Next Academic Year

? To increase the number of computers and printers in the college through which more facilities can be provided to students and staff staff can prepare research papers and students can prepare their projects with the help of computers . ? Updating MIS in the college which will help college to maintain all the information regarding institute . This will be helpful to management and principal of the college in framing policies. ? Focus on digitisation (online admissions and feedback system) which will result in paperless activities . ?

Developing research culture through organising national and international Conferences and workshops for students, teaching and non teaching staff. ? Focus more on placement of the students (By generating employment opportunities.) and arranging Campus Interviews which will be helpful to poor and needy students of the college . ? More participation of successful professional alumni with the students by various Interaction programs like their workshop , lectures and guidance on one to one basis.. ? Encourage students and staff to complete NET/SET/ Ph. D. and M.Phil. as it is need of the hour . ? Implementation of Rainwater harvesting system . College is facing water problem because water of the well is salty . Every year college has to spend lacs of rupees for this purpose. ? Environmentally friendly initiatives in campus. Plastic free campus and use of environment friendly products in the college. Awareness among the students to do the same at their own houses. ? Focus on Sports ,Cultural activities and Yoga . Most of the students are from coastal area and they are very much interested in sports and cultural activities they are well versed with sports and cultural activities .Apart from that college wants to focus on YOGA. Government is promoting fitness through YOGA and United states also has given recognition to YOGA at international platform. On this background college will have many activities related to YOGA. ? MOU - Students/ Staff exchange program with colleges in and outside University of Mumbai. So that their horizon of knowledge will be widened . ? Audio visual system and infrastructure up gradation. Specially there is demand from students from long time to construct new canteen and Gymkhana for them. ? Joining IQAC cluster for training so that IQAC team will be enlightened about up gradation . Emphasis on alumni activities as there are many exstudents working in higher post in different companies and some of our exstudents have started their own business . The guidance and experience of these students will be helpful to our students .