



YEARLY STATUS REPORT - 2020-2021

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. Subhash A. Dsouza
• Designation	Principal (in-charge)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02502589496
• Mobile no	7378587601
• Registered e-mail	principal@sjcollege.in
• Alternate e-mail	sjc.satpala@gmail.com
• Address	Satpala, Rajodi Road Tal.-Vasai, P.O.-Agashi Dist-Palghar
• City/Town	Virar
• State/UT	Maharashtra
• Pin Code	401301
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	University of Mumbai				
• Name of the IQAC Coordinator	Dr.Joana Tuscano				
• Phone No.	02502584499				
• Alternate phone No.	02502589496				
• Mobile	9225105883				
• IQAC e-mail address	iqac@sjcollege.in				
• Alternate Email address	joana10wills2gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://sjcollege.in/wp-content/uploads/2021/06/AQAR-2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://sjcollege.in/wp-content/uploads/2022/01/Academic-Calendar-2020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.70	2015	15/11/2015	14/11/2020
6.Date of Establishment of IQAC			15/12/2004		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	NIL	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			No File Uploaded		

9.No. of IQAC meetings held during the year	2	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
1) Three days FDP programme 5 Days Crash Course on Operations of Capital Markets		
2) Workshop on How to write Research Proposals .		
3) 3 Months Course on Financial Management for Managers		
4) 5 Day Crash Course - Operations of BSE		
5) Workshop on How to prepare for Banking Exams.		
12.Plan of action chalked out by the IQAC in 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	
Nil	Nil	
13.Whether the AQAR was placed before statutory body?	Yes	
<ul style="list-style-type: none"> Name of the statutory body 		
Name	Date of meeting(s)	
CDC	15/01/2022	
14.Whether institutional data submitted to AISHE		

Year	Date of Submission
2019-20	03/02/2020
Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	228
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1390
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1053
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	502
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	26

File Description	Documents
Data Template	View File
3.2	26
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	22
Total number of Classrooms and Seminar halls	
4.2	7,80,388
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	21
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<ul style="list-style-type: none"> • Due to COVID-19 pandemic situation the online teaching was adopted through 'Google Classroom' a Learning management system which facilitated preparation of teaching plans, maintaining attendance, conducting tests, giving assignments, evaluating and computing marks for the same • At the beginning of the semester Objective Driven Teaching Plan is prepared and Every teacher follows individual timetable. • Programme outcomes and course outcomes are framed in advance before the start of an academic year. • The curriculum at the undergraduate and postgraduate level has been standardized to be consistent with the norms of the university protocol and prescribed format. • The college declares the dates of the university and college 	

examinations well in advance so that the students get ample time to prepare for examinations and the teachers complete the curriculum in time.

- The list of holidays as per university and state circulars is put on the notice board.
- Different innovative teaching methodologies, creative pedagogies, new initiatives and activities to be organized and implemented to complete the curriculum effectively.
- Guest Lectures are conducted throughout the year to create an interface between Industry, teaching and the students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://sjcollege.in/wp-content/uploads/2022/01/Academic-Calendar-2020-21.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

- This year as we were facing with pandemic, in addition to online internal exam, the students were evaluated through Online Class tests, Presentations. Regular class tests, online assignments and project work were assigned as a part of assessment.
- Every department submits an activity calendar for the month which they try and adhere to. The activities enhance and supplement the syllabus plan.
- Teachers prepare their "teaching plans" at the commencement of the term/semester, according to the number of lectures allotted in the university syllabus for each topic, for effective completion of the syllabus.
- Class tests are held after completion of modules of the syllabus.
- Students prepare project, do presentations and field visit as a part of their internal evaluation for Foundation course subject.
- Results of TY are analyzed at the end of the semester to gauge the learning outcomes of the students.
- Departments conducted online mock Viva/ Practical exams to

prepare students for practical and Viva examinations.

- Online Prelim Exam, Mock Practical/ Exams were scheduled to prepare students for final examinations

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://sjcollege.in/wp-content/uploads/2022/01/Academic-Calendar-2020-21.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

09

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

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

01

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

47

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Institution integrates issues relevant to Gender Sensitization, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum College integrates human values, professional ethics, environment consciousness and gender sensitivity through various activities and webinars

- "Mental health is Wealth" by Women Development Cell was organized for all female staff by -Resource person Mrs. Sujata Tuscano from Arogya sevika of Vasai Virar Municipal Corporation.
- "Carrying to caring" by Women Development Cell was organized by Women Development Cell and Foundation course department for community by -Dr Jenevia Tuscano Child Pediatrician.
- The awareness is created among students about equality, social justice, human rights, environmental awareness and professional ethics through Presentations & webinars
- Webinar was conducted for students on constitutional Rights of Indian citizens, Ethics in business, Mahatma Gandhi's Life and achievements, Bassein under British rule, Importance of History, Rajiv Gandhi: policies and Achievement

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

04

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

04

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may

A. Feedback collected, analyzed

be classified as follows	and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1390

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

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

294

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 the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Slow learners may show some or all of these characteristics:

- They find difficulty in solving complex problems
- They work very slowly and easily lose track of time

- They find it hard to convey what they've learnt
- They find it challenging to learn and master academic skills such as the times' tables or spelling rules
- They're not good at fulfilling long-term goals, which may be due to a short attention span and poor concentration skills
- They may not be as good at interacting with others in teamwork projects

The teachers identify Advanced learners and slow learners based on the performance in University Examination of previous semester and the internal assessment in the beginning of the year.

A slow learner needs more time and often more resources from their teachers to grasp new academic concepts. But otherwise, their development in other areas like their physical and social skills as well as their emotional intelligence are the same as other children. With the right tools and learning strategies, your child will be able to catch up with their peers and excel in their studies.

The departments conducted Online Sessions for Advanced learners to enhance their academic performance. Advanced learners are provided several opportunities and encouraged to participate in various activities like, Inter-collegiate competitions, webinars, etc. to sharpen their knowledge and skills.

The Departments also provide them Reference books from the library. Special care is taken of the academically weak students. The Departments conducted Online Coaching for Slow learners with an aim to improve their academic performance.

The Department organized revision lectures for such slow learners. According to the strengths of students, assignments and projects are given which are checked by the teacher and the student is encouraged to overcome the weaknesses. The goals are set for each student.

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

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

Number of Students	Number of Teachers
1390	26

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The institute organizes field visits, SEBI visit, presentations, debate method etc in order to have student centric education. The college encourages a teaching methodology which focuses on imparting education through a student centric approach.

Virtual field visit: In this pandemic situation faculty had arranged online field visits to enable students with experiences outside their everyday activities

Debates are conducted as it deeply engages the students in relevant learning, and to encourage students to be deep thinkers.

Brain storming sessions are encouraged in order to produce a vast array of ideas and draw links between problems and potential solutions. The students prepare presentations on select topics and present in the class. Quizzes, group discussions are organized and the students are encouraged to participate at College level as well as inter college level.

Home assignments are given in order to help students to get another opportunity to review

class material as it teaches students to work independently. Webinars are organized by all departments to help students broaden their skills, as well as their understanding of their field of interest. This also allows students to attain new knowledge and skills that can supplement or complement their main field of study. To prepare students for practical and Viva examinations, department conducts Online Mock Viva/ Practical exams. To familiarize the learners with the fundamental aspect of Financial

Accounting and Financial Management Courses like Financial Management for managers conducted are conducted for PG students. Visual methodology, Google Classroom, Google Meet and Youtube videos

are some of the means used by faculties in the online lectures. PPT's are prepared by all the faculties to aid in online teaching.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

All departments follow ICT enabled teaching during this pandemic year as all the staff members doing work from home teaching and learning is done online. G Suite was purchased by the institute to enable faculty to conduct online lectures, The presence of Information and Communication Technology (ICT) allows new ways of learning for students and teachers and helps to interact with students Efforts are taken by the institute to provide e-learning atmosphere in the classroom: In addition to current method of teaching, the faculty members use the IT enabled learning tools such as PPT, Video clippings, Audio system, online sources, to enable the students for theoretical and practical learning. some Classrooms are fully equipped with LCD/Computers Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of presentations, seminars, debates, group discussions, assignments, quiz, tests, viva ,practices , Class Test etc. Google classroom is used to manage and post course related information- learning material, quizzes, submissions and evaluations, assignments, etc. The PPTs are enabled with animations and simulations to improve the effectiveness of the teaching-learning process. The study material of online lectures shared by teachers on Google classroom is accessible to students anytime and anywhere.

by understanding the benefits of incorporating ICT tools in the teaching process, the faculty members have been using the ICT tools such as Digital Pen & Pad, you tube video,Blogs, Demonstrative Videos ,besides using the ICT tools like Internet, Projector, AVs, etc. The Institute's faculty members have been using the modernized ICT tool while teaching to engage students in the learning process. Since students are more sophisticated in their use of technology than teachers but teachers remain central to the learning process, college has organised different kinds of webinars for over all development of the students during the period of pandemic along with

teaching many workshop are conducted . For TY projects' titles or topics was based on their interested area. students will be selecting projects. At every phase, at least two meetings need to be conducted and the students will meet their project guide to discuss the undertaken projects. Finally, the evaluation will also be done online by the teachers based on their students' quality of work in the projects.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

26

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

26

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

01

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	No File Uploaded

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

26

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college is permanently affiliated to the University of Mumbai as minority institution. It strictly adheres to the guidelines and directions issued by Mumbai University from time to time for the evaluation of student's academic performance for the respective academic year. Accordingly, the semester wise examinations scheduled is prepared. The undergraduate level First to Third Year BBI, BMS,BAF

follows the Choice Based Credit System (CBCS) of 75: 25 pattern whereas in traditional BA,BCOM Choice Based Credit System (CBCS) of

100 marks pattern is followed. The examinations are conducted twice in a year on semester basis. The 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.

At post graduate levels across all faculties viz. MA/MCOM CBCS 60: 40 pattern is followed. The departments follow the University guidelines for a robust and fair Internal evaluation. In addition to the mandatory Internal evaluation, class tests, presentations, group discussions are held continuously to evaluate the performance of the students.

As this year (2020-21) was the pandemic year, the teaching & evaluation was done through online platform. The FY/SY examinations were conducted through google classroom whereas TY & postgraduation examinations were conducted through outside professional agencies. All the examinations were conducted in MCQ pattern directed by University. In addition to online internal exams, the students are evaluated through Online Class Tests/Quizzes/Assignments/Presentations. The class tests, online assignments and project work is also assigned as a part of CIE. The Internal evaluation is done at regular intervals to address any learning issue at the earliest. The internal evaluation is transparent and the student gets an opportunity to improve upon any performance after review.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Mechanism of Internal Assessment: Teacher level

There is complete transparency & clarity in the internal examination and assessment conducted online in this academic year. This year as the pandemic, disallowed the conduct of offline assessments, online internal assessment was conducted. The marks obtained by the students in internal assessment tests are also displayed to the

students online. The students are allowed to reappear of internal examination. In case of any grievance or missing of a test due to a genuine reason.

Redressal of grievances at Departmental level :

Departmental Level: The continuous evaluation of students is carried out by faculty regarding theory lectures, projects, assignments, class tests etc.. The marks are allotted based on their performance & are displayed on notice board. The student approaches the concerned teacher regarding any grievance like poor marks or absenteeism for a test, assignments, projects . The teacher handles the issue at their level and if the issue is not resolved at the level of the teacher, the student approaches the Mentor/Head of the Department and gets the grievance resolved.

CEO level:

In the event of the grievance not getting resolved at the Departmental level, the student can approach the Exam Incharge. All Internal Examinations related grievances are resolved in time bound and fair manner.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

Programme: M. A. Marathi

Programme outcomes: By the end of the programme, the student will gain knowledge about the following -

1. Theories and approaches to language studies and literature studies
2. Marathi literature: study of development and genesis of literature
3. Study of various branches and types of ancient, medieval and early literature.
4. Prose literature: Ancient, medieval and modern

5. Genres in Marathi literature, Study of various trends in and influences on literary study.
6. Literary history, Linguistics and applied linguistics of Marathi
7. The impact of Western literature on Marathi literature and the study of western literary theories 8) New developments in literary studies, Literature for the media, Study of writing for films

M.A. in Economics

Programme Outcome: At the end of the programme, the students will have adequate competency in the frontier areas of economic theory and methods. The students will acquire additional specialisation through optional courses. They will be able to use common software for analysis of economic data. Besides, students will be able to execute in-depth analysis of economic issues based on their understanding of economic theory, which will not only widen their opportunities for employment, but also help them to pursue their doctoral studies. Keeping the programme objectives in view, the specific learning outcomes of Masters in Economics are:

1. Understanding the basic assumptions in various economic theories and enhance capabilities of developing ideas based on them
2. Prepare and motivate students for research studies in Economics especially by developing questionnaire, collecting primary data through field surveys
3. Provide knowledge of a wide range of econometric techniques using excel or other statistical software
4. Motivate students to extract or utilize different websites for secondary data collection, generating concepts for various facets of economic studies and gather latest informations provided by various Universities, UGC, or ICSSR
5. Motivate students in preparing for various competitive examinations, NET, SET, Indian Economic Service etc., by developing or gaining value addition day by day by giving assignments, by following a routine or developing discipline / concentration etc.

M.COM Program Outcome

1. To provide a systematic and rigorous learning and exposure to Banking and Finance related disciplines.

2. To train the student to develop conceptual, applied and research skills as well as competencies required for effective problem solving and right decision making in routine and special activities relevant to financial management and Banking Transactions of a business.
3. To acquaint a student with conventional as well as contemporary areas in the discipline of Commerce.
4. To enable a student well versed in national as well as international trends.
5. To facilitate the students for conducting business, accounting and auditing practices, role of regulatory bodies in corporate and financial sectors nature of various financial instruments.
6. To provide in-depth understanding of all core areas specifically Advanced Accounting, International Accounting, Management, Security Market Operations and Business Environment, Research Methodology and Tax planning.

B.Com Course Outcome

1: The program will enable students to develop business acumen, managerial skills and abilities, and be capable of maintaining business accounts.

2: students will be able to communicate effectively both in terms of business as well as social interaction.

3: the program will encourage entrepreneurship spirit among students and encourage them to participate effectively in social, commercial and civic issues ultimately leading to national development.

4: the program will develop the ability to think critically and independently translating into a well developed personal value system.

Program Outcomes B. A.

1. The students acquire knowledge in the field of social sciences, literature and humanities which make them sensitive and sensible enough.

2. The B.A. graduates will be acquainted with the social, economical, historical, geographical, political, ideological and philosophical tradition and thinking.

3. The program also empowers the graduates to appear for various competitive examinations or choose the post graduate programme of their choice.

4. The B. A. program enables the students to acquire the knowledge with human values framing the base to deal with various problems in life with courage and humanity.

5. The students will be ignited enough to think and act over for the solution of various issues prevailed in the human life to make this world better than ever.

6. Programme provides the base to be the responsible citizen

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Analysis of Academic Performance of Students: The departments ascertain attainment of the course outcomes through a detailed result analysis of the Internal and external marks obtained by the students. The analysis enables the teachers to understand if the course objectives are attained. The college evaluates the level of attainment of POS, PSOs and COs through analysis of marks scored in theory, practical, projects, viva voce and assignments.

Merit list of University: The placement of students in the University merit list is a strong indicator of attainment of Program outcomes.

Extra and Co-curricular Activities: Participation and Performance in the extracurricular and Co-curricular activities is also a marker of the attainment of Program Outcomes.

Feedback: Feedback on teachers, curriculum by various stakeholders is regularly taken in online and offline modes to enable the college to understand if the objectives and outcomes are attained.

Placement: Placement of the graduates and post graduates through campus placements and well as off campus placements also indicates the attainment of program specific objectives.

Academic Progression: The students' progression from UG to PG and PG to Research or Professional courses is also considered while evaluating the program specific outcomes.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

488

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	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://sjcollege.in/wp-content/uploads/2022/01/2.7.1-Students-Satisfaction-Survey.docx>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

02

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The college organises various activities with regards to the ecosystem. Activities such as Seminars on Entrepreneurship, Business Ideation Presentations and Igniting Young Minds for Start-up Ideas are organized. The college encourages and facilitates the start-up initiatives by the students. The college has taken initiatives to create conducive environment for research and innovation. The institution has also organized an Online cum practical guest lecture on Importance of Micro-entrepreneur with regards to SHG with an objective to induce the importance of micro entrepreneur. One more webinar on Organic farming was organised to motivate the students to acquire the knowledge of organic farming from the entrepreneurship point of view. The institution also organised a Virtual Practical on Agro Tourism with the motive of inspiring students for entrepreneurial opportunities in rural areas. Faculty members have registered for Ph.D. programs. Recognized research guides are guiding Ph.D. Scholars. Staff members at PG departments guide students for research projects undertaken in lieu of practical course as per the Mumbai University Guidelines. Students participate in conferences and symposia to present posters and papers.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

01

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards	
3.3.1 - Number of Ph.Ds registered per eligible teacher during the year	
3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year	
01	
File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded
3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year	
3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year	
10	
File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File
3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year	
04	
File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college undertakes various activities to sensitize students to social issues and work on their holistic development. Awareness regarding Aids, Voting Rights, Anti Ragging Regulations, Human Rights and Gender Sensitization is generated through various activities. NSS Unit organizes tree plantation, Essay Writing and Poster Making competitions on a regular basis on various occasions like, International Environment Day, International Yoga Day and World's AIDS Day. NSS Unit is instrumental in developing capacity to meet emergencies and combat natural disasters during floods. College, along with the NSS unit, distributed food & grocery packages to the people of the affected areas. On the occasion of World Environment Day, a tree plantation program was undertaken by the NSS unit. The Women Development Cell of the college had organized a webinar on "Carrying to Caring" for the women in the neighbouring community on the occasion of International Women's Day. The college also organized Shetkari Melava for the farmers of the neighbouring community to enlighten them about new agricultural techniques.

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

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

05

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

475

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

03

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

03

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has sufficient physical facilities as well as infrastructure set up which has been used to a maximum extent as far as teaching - learning is concerned. In the beginning of each academic year the planning is made towards the assessment for replacement / up-gradation / addition of the existing infrastructure. This has been carried out based on the suggestions from higher authorities, Institutional Head, Heads of the departments, teaching- nonteaching staff members and students. The requirements regarding classrooms, computer lab., infrastructure development and other equipment are planned by the respective department and purchase committee of the institute. Optimal utilisation of available infrastructure and physical facilities is done through conducting various workshops/awareness

programs/training programs for faculty on the use of new technology as well as the ideal utilization is ensured through encouraging innovative teaching - learning practices. The institute provides a sizable collection of books in its library along with a research & development room for the staff members. For the protection, safety and security as well as for disciplinary purposes, the institution's premises have been kept under CCTV surveillance. Fire extinguishers have been installed in college premises. The sound system is also in place which is utilized for various college-related events. At present there are 6 LCD projectors available in 5 classrooms & one in the computer lab. The available physical infrastructure is optimally utilized beyond regular college hours, to conduct certificate courses, co-curricular activities/extra - curricular activities, parent teacher meetings, campus recruitment training classes, meetings, seminars, conferences etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Ramp printer CCTV Footage TV in Veranda CCTV Footage TV in Principal's Cabin

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

Over two decades , the institute is firmly committed to the overall personality development of the learners and it emphasizes these phenomena. To achieve this goal, the institute strives to create adequate and sufficient infrastructure facilities with regards to culture , sports, games (indoor, outdoor) etc. The attention is being given to create a conducive atmosphere with regard to co-curricular activities which mainly comprises cultural, sports etc.The college has a playground for various outdoor games viz. kabaddi, kho-kho, cricket, volleyball, etc. The sports committee is formed for a term of three years and the sports in-charge and sports committee members are given freedom to fix the time slot for the practice of the respective sports. Further, in order to promote the sports and cultural activities in college and to have better coordination with sports and cultural committees, students representatives are also appointed The college sports ground is utilized for day-to-day practice sessions as well as during the various sports festivals organized by the college. The College has well equipped facilities for indoor games like chess, carom, table tennis, snooker etc. It has appointed a full time attendant to look

after and supervise the indoor games. The college sports committee keeps coordination with indoor game attendants. For promoting and inculcating the culture of cultural activities among the students, the college has erected an intensive auditorium for cultural and other co-curricular activities which has been used for practice of various inter and intra college level competitions.

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

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

05

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

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

0

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

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

The college library was established at the time of inception of the college in 1995 .Present (New) library is situated on the 2 nd floor in the college. The total area of the new library is 2440 sq.ft. Separate reading room was built keeping in mind the proper ventilation and natural sunlight. The beautiful view of surrounding natural beauties which encourage readers to spend maximum time in the library for reading. The library has a separate research cell for staff and research scholars.

Separate stack room of books stock and separate issue-return (lending counter) e-library desk are main features of the new library. The library accommodates more than 120 readers at a time. It has good numbers of Encyclopedias, dictionaries, Reference, Religious, story books, text books in its collections Library regularly subscribes Journals, magazines and periodicals and Newspapers for its users. Library is beneficial for the staff members of college, Junior college students, senior college students and post graduate (M.Com /M.A) students also. The library maintains separate registers for students and staff members to make entries about the attendance.

The library has developed the database of its own collection through the library software. The library is partially automated with Ezeecom Ver:1.0 library software with barcode-based issue-and return process. The various housekeeping activities of the library such as data entry, issue and return and renewal of books, members details etc are done through the software

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1,09,210

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	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 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

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

23

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

With the increasing usage of internet in educational campuses due to evolving standards of education and flexibility offered by the Internet - universities, colleges, educational institutes etc. are keenly stepping forward to set up secure and stable wired or Wi-Fi network campuses for their students. The unexpected COVID-19

pandemic situation has compelled the learners and educators across the globe to switch over from offline teaching platforms to online. Due to this the use of IT and its enabled services have increased significantly. In light of these changes, the institution has increased WI-FI facilities in the college office, staff room and in the computer lab. which are accessible to all staff members. There are 21 machines in the computer lab. And 9 machines in the college office along with 5 printers. In addition, the college library consists of 5 machines with internet facilities which are accessible to all students. Students use this computer for preparing their project, practical and collecting additional information about various topics. College library has 2 machines for library staff for recording their day-to-day transaction of books. Office staff use their computers for various online work related to university such as enrollment, admission, examination, and joint director office related work like salary bill. Office has one tally server, two client machines for accounting work. College has license copies of MS-Windows, MS-Office, antivirus, and Tally. Examination. Department has one computer along with an internet facility and two printers for downloading and printing university question papers during the exam period. The IQAC department has one computer and printer with internet facilities. During COVID-19 Pandemic situation, the college organized webinars on various topics for students and teachers through the Zoom App. The admission process was available through online banking. Teaching & evaluation was also facilitated through G Suite (Google Classroom, Google Meet and Google forms) during this period. The examination work was outsourced by Dextro App for third year and PG university level examinations. Results were declared through an internet facility. During the academic year 2020-21, students were allowed to use college computers to fill their admission forms.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://docs.google.com/spreadsheets/d/1i1Xh vGm0g6zl9q2ZEFLe40rZ5KI_l8N2jBotZH02_wc/edit?usp=sharing

4.3.2 - Number of Computers

42

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

7,80,388

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

In line with college vision of holistic education, equipment to facilitate

all kinds of services are provided every year. To guarantee that students and members of the faculty have access to the best resources for maximum productivity in the teaching -learning process, the college ensures that adequate resources are provided

for reading and research in the college library. The existing collection of books and other resources, including digital resources, are updated and enhanced every year. Heads of departments and members of the faculty can make requests for specific resources for their respective subjects. In addition, the Library Committee oversees the maintenance and enhancement of library resources. ICT facilities such as wi-fi access, projectors for screening, documentaries, videos and PowerPoint Presentation are maintained through the services of two personnel dedicated to this purpose. The internet bandwidth is upgraded to 10 mbps.

General infrastructure in the college, and repairs and maintenance of current equipment and facilities is taken care of by way of Annual Maintenance Contracts which covers maintenance of the water tank, air conditioners in the office, library and computer lab and pest control. Students bring their concerns to the attention of their respective mentors and the Principal through the Students' Council which has a meeting with the Principal at regular intervals. The requirements of the faculty and the student community are discussed at meetings of bodies such as the IQAC (Internal Quality Assurance Cell) and the CDC (College Development Committee). Purchase of equipment required for the year is decided upon by the Purchase Committee which consists of faculty members, the Registrar of the College, the Principal and a Management Representative. The Committee meets on a regular basis to consider budgeted expenses for the year.

1. Library Advisory Committee: The library has an advisory committee with a librarian as secretary and faculty members nominated as members of the committee by the Principal. This committee meets to discuss the functions, requirements, utilizations of resources, distributions of funds and other matters pertaining to the library.

2. Computer Lab: Students are accessing the computer lab for their project work. An Internet facility is available for students in the computer lab. Computers and internet facilities are available for students in the library too.

3. 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. Girl's common room and Boy's common room are offered. Suggestion box is installed near the Principal's cabin. Counselling room is available near the staffroom

for needy students.

4. **Hospitality:** Canteen facility is available for students and staff with a variety of healthy and hygienic food.

5. **Sanitation:** Washroom facility for students on each floor, girls and boys separately. Even have different toilets for staff members and management. Vending machines (Sanitary Napkins) are available in the girl's common room.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

91

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

06

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

File Description	Documents
Link to Institutional website	https://sjcollege.in/news/
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

2164

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

2164

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 has a transparent mechanism for timely redressal of student

C. Any 2 of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

07

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

26

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

01

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students' Council is a student-run association. College has an active Student Council. Till last year the selection process was to collect the forms from eligible students. An eligibility criterion is that the student should have cleared all the subjects of previous year exams and must have a good academic as well as overall good record. In every library advisory committee meeting as well as in CDC and IQAC committee meetings two student council members' presence is a must. It is a department conducted by students and supervised by faculty members. They always join hands with faculty members and college administration to ensure overall development of the college. Various activities are conducted by the Students' Council like teacher's Day celebration, fresher's party, farewell party, cultural programs and so on. 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 plan events that contribute to college and community welfare. The student council is the voice of the student body. It helps to share student's ideas, views, opinions, interests and concerns about 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 coordinator. Problems faced by students are sometimes communicated to the college authority through GS of the student council. The student council is an important body of our college which considers students' concerns and voices. The function of the student council is based upon election & selection procedures. Any interested student with eligibility criteria is welcomed in the student council.

File Description	Documents
Paste link for additional information	https://sjcollege.in/wp-content/uploads/2021/12/Students-council.pdf
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

01

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni association meetings take place yearly and future plans are discussed in the meetings. Alumni contribution happens in various non-financial forms such as alumni interaction week Alumni on our campus for the benefit of the juniors, namely for conducting viva, conducting mock personal interviews, discussing business and entrepreneurship and placement opportunities. During the interaction alumni have highlighted the importance of current trends in the market and guided the students about the career opportunities in different fields. They have also shared their personal experiences with students. Alumni visit campus at regular intervals to support the existing batch of students in planning and organizing events, extend support and guidance for various activities.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

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 and in tune with the vision and mission of the institution

To provide for the necessities and requirements as per our vision statement which is 'to be universally respected institution for social and economic upliftment of students in the vicinity area by providing value-based and qualitative education'.

To live as pledged by the vision and to enable students struggling with complexities arised due to the sudden hit of pandemic in 2020. Consistent efforts were made to keep their education on track, to support this objective the teachers took initiative of providing students with mobile phones and paying their fees so that they could continue their online education smoothly. Also the staff went to a next level of collecting donations from within their contacts to pay the fees of students who were going through financial crisis, especially during pandemic some teachers even contributed in fulfilling this vision by paying the fees of marginalized students.

To further accelerate this process the institution also provided the student with instalment facility where a minimum of Rs. 500 was required to be paid by the student to get admitted. In this manner the institution has taken extraordinary efforts to accomplish their vision and helped the students in getting educated even in challenging circumstances.

Along with this various competitions, quizzes, webinars, online workshops, virtual educational tours etc. were organized to enhance

the quality of student education.

The institution as pledged is living up to the vision and taking it to a next level by implementing various unconventional and advanced learning such as providing opportunities to the students to sharpen their management and entrepreneurial skills, participating in various inter-collegiate competitions, arranging business quizzes, management games, various seminars, workshops and arrangement of peer teaching and industrial visits. Along with this institution has focused coastal areas where maximum girls having poor financial background are given opportunities to complete their higher education. Committed to its Vision and diligent efforts, the institution had produced many laureates at the University level.

Followed by, a constant flow of motivation and encouragement to infuse the students to face the real time business scenario. Adhering to these collective efforts of the Management, Principal, Staff and students leads to the quality enhancement in imparting education.

File Description	Documents
Paste link for additional information	https://sjcollege.in/about-us/
Upload any additional information	No File Uploaded

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

Understanding the significance of decentralization and participative management institution has inculcated these practices at the core. The institution follows professional management approach it aims at implementing the concept of innovativeness in managing academic and administrative matters.

Therefore, the institution promotes a culture of decentralization and participative management. It reflects the policy in decision making, planning, administration and office management.

The institution frequently makes changes in all the committees on rotation basis in order to equip all the staff with varied skills and responsibilities.

Due to this the quality of the institution enhances at various levels as all the stakeholders are involved in the decentralization

and participative management working unitedly for efficient and smooth functioning of the institution.

Decentralization has the potential to improve education quality and learning outcomes. It helps in monitoring of institutional performance, teacher's professional development, developing relationship between parents, teachers and management. Our Institution practices decentralization and participative management.

Our parent body has qualified and competent office bearers to provide effective leadership and management at various levels. The vigorous involvement of office bearers helps in policy formulating and its effective implementation.

Principal are positively empowered to plan academic activities for smooth functioning of college.

IQAC has the liberty to formulate good policies and its implementation discussed and planned during planning board meetings.

HODs and Coordinators of Departments regularly plan, implement, finalize and shape activities in view of the available resources by conducting departmental meetings.

College Development Committee is involved in reviewing college functioning, making and approving budgetary provisions, framing and improvising of various strategies and decisions for expansion and diversification purpose of the institution.

File Description	Documents
Paste link for additional information	https://sjcollege.in/wp-content/uploads/2022/01/Organogram.png
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Admission of Students:

Admission of students is conducted as per the norms of the university. The centralized allotment procedure followed in the university ensures timely completion of admission procedure.

Industry Interaction / Collaboration:

College maintains an effective collaboration with various industries and organizations. This year the college signed 2 new MOUs with placement cells for college placements of students.

Human Resource Management:

The transparent procedure adopted in the human resource recruitment for the college is a commendable one. The faculty and non-teaching personnel are recruited through invited applications and through interviews. Various welfare schemes are also implemented for the betterment of the staff.

Library, ICT and Physical Infrastructure / Instrumentation

College library comprises a collection of more than 20590 books. Our institution has 42 Computers, 1 Laptops, 08 Printers, 07 Projectors, 04 Scanners. Free internet and computer access is available to the staff and students at the Internet cafe. Besides the Departments and Internet Cafe, there are other spaces for browsing such as libraries, offices etc. There are speed internet connections, (10Mbps). The College has licensed software including Microsoft Server 2016 - 1nos, Microsoft Office -100 nos, Microsoft Windows 7 or above - 161 nos, Antivirus for all systems, QUICKHEAL.

For the protection, safety and security as well as for disciplinary purposes, the institution's premises have been kept under CCTV surveillance. Fire extinguishers have been installed in college premises. The sound system is also in place which is utilized for various college-related events. At present there are 6 LCD projectors available in 5 classrooms & one in the computer lab. The available physical infrastructure is optimally utilized beyond regular college hours, to conduct certificate courses, co-curricular activities/extra - curricular activities, parent teacher meetings, campus recruitment training classes, meetings, seminars, conferences etc.

Research and Development

Teachers are supported with FIP programmes and funds are provided by the institution for research seminar participations and presentations. Interdisciplinary paper presentation sessions by teachers inculcated new research ideas among teachers.

Examination and Evaluation

Examinations are conducted as per university rules and regulations. Continuous evaluation techniques based on assignments, seminars, quiz, internal test etc. implemented effectively. Online platforms are for used internal tests and semester end examinations.

Teaching and Learning

Teachers and students are introduced to the new possibilities in online education system. A webinar on online teaching tools was conducted to give insight about the possibilities in online education.

Curriculum Development

Faculties participate actively in giving suggestions to the various academic bodies of the university. Various welfare, personality development, career enhancement programmes are organized for the students.

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

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

Governing body being at the pinnacle of the institution consisting of the President, Vice-President, Secretary, Treasurer and other members of the Governing Body. It gives direction to the college management, formulates academic aims and objectives of the institution and guides towards the achievement of the same. The various authorities and governing body are interested with the responsibility of scrutinizing and approving the proposals with or without board of studies academic regulations curriculars, syllabi methos procedures etc. and its implementation.

Principal is considered as the academic head of the institution and therefore, provides a strategic direction for the institutional development and to standardize all activities, assesses teaching and non-teaching staff's performance and monitors student's progress. The principal revises the policies and procedures, administers the

budgets, regular assessment of the staff takes place and monitors the facilities through constant follow ups and meetings with the staff of the institutions.

The IQAC coordinator disseminates information on various quality parameters of higher education. The IQAC coordinator facilitates the documentations of various programs and activities accomplished leading to quality improvement of the institution. The coordinator executes timely and efficient decisions of IQAC cell.

The Department heads of BAF, BMS, BBI and the PG Coordinator ensures the academic calendar provided by the University is implemented properly and efficiently. They responsibly administer their respective departments, run the academics as per the strategies formulated, conduct curricular and extra-curricular activities for the respective students and conducting online and offline lectures, webinars, workshops, virtual visits is done from time to time.

The Office Superintendent is the head of non-teaching staff and regularly ensures the administration of various sections as per the college plans and instructions of the Principal.

College Librarian creates awareness among the students about available various e-resources. He also promotes reading habits among the students by organizing various library event.

The appointments are fulfilled through the governing body of UGC and for its successful fulfillment an interview panel is appointed of faculties from various fields having great knowledge and expertise is appointed. The staff members regularly report to their HODs/ Coordinators. They plan, schedule, and organize lectures and practical's for the students of their respective subjects. They complete the syllabi of the subjects assigned to them. They prepare teaching plans and course materials to be utilized. The aided staff is granted promotions through the authentic procedure of CAS. They encourage and motivates students to participate in co-curricular and extra-curricular activities. They plan, deliver, and evaluate theoretical and practical instruction given to the students.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://sjcollege.in/wp-content/uploads/2022/01/Organogram.png
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

One of the most effective ways of improving the workplace environment continues to be by modifying the worker environment interface. This is best achieved by the management by procuring necessary equipment's, such as Computers, Software's, Air conditioned in Computer lab, Rest room, proper Furniture from time to time. The modified staff room, administration department and digital attendance record have helped in to improve employee comfort and well-being and thus help improve employee welfare.

Keeping in view the future safety of employees the institute contributes specific amount towards provident fund of an employee as per PF rules. Under humanitarian ground, the institution provides 90 days full paid maternity leave to all female unaided employees. And facilities to all staff such as RO drinking water, uniform for class IV staff is provided. The institution also arranges a lunch for all

teaching and non-teaching staff on the occasion of teacher's day every year as a welfare initiative. The institute regularly makes an effort of felicitating its employees for their professional achievements such as qualifying NET/SET exams, Ph.D's, teachers who have been promoted to associate levels.

Special arrangement of Research room in a conducive environment, to encourage research culture among teachers has been provided in the library itself.

The college has provided comfortable uniform and uniform washing allowance to support staff, which helps in keeping the morale and motivation of the support staff high so can performed their task efficiently.

The college administration regularly organizes, staff picnic, Teachers Day programme and felicitates teaching and non-teaching staff on their achievements. All these activities have resulted an active interest in their jobs and work with a feeling of high morale, involvement and participation.

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

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

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

2000

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

6.3.3 - Number of professional development /administrative training programs organized by the

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

04

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	View File
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

29

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance appraisals are beneficial to employees and the institution by clarifying objectives and expectations thus, creating an environment of open communication. It further enables in capitalizing the affinity between management and employees increasing the job satisfaction and improving employee sense of loyalty towards the institutions

Principal being the head of the institution makes the ongoing evaluation of teaching and non-teaching staff. He asserts the staff periodically. He makes an effort to continuously inspire and encourage the good qualities of staff members and gives necessary recommendations to the concern staff are being provided from time to time resulting in the overall development of the staff.

At the end of the academic year personal evaluation forms are provided to the staff and after getting the report on performance sheets Principal interacts with the staff individually and guides the staff with respect to his/her future development. methods such as API, CAS are implemented in the institution for the aided staff as per UGC guidelines as an effort towards appraising employees positively & regularly.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Internal audit is executed throughout the Academic year and team of qualified auditors has been appointed to examine the financial statements regularly.

§ All the financial books are maintained as per the act of legislature and regulations framed.

§ All the important provisions of Maharashtra State Education Act, University Act applicable for accounts and audit are compiled thereof.

§ Management takes periodic review of financial performance of the institution specially to see the resolutions affecting accounts have been duly complied with the decisions with regards to the operation of bank accounts and sanctioning of expenditure.

§ The revenue is appropriately allocated under the respective heads and expenses are made out of specific heads within budgetary framework.

§ Effective internal control system has been developed by the institute to minimized clerical errors.

§ All the expenses are duly tracked, and accurate computerized records have been maintained from time to time.

§ Periodic accounting reviews are performed.

§ The backup of financial data is maintained and necessary precautions are taken to protect it against cyberattacks and ransomware.

§ Internal and external auditors are appointed by parent institute.

§ Qualified Internal Auditors have been appointed on regular basis and a team of staff is appointed to do verification in each financial year.

§ External audit is conducted at the year end of accounting period.

§ All the queries raised by internal and external auditors are resolved on an immediate basis to improve the accounting system.

§ Audit report and audited statements of accounts are submitted to the Governing body.

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

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during

the year (INR in Lakhs)

192000

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Mobilisation of funds is critical to an institution for the attainment of its goals. This also ensures smooth continuation of institutional services and institutions long term sustainability.

Tuition and other fees from students enrolled with the college constitute the cardinal component of the resources mobilised, strictly adhering with the university norms. The fees structure as per the university guidelines are prevailing in the college and expenses are made under each head, for which Fees/fund has been collected.

The funds obtain for library are derived from students' fees which is directly used for library expenditure. Funds were derives from the donations for paying fees of financially weak students by the faculties through their networks. The fees of the students were brought down by withdrawing the fees of particular's such as industrial visit. Due to online functioning of the institution during pandemic and the above factors not being practically used during that period.

The effective and efficient use of the financial resources is monitored by office bearers in accordance to departmental estimates for revenue expenditure and duly checked by Office superintendent, Principal. It then approved by management representatives. The capital expenditure budget is recommended by the Finance Committee and approved by the Governing body. All the expenditure are continuously checked for any clerical errors by the internal check mechanism and effective internal control system. The accounts are audited with the regulatory framework by statutory auditor in due time. So far, there has been no major findings by the auditor. Since

the recurring expenses and capital expenditure are projected to be within the estimated resources, deficit budget is not encouraged.

File Description	Documents
Paste link for additional information	https://sjcollege.in/wp-content/uploads/2021/09/Annual-Report-2020-21-final-1.pdf
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Academic and Administrative Audit:

Most departments are single person departments. An academic audit committee is formed by the college which is responsible for collection of reports from individual department heads, analyse and submit the same to the University. The audit committee has applied to the university for an external audit.

Certificate Courses:

A new certificate course on Financial Management for Managers was introduced in the year 2020-21 by Prof. Dr. Macnoble Dcruz. A total of 47 students enrolled for the same. The duration of the said course was 3 months.

Mentoring and coaching programs for UGC NET/CET were conducted in the college and were led by Prof. Dr. Macnoble Dcruz.

The IQAC takes initiative to conduct workshops, seminars, talks for faculty and also for non teaching staff to facilitate internalising of a quality culture.

IQAC encouraged the faculty to publish research papers in International and National journals of repute. IQAC also encouraged faculty members and students to present their research findings at International/National Seminars. The IQAC coordinated with the Departments to organise Seminars in respective disciplines. Feedback was collected from students, parents and alumni and a summary was prepared and suggestions were forwarded to the college council for implementation. The AQAR for the year 2019-20 was compiled and

uploaded. IQAC organize faculty development programs, Training programs for faculties to equip them.

File Description	Documents
Paste link for additional information	https://sjcollege.in/wp-content/uploads/2022/01/Academic-Calendar-2020-21.pdf
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The teaching learning, teaching outcomes as well as infrastructural facilities are reviewed by IQAC at the regular intervals and appropriate changes, if any are suggested. This practice has helped to achieve academic as well as administrative excellence.

Review of Teaching Learning Process:

IQAC prepares and monitors the time table. Deviation from this is brought to the notice of the individual teacher and the head of the department. Teacher feedback is taken from students with respect to the teaching learning and evaluation process at regular intervals. Result analysis is also an integral part of the review. Feedback is analyzed and the outcome is discussed with the concerned teacher. The IQAC reviews the teaching methods followed by the teachers as reflected in self-appraisal forms. IQAC suggests modern methods for augmentation of the teaching-learning process. To bridge the gap between the University prescribed syllabus and placements, IQAC strives to introduce value added, skill oriented and short-term courses for the students.

File Description	Documents
Paste link for additional information	https://sjcollege.in/wp-content/uploads/2022/01/Academic-Calendar-2020-21.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);

D. Any 1 of the above

Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The intrinsic precincts of a deep-rooted patriarchal system continue to pose challenges in the current times. The changing demographics of Higher Educational Institutes (HEI) in India reflect a diverse population on the campus resonating with the ideals of equality enshrined in our constitution. Creating space for equality and ruling out discrimination against caste, religion, sect and sex will harbingers the position of education and transformation in our country. Thus, the need to have a safe working space for students, staff and other stakeholders on the campus is one of the significant aspects of any HEI. Focusing on the primary aim to ensure a safe space and promote healthy environment the various departments like Women development Cell, NSS has come up various Gender Sensitization programmes during the academic year .

Students are sensitised towards issues related to gender and environment through various extra-curricular activities by the national service scheme and student welfare committees.

Undergraduate students undertake field projects through their Rural Development department. The college ensures that through the curriculum, gender-sensitisation, environment and sustainability,

human values, and professional ethics are inculcated among students. All second year undergraduate classes take a course in environment awareness. The college has taken efforts to create an ecosystem for innovation by faculty and students. There is not a single complaint of any female employee or any female student regarding the misbehaviour in the colleges premises. Proper security is provided for which lady peon is appointed, Security person has been appointed etc. Honourable ICP Dr. Subhash D'Souza and IQAC coordinator Dr. Joanna Tuscano, Dr. Clementaine Rebello And Also Mrs.Sujata Tuscano is Appointed as a Counsellor to look after in the matter of counselling basically for female students. There are separate girl's and boy's common rooms.

There's a counselling room closer to management room. During morning assembly honourable ICP Dr. Subhash D'Souza regularly addresses the students regarding the discipline, code of conducts, behaviour with girls etc. College has been set both ICC and WWC to handle any unwanted circumstances or misbehaving with girls in the college campus. College has been promoted and motivated girls in respect of women empowerment.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

B. Any 3 of the above

File Description	Documents
Geo tagged 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 200 words) Solid waste management Liquid waste

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

- Solid waste management

Campus of St Joseph College is totally pollution free campus. The first NACC Committee admired the neat and clean campus. solid-waste management, the collecting, treating, and disposing of solid material that is discarded because it has served its purpose or is no longer useful. Improper disposal of municipal solid waste can create unsanitary conditions, and these conditions in turn can lead to pollution of the environment and to outbreaks of vector-borne disease

—that is, diseases spread by rodents and insects. The tasks of solid-waste

management present complex technical challenges. They also pose a wide variety of administrative, economic, and social problems that must be managed and solved. In the college premises we have two different dustbins which are used for separation of Dry waste material

and wet waste material. Local government agencies regularly picks up waste material.

- Liquid waste management

Liquid Waste Management: The liquid wastes generated in the campus include Sewage, gardening and canteen effluent waste. The above waste is treated through Sewage Treatment Plant (STP) setup in the institute with a capacity of 240 KLD (Kilo Litres per Day). The entire treated water is used for watering the gardens and lawns maintained in the campus.

The sludge settled in the STP is removed and is dried on drying beds and used as manure for the gardens. Therefore, the entire waste water generated in the campus is treated and reused.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	C. Any 2 of the above
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File Description	Documents
Geo tagged 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: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	B. Any 3 of the above

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

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the	E. None of the above

**following 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	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
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 socioeconomic and other diversities (within 200 words).

Institution provides an inclusive environment for everyone with

tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Different sports and cultural activities organized inside the college promote harmony towards each other. Commemorative days like

(1) Women's day and Men's Day

(2) Yoga day and days with National Importance are also celebrated along with many regional festivals like Christmas and Diwali are celebrated in the college. This establishes positive interaction among people of different racial and cultural backgrounds. There are different grievance redressal cells in the institute like Student grievance redressal cell, Women grievance redressal cell which deal with grievances without considering anyone's racial or cultural background. Institute has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities. For the patients also, the institute reaches out to community for providing better oral health care.

Apart from the above, College also organised Marathi Pandharwada from 1st January 2021 to 30th January 2021 emphasising on linguistic importance . Hindi Pakhwada was celebrated at our college from 14 - 21st September 2021 in online mode due to CoViD19 pandemic. From 14th -21st Sept., many events were organized in which students, participated virtually with great zeal and enthusiasm in the most awaited annual Hindi Festival. There were 7 competitive events organized during the week poetry and essay composition, News reading , Ppt presentation competition , précis and creative writing. These events were coordinated by a team of students of Hindi Cell Through which various competitions are held in Marathi language inculcating the linguistic importance . The uniqueness of the Pandharwada is that College being Christian Minority Still Gives equal importance to all religion. In Padarwada Dindi along with Saraswati ,the Holy book of Catholic (BIBLE) is also kept establishing the religious Diversity and Secularism. College Also organised 'Bolibhasha Din' and Marathi Bhasha Din.

Women's Day though Celebrated internationally and Our College Also Celebrates Men's Day on the occasion of St. Joseph Feast Day. This Spreads the communal Message of Gender Equality.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Every year various departments of the College undertake activities for inculcating the importance of Constitution in our life and tries to sensitize the students by inculcating the Constitutional values, fundamental rights, duties and responsibilities of students as a citizen of India. Also, to create awareness in youth about "Aatma Nirbhar Bharat" various programs are conducted. The activity like Celebrating Constitutional day, Webinars on RTI (right to Information Act by Inviting Lawyers and Advocates, Celebrating Environment Day gave the students an opportunity to know their Rights & duties and also Feeling Sensitised for Mother Earth. Such programs promote the highest levels of human aspiration and artistic integrity through the composition. Also, sessions on Women Empowerment were organised by WDC department. This helped the girl students to know about the various laws for women safety, security and empowerment.

The NSS unit of the college celebrated World Environment Day on 5th June. The main purpose of this day was to spread awareness about to need to protect the environment and the ways to do it. Dr. Subhash D'souza congratulated NSS program officers Prof. Romia Correia and Prof. Jagdish Sansare for taking initiative to arrange programme. Dr. Subhash D'souza explained the importance of conservation of environment and tree plantation. He addressed the audience with an enlightening speech mentioning how small endeavors could make a big difference. He requested all to spread the awareness of saving the environment. He ended the speech by saying "e. Each one can do this bit by stopping the use of plastic bags; stop wasting food, start using public conveyance to save fuel and to start recycling. For a greener tomorrow, each one needs to do his or her bit & quotes The celebrations came to an end with everyone pledging to take the initiative of saving the environment and doing their bit for a cleaner and greener Mother Earth. 15 NSS students have taken active part in above event.

21st June International Yoga Day: -

International yoga Day was celebrated online mode on June 21, arranged for the whole college in which the objectives of world yoga day was discussed among students. Yoga Day is celebrated among the youth and children to make them understand the importance of Yoga in their life. It helps the students understand how to maintain harmony between body and mind. There was a special yoga presentation for students. Students performed different asanas under the guidance of their yoga trainer. These asanas were taught to bring about holistic approach to health and well-being among the students. Yoga Trainer spoke about the Positive Framework of Meditation. She began by explaining how negative thoughts disturb a person. Negativity she said increases the hormonal imbalance in people and thus there is a confusion of thoughts leading to stress. She also spoke about her experience as a counsellor where she has patients ranging from the age group 3 years to 90 years. She emphasized the fact that purity of thought increases positivity in a person. Purity of thought increases mentally and physically strong people, which further create a positive nation leading to positive world. She emphasized that it is the responsibility of the teachers to imbibe positive thoughts among students. She conducted a 3-minute meditation session with the students and teachers and professed the regular use of meditation in one's life. 40 students participated in above event.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. 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 4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs 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

At St. Joseph college of Arts and Commerce the day starts with national anthem. The national anthem is also sung in all the functions. All national festivals are celebrated with great enthusiasm to inculcate a sense of patriotism in the students. Every year students come together and perform cultural programs like dance, skits highlighting societal problems. The students also prepare videos and speeches to share their thoughts on these days. Every year ex-defence or police persons are invited to share their experience and inspire and motivate young minds to contribute in building the nation. National flags are distributed to faculty, staff and students to instil sense of pride amongst them. The NSS unit and the students' council organise many cultural programs to address prevailing social issues. The student staff and alumni participate and rejoice during this celebration with great patriotic feeling

The Institution also commemorates the birth / death anniversaries of great Indian personalities like Dr.A.P.J Abdul Kalam, Dr. Babasaheb Ambedkar, Chatrapati Shivaji Maharaj, Mahatma Gandhi. The students share the teachings of these eminent personalities through speeches and posters. On Teachers day too, the students council puts up a show to express their love and gratitude for their teachers and salute the great Teacher Dr.Sarvepalli Radhekrishnan.

The College Also Celebrates Annual Day and Management Event called URMI for the students wherein they come together by organising many events and activities related to cultural and also business Management Events and Games. Institute takes special efforts to promote Management culture by organising activities under various professional communities and celebrating foundation days of College.

Women's day is celebrated on International Women's day i.e. March 8 to show respect towards women in all the efforts taken by them to manage the personal and professional life and for their contributions.

Marathi language day and Hindi language Week are celebrated every year. Language is root map of our culture and the institute makes efforts to preserve it. To take pride in language of the state, Essay competitions and poster displays are arranged in the campus.

Apart from these, many events and guest lectures are regularly organized to instil a sense of national pride and gratitude towards sacrifices of great leaders of our country.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Title of the Practice

Three Months vocational course on Financial Management for Manager

Objectives of the Practice

To make the student understand the concept of Financial Accounting and Financial Management. To facilitate basic accounting practices and personal financial management among the learners. To make them understand the concepts of Financial Statements, Financial forecasting and Budgeting, Cost controlling. To Make them capable to apply accounting and financial management concepts in Financial planning and Investment decisions.

The Context

The Accounting plays an important role in many different aspects of life, from private endeavors, to the public sector. Much of the

information used in personal finance involves accounting and it is important for all people, not just accountants or business owners, to have a basic understanding of accounting. This includes valuation methods as well as common terminology used within the accounting field. In addition to using accounting basics in your personal life, it can help people have a better understanding of how businesses handle their finances. Having a better understanding of how businesses make a profit allows you to make smarter choice regarding investments, and other financial decisions. Further personal financial management will help the learners to plan their future cash inflows and outflows in such a manner, that they can estimate and invest surplus or savings in appropriate manner to reap maximum gain out of it.

The Practice

Have a solid foundation in developing an integrated framework for strategic financial decision-making. Have a thorough understanding of financial statements and the financial information they provide, and be able to critically evaluate and analyze cash flows statements. To make the student Understand the management and evaluation of portfolios and firm valuation techniques. To make the student Understand how to incorporate risk and uncertainty into investment decisions and understand how companies make financing and investment decisions.

Evidence of Success

The learners were able to use Financial management skills in their managerial work systematically. The learners were capable to use financial management concept for Decision making. The learners ability got enhanced, to identify risk associated with investment opportunities. The learners were able to avoid money defalcation, unnecessary investment and unnecessary expenditures. The learners planned Working capital management, capital expenditure and budgeting in effective manner.

Problems Encountered and Resources Required

Due to ongoing pandemic situation, the above said course was conducted online. Students attended course online. Few students faced network issues, while few were having limited resources such as cellphones.

Online Shetkari Melawa

.Objectives of the Practice

To analyse the problems of the farmers in the vicinity and provide them solution regarding agricultural products and its production.

The Context

The farmers from nearby area were present for this program Mr. Pankaj Pardesi was resource person from Nashik. He explained the farmers about the yield and different types of soil required to produce the different types agricultural products along with utilization of chemical fertilizer.

The Practice

In this online program the participants who were the farmers from nearby area were explained about different soil testing methods and also the procedure from sowing the seeds till the final harvest was explained. He also explained the care to be taken for the crops.

Evidence of Success

The farmers got to know about the various chemical fertilizer used for different types of crops the farmers also got to know about the agricultural procedure adopted in Israel. Many queries were received from the farmers and were solved.

Problems Encountered and Resources Required

Since the program was conducted online due to the pandemic situation, the famers were unaware of the procedure for using zoom and google meet online platforms. This was the first time Shetkari Melava was conducted via online mode. They were not having the android phones; this affected the number of attendees. However, the students helped the farmers to get connected via their own android phones. The farmers were shared with the contact number of resource person to solve their queries.

Notes (Optional)

The farmers were very happy and satisfied with this program, they also spread the positive word in the nearby vicinity area about the success of this event.

File Description	Documents
Best practices in the Institutional website	https://sjcollege.in/wp-content/uploads/2022/01/IMG-20220121-WA0004.jpg
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

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

I) Value based Learning

Values are the part and parcel of the philosophy of the nation and its educational system. Values-based Education is an approach to teach universal values like moral values, patience, honesty, etc, to the students. It creates a strong learning environment that enhances academic attainment, and develops students' social and relationship skills that last throughout their lives. The purpose of value education is the development of the personality of the student.

Goal

Value-based education aims at training the students to face the outer world with the right attitude. It is essential to develop an individual and help him lifelong in many ways. It is a process of overall personality development of a student which includes Character development, Personality development, Citizenship development and Spiritual development.

Practice

Through Value based education, we can develop the students into people with strong character and values who know how to utilize their knowledge for the advantage of mankind. Our institution gives special importance for Value Education which consist the study of the lives and teachings of religious books .Apart from the value education classes our college strives to imbibe the students and teachers with the highest set of morals and values through Friday prayer arranged once every week ,wherein prayer is conducted for everyone and by everyone keeping in view the holistic

approach. Common prayer are chanted by our students to increase the mental and physical health of the students. Practice of prayer intensifies and trains us to center ourselves in our relationships with the divine.

II) FINANCIAL AID:

Each institution has its own distinctive vision, priority and thrust. Our College is situated in a semi-urban area and most of our students come from the family of first-generation learners. Their financial and cultural background is not very sound. We often find that because of acute financial crisis quite a good number of students fail to attend their classes regularly and sometimes they drop out. In the backdrop of this experience, we have felt that our first and foremost task should be to focus on this point and to find out a solution to this problem. We think we have a responsibility to encourage and help them both academically and financially. Hence College staff members contribute amount personally from their end and help the financially backward students by providing financial assistance in fees. Students have to apply for financial help and they are interviewed by the faculty members, who, by considering the pros and cons of the financial condition of the students, forward the applications to the College authority for final decision. Some Staff members of the Institute has contributed Amount towards pending fees of financially poor students.

The corona-virus pandemic had exposed students to Anxiety, trauma of personal and family illness, financial hardship, displacement and stress to cope with changing educational dynamics; Institution has provided additional help to strengthen the student support by setting up various help-lines for student. Wherein their queries regarding to exam, library facilities etc were addressed and resolved. Special helpline was also setup to address issues of student anxiety and some needy students were also provided with financial support. The evidence of success of providing the financial assistance is that students are able to continue their education with the financial support. They have shown a good academic progress in the successive years.

The institution constantly thrives to achieve its stated vision and mission through distinctive approaches and innovative strategies. Institution has comparatively large number of minority girl students. Most of the students from locality belong to low income group and are first generation learners, our college provide them platform to achieve academic excellence and also provide them self-

dependency through enhancing their Employability Skills. College provides ambience of creativity, innovation, discipline and good learning experiences. It constantly updates its infrastructure facilities as per need and requirement. College organises various Training programmes and Workshops on Transferable Skills to help the students to contribute to society. College conducts various courses under skill development centre to promote self-employability and meet the global entrepreneur skill requirements. Institution had introduced Basic British council and has MOU's with various institutions to enhance student's competent ability. Various internships are conducted for providing practical approach learning to students, thus contributing to meet industrial demand.

The college conducts various outreach activities and courses each year with the help of its support services to develop life skills among the students. Students are motivated to visit orphanage and serve the local adopted school or village through NSS, inculcating value of social responsibility. Many extension activities carried out under NSS, DLLE and WDC are one the significant feature of the college and its commitment towards overall development of the students. Needy students can opt for scholarship in the college so as to avail the facility of education. The institution motivates and provides financial support to students and provides guidance from time to time with regard to filling up of the scholarship forms and other required formalities . College constantly thrives to contribute in educational development of the local area, Ex-students and needy local students appearing for competitive exams can avail the facility of college library. College has internet library facility (book bank scheme).

In the addition to above ,Staff and Stakeholders of the college also donated Masks, Clothing ,Medicines ,Grocery and other needy things upto sum of Rupees 65107 to Chiplun flood fund(30/7/2021) in the A.Y.2021-22 as a social responsibility. Enhancing technical excellence of students keeping sense of social responsibility is the distinctiveness of institution to fulfil the vision, priority and thrust of the institution Webinars on various subject oriented, environmental and health concerned topics is conducted for students to bridge the gap in their academic learning keeping them updated with educational and social perspectives. Institution always practices intensive and inclusive improvisation strategies according to the needs of students to facilitate their academic progress.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Plan of Action :**Value Based Learning :**

Through Value based education, we developed the students into people with strong character and values who know how to utilize their knowledge for the advantage of mankind.

Our institution gives special importance for Value Education which consist the study of the lives and teachings of religious books .Apart from the value education classes our college strives to imbibe the students and teachers with the highest set of morals and values through Friday prayer arranged once every week ,wherein prayer is conducted for everyone and by everyone keeping in view the holistic approach.

Common prayer are chanted by our students to increase the mental and physical health of the students. Practice of prayer intensifies and trains us to center ourselves in our relationships with the divine.

Financial AID:

FOR POOR STUDENTS: College staff members contribute amount personally from their end and help the financially backward students by providing financial assistance in fees. Students have to apply for financial help and they are interviewed by the faculty members, who, by considering the pros and cons of the financial condition of the students, forward the applications to the College authority for final decision. Some Staff members of the Institute has contributed Amount towards pending fees of financially poor students.

CHIPLUN FLOOD: In the addition to above ,Staff and Stakeholders of the college also donated Masks, Clothing ,Medicines ,Grocery and other needy things upto sum of Rupees 65107 to Chiplun flood fund(30/7/2021) in the A.Y.2021-22 as a social responsibility. Enhancing technical excellence of students keeping sense of social responsibility is the distinctiveness of institution to fulfil the vision, priority and thrust of the institution

SKILLS:

Most of the students from locality belong to low income group and are first generation learners, our college provide them platform to achieve academic excellence and also provide them self-dependency through enhancing their Employability Skills. College provides ambience of creativity, innovation, discipline and good learning experiences. It constantly updates its infrastructure facilities as per need and requirement. College organises various Training programmes and Workshops on Transferable Skills to help the students to contribute to society. College conducts various courses under skill development centre to promote self-employability and meet the global entrepreneur skill requirements. Institution had introduced Basic British council and has MOU's with various institutions to enhance student's competent ability.