



YEARLY STATUS REPORT - 2021-2022

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. Prakash Dongre
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08850202611
• Mobile no	07378587601
• 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.Sanadi Dinesh Annappa Shalini				
• Phone No.	7208710920				
• Alternate phone No.	8806718783				
• Mobile	7208710920				
• IQAC e-mail address	iqac@sjcollege.in				
• Alternate Email address	dineshsanadi@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://sjcollege.in/wp-content/uploads/2022/07/2020-21.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/2022/12/AY-Cal-2021-22.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.50	2004	16/09/2004	15/09/2009
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	View File				

9.No. of IQAC meetings held during the year	1
<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) Workshop on How to Write Research Proposal 2) 5 Days Crash Course on Operations of BSE held in February -2022 3) International Conference was organised in the Month of March 2022	
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
Workshop on Research Methodology	Workshop on How to Write Research Proposal
Crash Course on Operations of BSE	5 Days Crash Course on Operations of BSE held in February -2022
International Conference	International Conference was organised in the Month of March 2022
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	19/11/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022	22/08/2022

15. Multidisciplinary / interdisciplinary

Multidisciplinary

16. Academic bank of credits (ABC):

Dnyandeep Mandal's St. Joseph College of Arts and Commerce is affiliated with Mumbai University and has a credit-based system. As per the new guidelines of NEP college is well equipped to adopt Academic bank of credit system. As soon as we receive guidelines from University of Mumbai we will invite the resource persons to guide us and institute will go ahead with Academic bank of credits which will help the students to have multiple entry-multiple exit as well as anytime, any-where, and any-level learning.

17. Skill development:

A number of Capacity Development and Skill Enhancement activities have been organised for improving students' capabilities on the following themes: Soft Skills, Language and Communication Skills, Life Skills (Yoga, Physical fitness, Health and Hygiene, Awareness of Trends in Technology and the like.

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

It has been observed that education in the mother tongue is a key factor for inclusion and quality learning, and it also improves learning outcomes and academic performance. So there is a need to preserve the Indian languages. In our college we focus mainly on Hindi and Marathi languages. In our institute these languages are taught at the undergraduate level and Marathi at the post graduate level. The college celebrates, 'Marathi Bhasha Pandharwada' in the month of January every year. Various activities related to Marathi literature are organised during this 15 days programme which includes Boli bhasha din, 'Granth Dindi', Marathi newspaper reading, only Marathi speaking and so on. Students also celebrate Hindi

Pakhwada in college in month of September.

In order to have the knowledge of cultural preservation various kinds of cultural programmes are arranged in our college to spread cultural awareness among the students. Our college encourages students to take part in various extracurricular activities. These activities include traditional day celebrations, folk songs, folk dances, Adivasi din etc. Different competitions such as elocution competitions, essay writing, poster-making, rangoli competitions are organised in college. The cultural committee looks after the various activities under these category.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

St.Joseph College of Arts and Commerce has well-defined Program Outcomes (PO), Program Specific Outcomes (PSO) and Program Education Objectives (PEO) for each program. The POs, PSOs and PEOs are satisfied through the teaching-learning process and the additional programs conducted at the Institute. As the part of curriculum, each course has defined Course Outcomes (CO) which are mapped to POs and PSOs. Assessment tools are designed considering the requirements of POs. The activities and programs are organized in the Institute to achieve POs. At the end of the semester, an analysis of PO, and PSO attainment is done by each department.

20.Distance education/online education:

The Institute is affiliaed with Mumbai University,. As per the guidelines of the University, all lectures are conducted in physical mode. During the pandemic, the system has adopted the change from classroom teaching to blended learning. Google Drive, and Google classrooms are effectively used for course conduction and evaluation process. Each course's contents are available on Google classroom including the syllabus, PPTs and notes. The assessments of the courses are done through online assignments, and quizzes. The MCQ tests are conducted using Moodle platform. Online sessions are conducted on Google meet. Various student activities are conducted online using Google meet.

Extended Profile

1.Programme

1.1 318

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 **1329**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 **NIL**

Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 **485**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **26**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **26**

Number of sanctioned posts during the year

Extended Profile

1. Programme

1.1	318
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	1329
Number of students during the year	

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Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	26
Number of full time teachers during the year	

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	23
Total number of Classrooms and Seminar halls	
4.2	62902
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	26
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

- At the beginning of the semester Objective Driven Teaching Planis prepared and every teacher follows an 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 levels has been standardized to be consistent with the norms of the university protocol and prescribed format.
- The college declares the university and college examinations dates well in advance so that the students get ample time to prepare for examinations and the teachers complete the curriculum in time.
- Students prepare projects, do presentations as a part of their internal evaluation for the various under graduate and post

graduate subject.

- Guest lectures are conducted throughout the year to create an interface between industry, subject experts and the students.
- Due to the pandemic this year college has conducted less field visits but the gap was filled by virtual visits. Students of subject Rural Development & DLLE taken the advantage of it. College declares all the college examinations within the time limit given by the university.
- The list of holidays as per university and state circulars is put on the notice board.
- Remedial teaching and add-on courses are planned at department level as per the need.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://sjcollege.in/wp-content/uploads/2022/12/AY-Cal-2021-22.pdf

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

- Academic calendar is prepared and displayed at the beginning of academic year for all stakeholders.
- Regular class tests held in the month of January and March 2022, and, project work were assigned to FY, SY and TY students under the subjects as a part of the evaluation for all programs March 2022.
- Online orientation program was conducted for newly admitted first-year students to make them aware of rules, regulations and examination system of under graduate and post graduate sections.
- Every department submits an activity calendar for the year, which they try and adhere to. The activities enhance and supplement the syllabus plan in the month of June.
- Teachers prepare their "teaching plans" at the commencement of each semester, as per the number of lectures allotted in the university syllabus for each unit, for the effective completion of the syllabus.
- Students prepare the project and do presentations as a part

of their internal evaluation for the subject foundation course . Here the students are guided about how to prepare a project. They are encouraged to interact with teachers as and when they need guidance. Where as in PG section there is mandatory dissertation in semester four. As per the subject choice of the students the guides/supervisors are assigned to them.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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 C. Any 2 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

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)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

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. The institute organises various activities and webinars in college to inculcate human values, professional ethics, environment consciousness, and gender sensitivity. Out of 318 courses taught in the college 36 courses

have relevance to the cross cutting issues. For example Environmental Studies course taught at FYBCom deals with Environmental aspects and Sustainable development, subject business law, business ethics & CSR, foundation course, human resource management speaks about business regularity frame work based on ethics, gender and human values. In addition programmes relevant to the cross cutting issues are organised by the co and extra-curricular cells as follows -

- "Green week" was celebrated by Environment cell of college from 28th, February to 5th March, 2022.
- Seminar was conducted on the "Indian constitution and its effect on youth" on 1st December, 2021 by NSS and Career Katta.
- Workshop on "Minority rights" was conducted by the NSS department on 18th December, 2021.
- Workshop on "RTI" was conducted on 30th March, 2022.
- "Shetkari Melava" a grand farmer's fair was organized on 16th March, 2022.
- Webinar on "Developing health and hygiene" was organized on 10th March, 2022.
- Women Development Cell of the college organized "Six days workshop for women empowerment" seminar, which started from 01st February, 2022.

File Description	Documents
Any additional information	View File
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

16

File Description	Documents
Any additional information	View File
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

913

File Description	Documents
Any additional information	View File
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	https://sjcollege.in/wp-content/uploads/2022/12/1.4.1-Feedback-21-22.pdf
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	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://sjcollege.in/wp-content/uploads/2022/12/1.4.1-Feedback-21-22.pdf

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

1329

File Description	Documents
Any additional information	View File
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	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The teachers identify advanced learners and slow learners based on their performance in internal and external examinations. Also some

departments use criteria like less marks in internal and external evaluation, less participation in class room discussion and they find difficulty in solving certain complex problems.

A slow learner needs more time, attention and often more resources from the teachers to cop up with the studies. Special attention is given to the slow learners in the college. Sometime even their parents are called to discuss the issues related to studies. Slow learners are strongly supported parents and teachers jointly. All the subjects' teachers are conducting remedial lectures and during these lectures revision of the difficult topics conducted by the teachers.

Advanced learners are provided additional opportunities and are encouraged to participate in various activities like inter-collegiate competitions, webinars, etc. to sharpen their knowledge and skills. Some carry out research activities with help of teachers, act as mentor for the slow learner. As per the strengths of students, assignments and projects are given which are checked by the teacher and the student is encouraged to overcome the weaknesses.

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

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

Number of Students	Number of Teachers
1329	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

To have student centric education, in the subject Rural Development and History students were taken to field visits. B.Com and B.A.F. students visited SEBI. In the subject of Foundation

Course and Communication Skills students do presentations on various relevant topics. The college encourages a teaching methodology which focuses on imparting education through a student centric approach.

Virtual field visit: In this pandemic situation Rural Development 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.

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 the departments and teachers are well equipped with ICT technology. They used Google meet , Google Classroom and Zoom software's to engage lectures during the lockdown period of the pandemic. Digital notes, reading material, question banks, PPTs are circulated to the students on Google classrooms , emails and WhatsApp groups. Online assignments in soft form collected from students. Even practical teaching and evaluation conducted online. G-Suite was purchased by the institute to enable faculty to conduct online teaching learning process.

Availability of computers, laptops, various software's, slide projectors, internet connection, wifi etc. helped teachers to reach up to the students during pandemic. With the help conventional methods of teaching and use of ICT technology faculty members made effective use of PPTs, video clips, audio clips, online sources etc. to enable the students for theoretical and practical learning.

In college four classrooms are fully equipped with LCD/Computers. 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. 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. College has arranged number of webinars as and when needed for over all development of the students

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

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)	No File Uploaded
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

9

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

12

File Description	Documents
Any additional information	View File
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 a religious minority institution. College strictly follows the guidelines and directions issued by Mumbai University regarding evaluation of students. The undergraduate level first to third year BBI, BMS, BAF follows the Choice Based Credit System (CBCS) of 75: 25 pattern. Here 25 marks evaluation is carried out as internal and 75 marks evaluation carried out as external. In the aided sections such as BA and BCOM, Choice Based Credit System (CBCS) of 100 marks pattern is followed except in subject Rural Development /Foundation Course. In both the subjects internal evaluation is of 25 marks. In aided and self-finance section allowed to keep term (ATKT) system is permitted as per the rules given by University of Mumbai.

At post graduate levels i.e. at MA and MCOM sections, CBCS 60: 40 pattern is followed. Here internal evaluation is of 40 marks and external evaluation is of 60 marks. The PG section follows the University guidelines for a robust and fair internal evaluation. Approved PhD guides supervise PG student's dissertation work. The Internal evaluation is done at regular intervals to address any learning issue at the earliest.

The college informs students about university circulars and notices regarding examination through the college website, display on student's notice board and class wise circulation. Unfair means committee and grievances committee monitors the evaluation process.

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 and university rules are followed during the conduct of the internal examination. In current academic year due the pandemic online internal assessments were conducted. The students were allowed to reappear for examination those they had missed as per the norms prescribed by the

University.

Redressal of grievances at Departmental level:

The continuous evaluation of students is carried out by faculty in the theory lectures or through the given projects, assignments, class tests etc. The marks are allotted based on their performance are displayed on the notice board. The student approaches the concerned teacher regarding any grievance. 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 case of the grievance not getting resolved at the Departmental level, the student can meet the Exam In-charge personally. As per the nature of issue examination committee can refer the case to the grievances committee and issue is 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 and course outcomes are displayed on website and communicated to the students in the beginning of each semester. And special attention is given to attainment of those while teaching, planning supplementary activities and evaluation.

For example:

B.Com program will enable students to develop business acumen, managerial skills and abilities, and be capable of maintaining business accounts.

B. A. students acquire knowledge in the field of social sciences, literature and humanities which make them sensitive and sensible

enough.

M.COM Program provides a systematic and rigorous learning and exposure to finance related disciplines.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://sjcollege.in/wp-content/uploads/2022/04/Programme-Course-Outcome.pdf
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

Analysis of Academic Performance of Students:

The departments determine completion of the course outcomes through the analysis of results. It is also based on internal and external marks obtained by the students. The analysis enables the teachers to understand if the course objectives are attained or not. The college evaluates the level of attainment of POS, PSOs and COs through analysis of marks scored in theory, practical, projects, viva and assignments. Not just outcome through results but also their progression in career is considered. Apart from this attainment through personal observation in the classroom like student's response for particular question, their depth knowledge by adding few new thoughts in interaction with teachers.

Extra and Co-curricular Activities: Active involvement and performance in the extracurricular and co-curricular activities are also a marker of the attainment of program outcomes.

Feedback: The feedback from various stakeholders like parents, students are taken regularly.

Placement: Placement Cell of the college is actively involved placing graduates and post graduates students at the right place. It indicates the attainment of program specific objectives.

Academic Progression: The students' progression from UG to PG and PG to research, professional courses or entrepreneurship is also considered while evaluating the program.

File Description	Documents
Upload any additional information	No File Uploaded
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

483

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	View File
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)

[Nil](#)

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)

00

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

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

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

00

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

Analysis of Academic Performance of Students:

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Academic Progression: The students' progression from UG to PG and PG to research, professional courses or entrepreneurship is also considered while evaluating the program.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sjcollege.in/wp-content/uploads/2022/12/1.4.1-Feedback-21-22.pdf

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

File Description	Documents
Report of the event	View File
Any additional information	View File
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

0

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)	No File Uploaded
Any additional information	View File

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

0

File Description	Documents
Any additional information	No File Uploaded
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

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

As our institution fundamentally believes in nurturing our students with social values and responsibilities by propagating extension activities in the nearby vicinity and involving actively with the community people. These programs help them to develop social values and knowledge about their responsibilities towards the community with an objective of creating exemplary citizens.

The institute organizes various programs under extension and outreach programs such as:

- Shetkari Melava :
- Blood donation camps
- Pan card drive
- Voters Drive : To promote awareness amongst the students and community youth about their fundamental duties and responsibilities towards nation building.
- International Aids Day : To spread awareness about HIV/Aids prevention and to show care and support to the individuals suffering with the disease.
- Law Related Property : To educate the community about various laws regarding properties and minimize the disputes taking place due to lack of knowledge.
- Awareness about Artificial Intelligence : To foster a deeper understanding among the youth of today about AI technology and inspiring the youth to take up AI enabled career.
- Question Casket on Make Your Tough Days Easy : To educate the girl students and the women of the society about the myths and hygiene regarding the menstrual cycle and precaution necessary to be taken in maintaining women health.

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

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

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

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

0

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

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

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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. Management take the stock of the infrastructure periodically in the CDC meetings.

The institution has 23 clean and spacious classrooms for a better learning environment. The institute provides a sizable collection of books in its library along with a research & development room for the staff members. The other facilities include examination room, Principal's cabin, Administration room, and counseling room. For the protection, safety and security as well as for disciplinary purposes, the institution's premises have been kept under CCTV surveillance. The sound system is also in place which is utilized for various college-related events. At present there are 5 projectors available in 4 classrooms & one in the computer lab. There is one more portable projector which is used as and when need arises. Apart from this there is Bio-metric system utilized for keeping the attendance record of the staff members. 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. Washroom facility for students on each floor is available for girls and boys separately.

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

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 cultural activities, sports events, 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, and extracurricular activities. The college has a playground of approximately 1 acre for various outdoor games viz. kabaddi, kho-kho, cricket, volleyball, etc. The college sports ground is utilized for day-to-day practice sessions and various sports activities organized by the college. College gymkhana provides facilities for indoor games like carom, chess, table tennis, snooker etc.

Further, in order to promote the sports cultural in the college various competitions are organised. Committees, student representatives are also appointed. The college has appointed an attendant to look after and supervise the indoor games. The college Gymkhana Committee keeps coordination with indoor game attendant.

For promoting and inculcating cultural activities among the students, the college has an intensive auditorium of seating capacity of 400 persons with area of approximately 3937 Sq. Ft. and various instruments including keyboard, harmonium and drums.

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.

4

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)

62902

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- Name of ILMS software- Zinan Technology (webtek)
- Nature of automation (fully or partially)- Partially
- Version- 1.0
- Year of Automation - 2018-19

File Description	Documents
Upload any additional information	View File
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)

26827.00

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - 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

22

File Description	Documents
Any additional information	View File
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

The college is always giving the highest priority to keep up with the latest trends in information technology that are coming into the academic arena. It always strived to maintain the state of the computer laboratories and other ICT facilities in the campus. The institution has designated a computer lab for curriculum practical sessions. There are 21 machines in the computer lab along with one printer.

In addition, the college library has 07 computers out of it 05 machines are with internet facilities which are accessible to all students. The College library has 2 more computers for library staff for recording their day-to-day transaction of books.

There are 9 computers in the college administrative office along with 8 printers out of which one printer is connected by a network. Office staff use their computers for online work related to university such as enrolment, admission, examination, and joint director office related work like salary bill. Even scholarship related work is carried out online in the office. Office computers has one tally server for accounting work. College has updated license copies of MS-Office, antivirus, and Tally.

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

4.3.2 - Number of Computers

26+2 laptop

File Description	Documents
Upload any additional information	View File
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	No File Uploaded
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)

296551

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
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.

College provides holistic education so equipment's and facilities of all kinds are provided to students and staff. College management ensures that adequate resources are provided for best teaching learning it includes books, e-resources and other digital material. The text books and reference books are aided every year. Heads of departments, members of the faculty and students 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 Power Point Presentation are maintained through the services of personnel dedicated to this purpose. The internet bandwidth is upgraded to 15 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. Students bring their concerns to the attention of their respective mentors or the Principal during time of mentor meeting or through the Students' Council or through suggestion box. 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.

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

155

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

2

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

C. 2 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
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

1005

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

1005

File Description	Documents
Any additional information	View File
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 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

A. All of the above

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

03

File Description	Documents
Self-attested list of students placed	View File
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

37

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

0

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

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)

The Student council is formed by the selected class representative from each class. The student's council plays a key role in bringing students and teachers together in organising activities for benefit of the students. The following activities are held under the same: virtual teacher's day, farewell for third year students. Student council helps to organise various institutional activities held throughout the year like fresher's party, friendship day traditional day, annual day dance, signing etc. Student council also organises programs for the festivals such as Diwali and Christmas. Apart from this the student representatives are in regular contact with subject teachers and heads of departments to resolve students' academic as well as other issues. Teachers have been involved in counselling students who approach them in matters about personal issues.

The student's council looks after the welfare of the students and promotes a democratic outlook, civic sense and spirit of oneness. The members of the student's council support the Board of Students Development. Students Council provides a platform to students for co-curricular and extra-curricular activities like culture& sports. The active involvement of the class representatives motivates the students to participate in the programmes undertaken

by various departments in the college and ensures maximum participation of students. Members of the Students Council involved in the smooth functioning of day-to-day administration.

Students are nominated for Library Advisory committee, College Development Committee , IQAC, Sport Committee, Cultural Committee, ICC committee.

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

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

22

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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)	View File

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

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

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

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Our college Vision is "to be universally respected institution for social and economic upliftment of students of vicinity area by providing value-based and qualitative education."

In the light of this vision, our management encourage the admissions of first generation learners. Efforts are made to enhance the quality of these students by conducting various soft skill related and Carrere related activities. To boost their morals, college organize various activities such as classroom presentations, team work, as well as motivate them to participate in organizing events. College also has placement cell to provide appropriate employment for such students.

The institutional philosophy and history might prove as a major determinant of decentralisation in some areas. It is also observed at the same time that combining both centralised and decentralised approaches is indispensable for leading and enhancing education. Institutional decision-making promotes autonomy and empowerment at the organisational level. To further accelerate this process the institution also went the extra mile by helping the students by providing counselling services to students and also their parents in this manner the institution has taken extraordinary efforts to accomplish its vision and help the students in getting into offline mode. Which they provided extra notes such as PPT, and

also conducted remedial classes to make them well-versed with offline education. The staff to relive students from their mental stress various cultural and sports activities were conducted by the college. Which acted as a stress buster in this situation.

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

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

As a part of administrative decentralisation and participative management, various bodies and committees are constituted to monitor all academic, administrative and research activities.

Thus, the institution promotes a philosophy of decentralization and participative management. It contemplates the policy in decision-making, planning, administration and office management. The institution frequently makes changes in all the committees on a rotation basis in order to equip all the staff with varied skills and responsibilities. Decentralization has the potential to improve education quality and learning outcomes. It helps in monitoring institutional performance teacher's professional development, developing relationship between parents, teachers and management. Our Institution practices decentralization and participative management as a part of it we involves students in decision making process.

The institution has its office bearers appointed on a rotation basis through election taking place after every three years the advantage of this decentralisation system is that the institution gets to experience varied leadership styles and skills of different leaders.

The principal are positively empowered to plan academic activities for the smooth functioning of the college. IQAC has the liberty to formulate good policies and their implementation discussed and planned during planning board meetings. HODs and Coordinators of Departments regularly plan, implement, finalize and shape activities given the available resources by conducting departmental meetings.

The College development committee also sees to it that responsibilities are just not allotted on a seniority basis to the staff but also considers their performance and skills in taking such decisions.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

VALUE-BASED LEARNING: Through Value based education, the students are developed into people with strong character and values who know how to utilize their knowledge for the advantage of mankind. Our institution gives special importance to Value Education to promote communal harmony. Activities are planned and organised for the same. Diwali Pahat & Natal Sandhya help to imbibe these values in students and teachers.

FINANCIAL AID FOR POOR STUDENTS: College staff members contribute the amount personally from their end and help the financially backward students by providing financial assistance in fees. This practice had helped many students to continue their education during the pandemic. 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.

SKILLS: Improving the specialized capacities of students and keeping the feeling of social responsibility is the the uniqueness of the organization to satisfy the vision and mission. The majority of the students are from a region that has a place with low pay bunch and are first-generation students, our college give them a stage to accomplish scholastic greatness and furthermore gives them self-reliance through upgrading their Employability Abilities.

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

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.

The governing body being at the pinnacle of the institution consisting of the President, Vice-President, Secretary, Treasurer and other members. It gives direction to the college to formulate academic aims and objectives of the institution and guides towards the achievement of the same.

The Principal was appointed on 25th March 2022 through systematic UGC procedures. The Principal ensures the proper conduct of all the academic, research and extension activities, revises the policies and procedure, administers the budget and regular assessment of the staff takes place and monitor the facilities through constant follow-ups and meetings with the staff of the institutions.

The IQAC coordinator is a significant authority responsible for all quality matters. The IQAC coordinator initiates, plans and supervises varied activities which are necessary to upgrade the quality of education imparted in the institution.

The departmental heads make sure that the academic calendar provided by the university is implemented effectively. They lead, manage and develop the department to ensure it achieves the highest possible standards of excellence in all its activities. They also nurture the general discipline of students and staff of the department.

The office superintendent, librarian and all course coordinators, HOD's ensure the smooth functioning of day-to-day activities under the direct supervision of the Principal

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	View File

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	View File
Screen shots of user inter faces	View File
Any additional information	View File
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

The most effective ways of improving the workplace environment can be ensured through modifying the employee-employer environment interface. This can be best achieved by the management by providing good infrastructure and necessary equipment, required for the smooth functioning of day-to-day activities such as computers, software, air conditioning in computer lab, rest room, and required furniture from time to time. Keeping in view the financial safety of employees the management contributes amount towards provident fund of self-finance section employee as per PF rules. Management also made provision of the gratuity amount in annual budget for the self-finance employees. As per the guidelines given by the government the management provides 90 days full paid maternity leave to the female employees. Special section

with Wi-fi facility is made in the library to carry research work in a conducive environment. This facility also encourages research culture among teachers and students. The teachers and non-teaching staff are monetarily motivated to participate in workshops and conferences in city and outside the city. The college has provided comfortable uniform and uniform washing allowance to the peons. This helps in keeping the morale and motivation of the support staff high so can perform their task efficiently. The college administration regularly organizes staff picnics, birthdays, teacher's day and other days like Women's Day, Men's Day for the staff

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

18

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

0

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	No File Uploaded
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)	No File Uploaded

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

3

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

The institution has a performance-based appraisal system for the teaching staff. The objective is evaluate the performance as per established norms but also to identify potential aspects for improvement that can eventually lead to further progress and

growth of employee. the teacher's performance is appraised through his/her implementation of innovative teaching and evaluation methodologies used by them. Besides this students' feedback and passing percentage in the respective subject are also taken into consideration. The performance of each faculty is assessed according to the annual self-appraisal forms which are filled by each faculty and are reviewed by the principal and the IQAC team. Principal and the IQAC makes continuously make efforts to inspire and encourage the strengths of staff members. They gives necessary recommended actions to the concern staff as and when required which results in the overall progress of the faculty members. Methods such as APT, CAS are implemented for the aided staff as per UGC guidelines. Productivity and competencies to appraise them in a positive and consistent manner.

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

Qualified internal and external auditors are appointed to evaluate accounts of the institute. Audit of major receipts and payments done in advance. Internal auditors recheck all the expenses incurred and payments done. Internal auditor carry out auditing task on quarterly basis to examine the financial statements.

All the required 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 cyber-attacks and ransom ware. Internal and external auditors are appointed by the management.

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)

3

File Description	Documents
Annual statements of accounts	No File Uploaded
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

Mobilization of funds provides capital needed to cover costs before taking up any project which include the transfer of manpower and equipment's which act as important resources. It empower organisations sustainability and service provision to its various stakeholders.

The effective and efficient use of the financial resources is monitored by office bearers. As per the budget requirement of individual departmental funds are allocated and expenditure on activities checked by accountant, office superintendent, and Principal. The sanctioned budget for the department is 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. The recurring expenses and capital expenditure are projected to be within the estimated resources, deficit budget is not encouraged.

The grants received by the college are also audited by certified auditors. Effective utilisation of infrastructure is ensured through the appointment of adequate and well qualified lab technicians and system administrators.

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

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

The IQAC has been performing the following tasks on a regular basis:

1. Improvement in quality of teaching and research by regular inputs to all concerned based on feedback from students.
2. Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff.
3. Providing inputs for Academic and Administrative Audit and analysis of results for improvement in areas found weak.

Students and staff give feedback and suggestions on teaching and administrative performance through the Suggestion Box or email. The IQAC has immensely contributed to the implementation of quality

assurance strategies and processes at all levels.

The Institute IQAC regularly meets every three months.

The Institute IQAC prepares, evaluates and recommends the following for approval by the relevant Institute and Govt. statutory authorities:

- (a) Annual Quality Assurance Report (AQAR)
- (b) Self-Study Reports of various accreditation bodies (AAA, NAAC,)
- (c) Performance Based Appraisal System (PBAS) for Career Advancement Scheme (CAS)
- (d) Stakeholder's feedback
- (e) Process Performance & Conformity
- (f) Action Taken Reports (
- g) New Programmes as per National Missions and Govt. Policies

File Description	Documents
Paste link for additional information	Nil
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 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. IQAC ensures these initiatives are inline with the University of Mumbai guidelines.

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://sjcollege.in/wp-content/uploads/2022/12/IQAC-COMMITTEE-MEEETINGS-2021-2022.pdf
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)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Institute has been insightful and pro-active in dealing with the issues and concerns pertaining to gender equity and sensitization in all the courses conducted in the college in under graduate and post graduate sections. The gender issues are discussed as a part of the teaching learning process of various course contents viz: prose, poetry, fiction, drama, etc. NSS, mentor-mentee cell, anti-ragging cell, grievance redressal cell etc. which provide a vibrant platform to conduct awareness campaigns, lectures, rallies, and interactive sessions to address various concerns

towards gender equality of our students and always try to make different facilities available for them. Concerns regarding security and safety are addressed by the college through different means. We have approximately more than 60% female staff members which indicates institutional policy towards women empowerment.

Annual gender sensitization activities:

Every year the institute organizes programs on gender sensitization. Institute does not keep this activity confined only to college but also takes out rallies and stages street- plays to create awareness in masses. On 13th October, 2021 college organized webinar on "Make Your Tough Days Easy" with Dr. Neeta Muntode (Consulting Gynaecologist) was not only attended by our girl students but also by their mothers, sisters and female faculties from other colleges. Many participants from outside our college (from our community) actively participated in the session and got their queries answered by the expert.

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	https://sjcollege.in/wp-content/uploads/2023/01/7.1.1-Proof.pdf

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

C. Any 2 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

We follow the proverbial saying, 'Prevention is better than cure', meaning, it is better to alleviate something hazardous or deleterious from happening than it is to deal with it before it gets cropped up and become intense.

College works for solid waste management in campus. St. Joseph College is totally pollution free campus. The first NAAC committee admired the neat and clean campus and solid-waste management system, in the college premises we have two different types of dustbins which are used for separation of dry waste material and wet waste material. Local government agency regularly picks up waste material.

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

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:

C. Any 2 of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered

vehicles

3. Pedestrian-friendly pathways

4. Ban on use of plastic

5. Landscaping

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

A. Any 4 or all of the above

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

D. Any 1 of the above

of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
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).

To encourage inclusive environment towards cultural, regional, linguistic, communal socioeconomic and other diversities college conducts various programmes. The NSS, DLLE and cultural sections play a leading role in conducting various activities towards inclusive environment. Various completions such as poster making, slogan writing, street plays, poetry writing etc. focuses the theme of inclusive environment. Following is the list of programs conducted by various organisations in the current academic year to promote inclusive environment in the college premises and in the society.

24th September to 2nd October 2021. E-Poster making competition was arranged to mark the week. The theme of the competition was "Corona & Social Responsibility".

Webinar on 2nd October 2021 on the topic "Gandhian Philosophy".

Webinar on the occasion of "National Unity Day" on 31st October 2021.

On 1st December 2021 NSS had organized Aids awareness rally

On 10th December 2021 NSS organised as Webinar "World Human Rights Day". Resource person elaborated the importance of fundamental and human rights.

On 18th December, 2021 a seminar had been organised on the topic

"Minority Rights".

On 12th January, 2022 college celebrate National Youth Day

National Voters Day

On 25th January 2022 NSS had organised webinar to highlight the importance of National Voter Day .

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	No File Uploaded

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

The education system of today is imparting knowledge but some how it lacks to imbibe the sense of responsibility and spirit of nationality among the students. Everyone of us is conscious of the rights but has forgotten duties and responsibilities as the citizen of the country. In order to address these issues, the institution has undertaken various activities accordingly to sensitize the young minds of the learners and the staff working with the institution.

NSS Department had organized offline seminar on the topic "Law Related Property" for the students and community on 9th October, 2021. Three judges from civil and session courts viz. Judge Sudhir Deshpande, Judge Y.A. Jadhav and Judge Musale were invited for the same.

On the occasion of World Human Rights Day NSS Department had organized online webinar on 10th December 2021. Alumni Adv. Mitali Churi was invited as resource person. She elaborated the importance of Fundamental and Human rights.

NSS Department had organized offline seminar on Indian Constitution and Youth on 15th December 2021. Mr. Shashikant Sonawane was invited as resource person.

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

D. Any 1 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

NSS Week was celebrated from 24th September to 2nd October 2021. E-Poster making competition was arranged to mark the week. The theme of the competition was Corona & Social Responsibility.

NSS department had arranged online webinar on 2nd October 2021 on the topic " Gandhian Philosophy". Ex Student Mr. Maxwell Lopes was invited as resource person.

NSS Department had organized webinar on the occasion of National

Unity Day on 31st October 2021. Incharge Principal Dr. Subhash D'souza was invited as resource person.

To mark the International Aids Day NSS Department had organized Aids Awareness Rally on 1st December 2021.

On the occasion of World Human Rights Day NSS Department had organized online webinar on 10th December 2021. Alumni Adv. Mitali Churi was invited as resource person. She elaborated the importance of Fundamental and Human rights.

NSS Department had organised offline seminar on the topic Minority Rights on 18th December 2021. Adv. Stevina Dodti was invited as resource person

National Youth Day

In order to celebrate National Youth Day, NSS Department had organised online webinar for the all the college students on 12th January, 2022. Assit. Prof. Jagdish Sansare was invited as resource person.

National Voters Day

NSS Department had organised online webinar to highlight the importance of National Voter Day on 25th January 2022. Dr. Clemntine Rebello was invited as resource person. The pledge was taken by students on this occasion.

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

1. Title of the Practice Grand Farmers Fair / Shetkari Melava

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:

Our college is surrounded by farming and fishing villages. So we have quite good number of students from both the communities. The farmers from nearby area were present for this program.

The Practice: 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. He also explained the care to be taken for the crops.

Evidence of Success The farmers got to knowledge about the various chemical fertilizer used for different types of crops.. The farmers were shared with the contact numbers of resource persons to solve their further queries.

2 Marathi Bhasha Samvhardhan Pandharwada

Objectives of the Practice

To aware and to conserve Marathi language. To introduce importance of Marathi language to non-Marathi speaking students.

The Context

Department of Marathi organized this program to inculcate significance of Marathi among the young generation. For the same worldwide speakers were invited. Honourable Joint Director, Higher Education, Panvel region Mr. Sanjay Jagtap & Dr. Kalyani Masade (Russia), Tanuja Pradhan (America), Srirang Kelkar (Singapore) addressed the students.

The Practice

Speakers explained the importance of Marathi language.

Evidence of Success

Admission for Marathi Literature continuously has been increased since last two years.

File Description	Documents
Best practices in the Institutional website	https://sjcollege.in/wp-content/uploads/2022/12/Institutional-Best-Practices.pdf
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

St. Joseph College of Arts and Commerce was established by Dnyandeep Mandal in 1995. The college is located in educationally and economically backward coastal part of Palghar district. The college was established in response to the dire needs of the young generation of peasants and the landless workers and poor and downtrodden inhabitants of the region, who instead of academic brilliance had no hope for higher education. The college fulfils its mission of creating an educational environment for the development of such people under the scholarly guidance of the pioneers, President and Management, Principal, Teaching, Nonteaching staff and with proper representation of students in various committees. The distinctiveness of the institution lies in the "Socio-economic upliftment of first generation learners and Women Empowerment through Quality Education. We reach to the community to convince the parents to send their ward to the college instead of engaging children in traditional business such as fishing and farming.. We provide admission to such students with minimum fees. We provide them book bank facility, government and non-government scholarships. The teacher mentors motivate them in their studies as well as to participate in various co-curricular activities.

The college was the result of a noble and shining vision to develop this backward region through education based on human values, social responsibility and patriotism.

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

- At the beginning of the semester Objective Driven Teaching Planis prepared and every teacher follows an 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 levels has been standardized to be consistent with the norms of the university protocol and prescribed format.
- The college declares the university and college examinations dates well in advance so that the students get ample time to prepare for examinations and the teachers complete the curriculum in time.
- Students prepare projects, do presentations as a part of their internal evaluation for the various under graduate and post graduate subject.
- Guest lectures are conducted throughout the year to create an interface between industry, subject experts and the students.
- Due to the pandemic this year college has conducted less field visits but the gap was filled by virtual visits. Students of subject Rural Development & DLLE taken the advantage of it. College declares all the college examinations within the time limit given by the university.
- The list of holidays as per university and state circulars is put on the notice board.
- Remedial teaching and add-on courses are planned at department level as per the need.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://sjcollege.in/wp-content/uploads/2022/12/AY-Cal-2021-22.pdf

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

- Academic calendar is prepared and displayed at the beginning of academic year for all stakeholders.
- Regular class tests held in the month of January and March 2022, and, project work were assigned to FY, SY and TY students under the subjects as a part of the evaluation for all programs March 2022.
- Online orientation program was conducted for newly admitted first-year students to make them aware of rules, regulations and examination system of under graduate and post graduate sections.
- Every department submits an activity calendar for the year, which they try and adhere to. The activities enhance and supplement the syllabus plan in the month of June.
- Teachers prepare their "teaching plans" at the commencement of each semester, as per the number of lectures allotted in the university syllabus for each unit, for the effective completion of the syllabus.
- Students prepare the project and do presentations as a part of their internal evaluation for the subject foundation course . Here the students are guided about how to prepare a project. They are encouraged to interact with teachers as and when they need guidance. Where as in PG section there is mandatory dissertation in semester four. As per the subject choice of the students the guides/supervisors are assigned to them.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution

C. Any 2 of the above

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

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

9

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)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

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. The institute organises various activities and webinars in college to inculcate human values, professional ethics, environment consciousness, and gender sensitivity. Out of 318 courses taught in the college 36 courses have relevance to the cross cutting issues. For example Environmental Studies course taught at FYBCom deals with Environmental aspects and Sustainable development, subject business law, business ethics & CSR, foundation course, human resource management speaks about business regularity frame work based on ethics, gender and human values. In addition programmes relevant to the cross cutting issues are organised by the co and extra-curricular cells as follows -

- "Green week" was celebrated by Environment cell of college from 28th, February to 5th March, 2022.
- Seminar was conducted on the "Indian constitution and its effect on youth" on 1st December, 2021 by NSS and Career Katta.
- Workshop on "Minority rights" was conducted by the NSS

department on 18th December, 2021.

- Workshop on "RTI" was conducted on 30th March, 2022.
- "Shetkari Melava" a grand farmer's fair was organized on 16th March, 2022.
- Webinar on "Developing health and hygiene" was organized on 10th March, 2022.
- Women Development Cell of the college organized "Six days workshop for women empowerment" seminar, which started from 01st February, 2022.

File Description	Documents
Any additional information	View File
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

16

File Description	Documents
Any additional information	View File
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

913

File Description	Documents
Any additional information	View File
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	https://sjcollege.in/wp-content/uploads/2022/12/1.4.1-Feedback-21-22.pdf
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	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://sjcollege.in/wp-content/uploads/2022/12/1.4.1-Feedback-21-22.pdf

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

1329	
File Description	Documents
Any additional information	View File
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	View File
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>The teachers identify advanced learners and slow learners based on their performance in internal and external examinations. Also some departments use criteria like less marks in internal and external evaluation, less participation in class room discussion and they find difficulty in solving certain complex problems.</p> <p>A slow learner needs more time, attention and often more resources from the teachers to cop up with the studies. Special attention is given to the slow learners in the college. Sometime even their parents are called to discuss the issues related to studies. Slow learners are strongly supported parents and teachers jointly. All the subjects' teachers are conducting remedial lectures and during these lectures revision of the difficult topics conducted by the teachers.</p> <p>Advanced learners are provided additional opportunities and are encouraged to participate in various activities like inter-collegiate competitions, webinars, etc. to sharpen their knowledge and skills. Some carry out research activities with</p>	

help of teachers, act as mentor for the slow learner. As per the strengths of students, assignments and projects are given which are checked by the teacher and the student is encouraged to overcome the weaknesses.

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

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

Number of Students	Number of Teachers
1329	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

To have student centric education, in the subject Rural Development and History students were taken to field visits. B.Com and B.A.F. students visited SEBI. In the subject of Foundation Course and Communication Skills students do presentations on various relevant topics. The college encourages a teaching methodology which focuses on imparting education through a student centric approach.

Virtual field visit: In this pandemic situation Rural Development 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.

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 the departments and teachers are well equipped with ICT technology. They used Google meet , Google Classroom and Zoom software's to engage lectures during the lockdown period of the pandemic. Digital notes, reading material, question banks, PPTs are circulated to the students on Google classrooms , emails and WhatsApp groups. Online assignments in soft form collected from students. Even practical teaching and evaluation conducted online. G-Suite was purchased by the institute to enable faculty to conduct online teaching learning process.

Availability of computers, laptops, various software's, slide projectors, internet connection, wifi etc. helped teachers to reach up to the students during pandemic. With the help conventional methods of teaching and use of ICT technology faculty members made effective use of PPTs, video clips, audio clips, online sources etc. to enable the students for theoretical and practical learning.

In college four classrooms are fully equipped with LCD/Computers. 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. 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.

College has arranged number of webinars as and when needed for over all development of the students

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

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)	No File Uploaded
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

9

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**

12

File Description	Documents
Any additional information	View File
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 a religious minority institution. College strictly follows the guidelines and directions issued by Mumbai University regarding evaluation of students. The undergraduate level first to third year BBI, BMS, BAF follows the Choice Based Credit System (CBCS) of 75: 25 pattern. Here 25 marks evaluation is carried out as internal and 75 marks evaluation carried out as external. In the aided sections such as BA and BCOM, Choice Based Credit System (CBCS) of 100 marks pattern is followed except in subject Rural Development /Foundation Course. In both the subjects internal evaluation is of 25 marks. In aided and self-finance section allowed to keep term (ATKT) system is permitted as per the rules given by University

of Mumbai.

At post graduate levels i.e. at MA and MCOM sections, CBCS 60:40 pattern is followed. Here internal evaluation is of 40 marks and external evaluation is of 60 marks. The PG section follows the University guidelines for a robust and fair internal evaluation. Approved PhD guides supervise PG student's dissertation work. The Internal evaluation is done at regular intervals to address any learning issue at the earliest.

The college informs students about university circulars and notices regarding examination through the college website, display on student's notice board and class wise circulation. Unfair means committee and grievances committee monitors the evaluation process.

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 and university rules are followed during the conduct of the internal examination. In current academic year due the pandemic online internal assessments were conducted. The students were allowed to reappear for examination those they had missed as per the norms prescribed by the University.

Redressal of grievances at Departmental level:

The continuous evaluation of students is carried out by faculty in the theory lectures or through the given projects, assignments, class tests etc. The marks are allotted based on their performance are displayed on the notice board. The student approaches the concerned teacher regarding any grievance. 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 case of the grievance not getting resolved at the Departmental level, the student can meet the Exam In-charge personally. As per the nature of issue examination committee can refer the case to the grievances committee and issue is 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 and course outcomes are displayed on website and communicated to the students in the beginning of each semester. And special attention is given to attainment of those while teaching, planning supplementary activities and evaluation.

For example:

B.Com program will enable students to develop business acumen, managerial skills and abilities, and be capable of maintaining business accounts.

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

M.COM Program provides a systematic and rigorous learning and exposure to finance related disciplines.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://sjcollege.in/wp-content/uploads/2022/04/Programme-Course-Outcome.pdf
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

Analysis of Academic Performance of Students:

The departments determine completion of the course outcomes through the analysis of results. It is also based on internal and external marks obtained by the students. The analysis enables the teachers to understand if the course objectives are attained or not. The college evaluates the level of attainment of POS, PSOs and COs through analysis of marks scored in theory, practical, projects, viva and assignments. Not just outcome through results but also their progression in career is considered. Apart from this attainment through personal observation in the classroom like student's response for particular question, their depth knowledge by adding few new thoughts in interaction with teachers.

Extra and Co-curricular Activities: Active involvement and performance in the extracurricular and co-curricular activities are also a marker of the attainment of program outcomes.

Feedback: The feedback from various stakeholders like parents, students are taken regularly.

Placement: Placement Cell of the college is actively involved placing graduates and post graduates students at the right place. It indicates the attainment of program specific objectives.

Academic Progression: The students' progression from UG to PG and PG to research, professional courses or entrepreneurship is also considered while evaluating the program.

File Description	Documents
Upload any additional information	No File Uploaded
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

483

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	View File
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)

[Nil](#)

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)

00

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

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

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

00

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

Analysis of Academic Performance of Students:

The departments determine completion of the course outcomes through the analysis of results. It is also based on internal and external marks obtained by the students. The analysis enables the teachers to understand if the course objectives are attained or not. The college evaluates the level of attainment of POS, PSOs and COs through analysis of marks scored in theory, practical, projects, viva and assignments. Not just outcome through results but also their progression in career is considered. Apart from this attainment through personal observation in the classroom like student's response for particular question, their depth knowledge by adding few new thoughts in interaction with teachers.

Extra and Co-curricular Activities: Active involvement and performance in the extracurricular and co-curricular activities are also a marker of the attainment of program outcomes.

Feedback: The feedback from various stakeholders like parents, students are taken regularly.

Placement: Placement Cell of the college is actively involved placing graduates and post graduates students at the right place. It indicates the attainment of program specific objectives.

Academic Progression: The students' progression from UG to PG and PG to research, professional courses or entrepreneurship is also considered while evaluating the program.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sjcollege.in/wp-content/uploads/2022/12/1.4.1-Feedback-21-22.pdf

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

2

File Description	Documents
Report of the event	View File
Any additional information	View File
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

0

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)	No File Uploaded
Any additional information	View File

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

0

File Description	Documents
Any additional information	No File Uploaded
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

38

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

As our institution fundamentally believes in nurturing our students with social values and responsibilities by propagating extension activities in the nearby vicinity and involving actively with the community people. These programs help them to develop social values and knowledge about their responsibilities towards the community with an objective of creating exemplary citizens.

The institute organizes various programs under extension and outreach programs such as:

- Shetkari Melava :
- Blood donation camps
- Pan card drive
- Voters Drive : To promote awareness amongst the students and community youth about their fundamental duties and responsibilities towards nation building.
- International Aids Day : To spread awareness about HIV/Aids prevention and to show care and support to the individuals suffering with the disease.
- Law Related Property : To educate the community about various laws regarding properties and minimize the disputes taking place due to lack of knowledge.
- Awareness about Artificial Intelligence : To foster a deeper understanding among the youth of today about AI technology and inspiring the youth to take up AI enabled career.
- Question Casket on Make Your Tough Days Easy : To educate the girl students and the women of the society about the myths and hygiene regarding the menstrual cycle and precaution necessary to be taken in maintaining women health.

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

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

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

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

0

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

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

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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. Management take the stock of the infrastructure periodically in the CDC meetings.

The institution has 23 clean and spacious classrooms for a better learning environment. The institute provides a sizable collection of books in its library along with a research & development room for the staff members. The other facilities include examination room, Principal's cabin, Administration room, and counseling room. For the protection, safety and security as well as for disciplinary purposes, the institution's premises have been kept under CCTV surveillance. The sound system is also in place which is utilized for various college-related events. At present there are 5 projectors available in 4 classrooms & one in the computer lab. There is one more portable projector which is used as and when need arises. Apart from this there is Bio-metric system utilized for keeping the attendance record of the staff members. 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. Washroom facility for students on each floor is available for girls and boys separately.

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

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 cultural activities, sports events, 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, and extracurricular activities. The college has a playground of approximately 1 acre for various outdoor games viz. kabaddi, kho-kho, cricket, volleyball, etc. The college sports ground is utilized for day-to-day practice sessions and various sports activities organized by the college. College gymkhana provides facilities for indoor games like carom, chess, table tennis, snooker etc.

Further, in order to promote the sports cultural in the college various competitions are organised. Committees, student representatives are also appointed. The college has appointed an attendant to look after and supervise the indoor games. The college Gymkhana Committee keeps coordination with indoor game attendant.

For promoting and inculcating cultural activities among the students, the college has an intensive auditorium of seating capacity of 400 persons with area of approximately 3937 Sq. Ft. and various instruments including keyboard, harmonium and drums.

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.

4

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)**

62902

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

- Name of ILMS software- Zinan Technology (webtek)
- Nature of automation (fully or partially)- Partially
- Version- 1.0
- Year of Automation - 2018-19

File Description	Documents
Upload any additional information	View File
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)

26827.00

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - 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

22

File Description	Documents
Any additional information	View File
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

The college is always giving the highest priority to keep up with the latest trends in information technology that are coming into the academic arena. It always strived to maintain the state of the computer laboratories and other ICT facilities in the campus. The institution has designated a computer lab for curriculum practical sessions. There are 21 machines in the computer lab along with one printer.

In addition, the college library has 07 computers out of it 05 machines are with internet facilities which are accessible to all students. The College library has 2 more computers for library staff for recording their day-to-day transaction of books.

There are 9 computers in the college administrative office along with 8 printers out of which one printer is connected by a network. Office staff use their computers for online work related to university such as enrolment, admission, examination, and joint director office related work like salary bill. Even scholarship related work is carried out online in the office. Office computers has one tally server for accounting work. College has updated license copies of MS-Office, antivirus, and Tally.

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

4.3.2 - Number of Computers

26+2 laptop

File Description	Documents
Upload any additional information	View File
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	No File Uploaded
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)

296551

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
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.

College provides holistic education so equipment's and facilities of all kinds are provided to students and staff. College management ensures that adequate resources are provided for best teaching learning it includes books, e-resources and other digital material. The text books and reference books are aided every year. Heads of departments, members of the faculty

and students 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 Power Point Presentation are maintained through the services of personnel dedicated to this purpose. The internet bandwidth is upgraded to 15 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. Students bring their concerns to the attention of their respective mentors or the Principal during time of mentor meeting or through the Students' Council or through suggestion box. 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.

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

155

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

2

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

C. 2 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
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

1005

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

1005

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student 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

A. All of the above

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**

03

File Description	Documents
Self-attested list of students placed	View File
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

37

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

0

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

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)

The Student council is formed by the selected class representative from each class. The student's council plays a key role in bringing students and teachers together in organising activities for benefit of the students. The following activities are held under the same: virtual teacher's day, farewell for third year students. Student council helps to organise various institutional activities held throughout the year like fresher's party, friendship day traditional day, annual day dance, signing etc. Student council also organises programs for the festivals such as Diwali and Christmas. Apart from this the student representatives are in regular contact with subject teachers and heads of departments to resolve students' academic as well as other issues. Teachers have been involved in counselling students who approach them in matters about personal issues.

The student's council looks after the welfare of the students and promotes a democratic outlook, civic sense and spirit of

oneness. The members of the student's council support the Board of Students Development. Students Council provides a platform to students for co-curricular and extra-curricular activities like culture & sports. The active involvement of the class representatives motivates the students to participate in the programmes undertaken by various departments in the college and ensures maximum participation of students. Members of the Students Council involved in the smooth functioning of day-to-day administration.

Students are nominated for Library Advisory committee, College Development Committee, IQAC, Sport Committee, Cultural Committee, ICC committee.

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

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

22

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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)	View File

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

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

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	View File

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

Our college Vision is "to be universally respected institution for social and economic upliftment of students of vicinity area by providing value-based and qualitative education."

In the light of this vision, our management encourage the admissions of first generation learners. Efforts are made to enhance the quality of these students by conducting various soft skill related and Carrere related activities. To boost their morals, college organize various activities such as classroom presentations, team work, as well as motivate them to participate in organizing events. College also has placement cell to provide appropriate employment for such students.

The institutional philosophy and history might prove as a major determinant of decentralisation in some areas. It is also observed at the same time that combining both centralised and decentralised approaches is indispensable for leading and enhancing education. Institutional decision-making promotes

autonomy and empowerment at the organisational level. To further accelerate this process the institution also went the extra mile by helping the students by providing counselling services to students and also their parents in this manner the institution has taken extraordinary efforts to accomplish its vision and help the students in getting into offline mode. Which they provided extra notes such as PPT, and also conducted remedial classes to make them well-versed with offline education. The staff to relive students from their mental stress various cultural and sports activities were conducted by the college. Which acted as a stress buster in this situation.

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

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

As a part of administrative decentralisation and participative management, various bodies and committees are constituted to monitor all academic, administrative and research activities.

Thus, the institution promotes a philosophy of decentralization and participative management. It contemplates the policy in decision-making, planning, administration and office management. The institution frequently makes changes in all the committees on a rotation basis in order to equip all the staff with varied skills and responsibilities. Decentralization has the potential to improve education quality and learning outcomes. It helps in monitoring institutional performance teacher's professional development, developing relationship between parents, teachers and management. Our Institution practices decentralization and participative management as a part of it we involves students in decision making process.

The institution has its office bearers appointed on a rotation basis through election taking place after every three years the advantage of this decentralisation system is that the institution gets to experience varied leadership styles and skills of different leaders.

The principal are positively empowered to plan academic

activities for the smooth functioning of the college. IQAC has the liberty to formulate good policies and their implementation discussed and planned during planning board meetings. HODs and Coordinators of Departments regularly plan, implement, finalize and shape activities given the available resources by conducting departmental meetings.

The College development committee also sees to it that responsibilities are just not allotted on a seniority basis to the staff but also considers their performance and skills in taking such decisions.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

VALUE-BASED LEARNING: Through Value based education, the students are developed into people with strong character and values who know how to utilize their knowledge for the advantage of mankind. Our institution gives special importance to Value Education to promote communal harmony. Activities are planned and organised for the same. Diwali Pahat & Natal Sandhya help to imbibe these values in students and teachers.

FINANCIAL AID FOR POOR STUDENTS: College staff members contribute the amount personally from their end and help the financially backward students by providing financial assistance in fees. This practice had helped many students to continue their education during the pandemic. 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.

SKILLS: Improving the specialized capacities of students and keeping the feeling of social responsibility is the the uniqueness of the organization to satisfy the vision and mission. The majority of the students are from a region that has a place with low pay bunch and are first-generation students, our college give them a stage to accomplish

scholastic greatness and furthermore gives them self-reliance through upgrading their Employability Abilities.

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

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.

The governing body being at the pinnacle of the institution consisting of the President, Vice-President, Secretary, Treasurer and other members. It gives direction to the college to formulate academic aims and objectives of the institution and guides towards the achievement of the same.

The Principal was appointed on 25th March 2022 through systematic UGC procedures. The Principal ensures the proper conduct of all the academic, research and extension activities, revises the policies and procedure, administers the budget and regular assessment of the staff takes place and monitor the facilities through constant follow-ups and meetings with the staff of the institutions.

The IQAC coordinator is a significant authority responsible for all quality matters. The IQAC coordinator initiates, plans and supervises varied activities which are necessary to upgrade the quality of education imparted in the institution.

The departmental heads make sure that the academic calendar provided by the university is implemented effectively. They lead, manage and develop the department to ensure it achieves the highest possible standards of excellence in all its activities. They also nurture the general discipline of students and staff of the department.

The office superintendent, librarian and all course coordinators, HOD's ensure the smooth functioning of day-to-day activities under the direct supervision of the Principal

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	View File

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	View File
Screen shots of user inter faces	View File
Any additional information	View File
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

The most effective ways of improving the workplace environment can be ensured through modifying the employee-employer environment interface. This can be best achieved by the management by providing good infrastructure and necessary equipment, required for the smooth functioning of day-to-day activities such as computers, software, air conditioning in computer lab, rest room, and required furniture from time to time. Keeping in view the financial safety of employees the management contributes amount towards provident fund of self-finance section employee as per PF rules. Management also made provision of the gratuity amount in annual budget for the self-finance employees. As per the guidelines given by the government the management provides 90 days full paid maternity

leave to the female employees. Special section with Wi-fi facility is made in the library to carry research work in a conducive environment. This facility also encourages research culture among teachers and students. The teachers and non-teaching staff are monetarily motivated to participate in workshops and conferences in city and outside the city. The college has provided comfortable uniform and uniform washing allowance to the peons. This helps in keeping the morale and motivation of the support staff high so can perform their task efficiently. The college administration regularly organizes staff picnics, birthdays, teacher's day and other days like Women's Day, Men's Day for the staff

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

18

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

0

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	No File Uploaded
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)	No File Uploaded

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

3

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

The institution has a performance-based appraisal system for the teaching staff. The objective is evaluate the performance as per established norms but also to identify potential aspects

for improvement that can eventually lead to further progress and growth of employee. the teacher's performance is appraised through his/her implementation of innovative teaching and evaluation methodologies used by them. Besides this students' feedback and passing percentage in the respective subject are also taken into consideration. The performance of each faculty is assessed according to the annual self-appraisal forms which are filled by each faculty and are reviewed by the principal and the IQAC team. Principal and the IQAC makes continuously make efforts to inspire and encourage the strengths of staff members. They gives necessary recommended actions to the concern staff as and when required which results in the overall progress of the faculty members. Methods such as APT, CAS are implemented for the aided staff as per UGC guidelines. Productivity and competencies to appraise them in a positive and consistent manner.

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

Qualified internal and external auditors are appointed to evaluate accounts of the institute. Audit of major receipts and payments done in advance. Internal auditors recheck all the expenses incurred and payments done. Internal auditor carry out auditing task on quarterly basis to examine the financial statements.

All the required 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 cyber-attacks and ransom ware. Internal and external auditors are appointed by the management.

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)

3

File Description	Documents
Annual statements of accounts	No File Uploaded
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

Mobilization of funds provides capital needed to cover costs before taking up any project which include the transfer of

manpower and equipment's which act as important resources. It empower organisations sustainability and service provision to its various stakeholders.

The effective and efficient use of the financial resources is monitored by office bearers. As per the budget requirement of individual departmental funds are allocated and expenditure on activities checked by accountant, office superintendent, and Principal. The sanctioned budget for the department is 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. The recurring expenses and capital expenditure are projected to be within the estimated resources, deficit budget is not encouraged.

The grants received by the college are also audited by certified auditors. Effective utilisation of infrastructure is ensured through the appointment of adequate and well qualified lab technicians and system administrators.

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

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

The IQAC has been performing the following tasks on a regular basis:

1. Improvement in quality of teaching and research by regular inputs to all concerned based on feedback from students.
2. Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff.

3. Providing inputs for Academic and Administrative Audit and analysis of results for improvement in areas found weak.

Students and staff give feedback and suggestions on teaching and administrative performance through the Suggestion Box or email. The IQAC has immensely contributed to the implementation of quality assurance strategies and processes at all levels.

The Institute IQAC regularly meets every three months.

The Institute IQAC prepares, evaluates and recommends the following for approval by the relevant Institute and Govt. statutory authorities:

- (a) Annual Quality Assurance Report (AQAR)
- (b) Self-Study Reports of various accreditation bodies (AAA, NAAC,)
- (c) Performance Based Appraisal System (PBAS) for Career Advancement Scheme (CAS)
- (d) Stakeholder's feedback
- (e) Process Performance & Conformity
- (f) Action Taken Reports (
- g) New Programmes as per National Missions and Govt. Policies

File Description	Documents
Paste link for additional information	Nil
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 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.

IQAC ensures these initiatives are inline with the University of Mumbai guidelines.

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://sjcollege.in/wp-content/uploads/2022/12/IQAC-COMMITTEE-MEEETINGS-2021-2022.pdf
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)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Institute has been insightful and pro-active in dealing with the issues and concerns pertaining to gender equity and sensitization in all the courses conducted in the college in under graduate and post graduate sections. The gender issues

are discussed as a part of the teaching learning process of various course contents viz: prose, poetry, fiction, drama, etc. NSS, mentor-mentee cell, anti-ragging cell, grievance redressal cell etc. which provide a vibrant platform to conduct awareness campaigns, lectures, rallies, and interactive sessions to address various concerns towards gender equality of our students and always try to make different facilities available for them. Concerns regarding security and safety are addressed by the college through different means. We have approximately more than 60% female staff members which indicates institutional policy towards women empowerment.

Annual gender sensitization activities:

Every year the institute organizes programs on gender sensitization. Institute does not keep this activity confined only to college but also takes out rallies and stages street-plays to create awareness in masses. On 13th October, 2021 college organized webinar on "Make Your Tough Days Easy" with Dr. Neeta Muntode (Consulting Gynaecologist) was not only attended by our girl students but also by their mothers, sisters and female faculties from other colleges. Many participants from outside our college (from our community) actively participated in the session and got their queries answered by the expert.

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	https://sjcollege.in/wp-content/uploads/2023/01/7.1.1-Proof.pdf

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

C. Any 2 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

We follow the proverbial saying, 'Prevention is better than cure', meaning, it is better to alleviate something hazardous or deleterious from happening than it is to deal with it before it gets cropped up and become intense.

College works for solid waste management in campus. St. Joseph College is totally pollution free campus. The first NAAC committee admired the neat and clean campus and solid-waste management system, in the college premises we have two different types of dustbins which are used for separation of dry waste material and wet waste material. Local government agency regularly picks up waste material.

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

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:

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

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

A. Any 4 or all of the above

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

D. Any 1 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	No File Uploaded
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).

To encourage inclusive environment towards cultural, regional, linguistic, communal socioeconomic and other diversities college conducts various programmes. The NSS, DLLE and cultural sections play a leading role in conducting various activities

towards inclusive environment. Various completions such as poster making, slogan writing, street plays, poetry writing etc. focuses the theme of inclusive environment. Following is the list of programs conducted by various organisations in the current academic year to promote inclusive environment in the college premises and in the society.

24th September to 2nd October 2021. E-Poster making competition was arranged to mark the week. The theme of the competition was "Corona & Social Responsibility".

Webinar on 2nd October 2021 on the topic "Gandhian Philosophy".

Webinar on the occasion of "National Unity Day" on 31st October 2021.

On 1st December 2021 NSS had organized Aids awareness rally

On 10th December 2021 NSS organised as Webinar "World Human Rights Day". Resource person elaborated the importance of fundamental and human rights.

On 18th December, 2021 a seminar had been organised on the topic "Minority Rights".

On 12th January, 2022 college celebrate National Youth Day

National Voters Day

On 25th January 2022 NSS had organised webinar to highlight the importance of National Voter Day .

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	No File Uploaded

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

The education system of today is imparting knowledge but some how it lacks to imbibe the sense of responsibility and spirit

of nationality among the students. Everyone of us is conscious of the rights but has forgotten duties and responsibilities as the citizen of the country. In order to address these issues, the institution has undertaken various activities accordingly to sensitize the young minds of the learners and the staff working with the institution.

NSS Department had organized offline seminar on the topic "Law Related Property" for the students and community on 9th October, 2021. Three judges from civil and session courts viz. Judge Sudhir Deshpande, Judge Y.A. Jadhav and Judge Musale were invited for the same.

On the occasion of World Human Rights Day NSS Department had organized online webinar on 10th December 2021. Alumni Adv. Mitali Churi was invited as resource person. She elaborated the importance of Fundamental and Human rights.

NSS Department had organized offline seminar on Indian Constitution and Youth on 15th December 2021. Mr. Shashikant Sonawane was invited as resource person.

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

D. Any 1 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

NSS Week was celebrated from 24th September to 2nd October 2021. E-Poster making competition was arranged to mark the week. The theme of the competition was Corona & Social Responsibility.

NSS department had arranged online webinar on 2nd October 2021 on the topic " Gandhian Philosophy". Ex Student Mr. Maxwell Lopes was invited as resource person.

NSS Department had organized webinar on the occasion of National Unity Day on 31st October 2021. Incharge Principal Dr. Subhash D'souza was invited as resource person.

To mark the International Aids Day NSS Department had organized Aids Awareness Rally on 1st December 2021.

On the occasion of World Human Rights Day NSS Department had organized online webinar on 10th December 2021. Alumni Adv. Mitali Churi was invited as resource person. She elaborated the importance of Fundamental and Human rights.

NSS Department had organised offline seminar on the topic Minority Rights on 18th December 2021. Adv. Stevina Dodti was invited as resource person

National Youth Day

In order to celebrate National Youth Day, NSS Department had organised online webinar for the all the college students on 12th January, 2022. Assit. Prof. Jagdish Sansare was invited as

resource person.

National Voters Day

NSS Department had organised online webinar to highlight the importance of National Voter Day on 25th January 2022. Dr. Clemntine Rebello was invited as resource person. The pledge was taken by students on this occasion.

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

1. Title of the Practice Grand Farmers Fair / Shetkari Melava

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:

Our college is surrounded by farming and fishing villages. So we have quite good number of students from both the communities. The farmers from nearby area were present for this program.

The Practice: 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. He also explained the care to be taken for the crops.

Evidence of Success The farmers got to knowledge about the

various chemical fertilizer used for different types of crops.. The farmers were shared with the contact numbers of resource persons to solve their further queries.

2 Marathi Bhasha Samvhardhan Pandharwada

Objectives of the Practice

To aware and to conserve Marathi language. To introduce importance of Marathi language to non-Marathi speaking students.

The Context

Department of Marathi organized this program to inculcate significance of Marathi among the young generation. For the same worldwide speakers were invited. Honourable Joint Director, Higher Education, Panvel region Mr. Sanjay Jagtap & Dr. Kalyani Masade (Russia), Tanuja Pradhan (America), Srirang Kelkar (Singapore) addressed the students.

The Practice

Speakers explained the importance of Marathi language.

Evidence of Success

Admission for Marathi Literature continuously has been increased since last two years.

File Description	Documents
Best practices in the Institutional website	https://sjcollege.in/wp-content/uploads/2022/12/Institutional-Best-Practices.pdf
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

St. Joseph College of Arts and Commerce was established by Dnyandeep Mandal in 1995. The college is located in educationally and economically backward coastal part of Palghar

district. The college was established in response to the dire needs of the young generation of peasants and the landless workers and poor and downtrodden inhabitants of the region, who instead of academic brilliance had no hope for higher education. The college fulfils its mission of creating an educational environment for the development of such people under the scholarly guidance of the pioneers, President and Management, Principal, Teaching, Nonteaching staff and with proper representation of students in various committees. The distinctiveness of the institution lies in the "Socio-economic upliftment of first generation learners and Women Empowerment through Quality Education. We reach to the community to convince the parents to send their ward to the college instead of engaging children in traditional business such as fishing and farming.. We provide admission to such students with minimum fees. We provide them book bank facility, government and non-government scholarships. The teacher mentors motivate them in their studies as well as to participate in various co-curricular activities.

The college was the result of a noble and shining vision to develop this backward region through education based on human values, social responsibility and patriotism.

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

7.3.2 - Plan of action for the next academic year

1) Introduction of New courses (BMM/BSC IT) etc 2) Re-accreditation 3) Planning one international conference 4) Promoting rearsrch culture among staff and studetns 5) Focusing gender sensitisation and related issues 6) planning FDP (Career advancement scheme) offaculty 7) More focuses on Experiential teaching learning (short term courses for studetns)