



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		ST. JOSEPH'S GIRLS DEGREE COLLEGE
Name of the head of the Institution		Dr. Sr. Christina Louis
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01237237845
Mobile no.		7037366485
Registered Email		stjosephs1981@gmail.com
Alternate Email		christina.rjm@gmail.com
Address		Tehsil Road, near thana
City/Town		Sardhana, Meerut
State/UT		Uttar pradesh
Pincode		250342
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Meenakshi Agarwal
Phone no/Alternate Phone no.	01237237490
Mobile no.	9412578094
Registered Email	minaxi_agarwal2000@yahoo.com
Alternate Email	minaxi.agarwal1959@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://stjosephscollegesardhana.com/NoticeFile/AQAR-%202018-2019.pdf">http://stjosephscollegesardhana.com/NoticeFile/AQAR-%202018-2019.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	<a href="http://stjosephscollegesardhana.com/NoticeFile/CollegeAcademicCalendar2019-20.pdf">http://stjosephscollegesardhana.com/NoticeFile/CollegeAcademicCalendar2019-20.pdf</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.04	2016	02-Dec-2016	01-Dec-2021

<b>6. Date of Establishment of IQAC</b>	19-Sep-2014
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Meeting (details refer to	03-Dec-2019	17

website)	1	
Meeting (details refer to website)	16-Oct-2019 1	14
Regular meetings (details are on website)	09-Sep-2019 1	15
<a href="#">View File</a>		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	nil	nil	2020 0	0
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<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No

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

- National seminar on World Peace and Social Justice was organized by the college.
- Faculty development programs, workshops and seminars were organized to ensure quality in higher education and thus keep pace with the time.
- Guest lectures were organized in order to enhance and ensure quality in higher education and thus keep pace with the time.
- Staff was encouraged to participate and present their research papers in national and international seminars.
- Feedback forms concerning students teaching, parents and stake holders. Alumni committee organized alumni meetings.
- A movement on Save Girl Child and Teach Girl Child was organized by college and collaboration with NGO Surabhi Parivaar.
- Webinar on Women Empowerment was organized.
- Car parking area was extended in the campus.

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

Plan of Action	Achivements/Outcomes
Conduct seminars and workshop	Inter disciplinary seminars. National seminars on World Peace and Social Justice was conducted. workshop for the students on Art and Aesthetic. Departmental workshop and seminars.
Quality assurance	Orientation programe for the teachers. ICT workshop for the teachers. Guest lectures for the students. Parents' teachers meet.
Evaluation system	Monthly test and their analyzation
Feedback from stakeholders	Feedback from the students was taken. Questionnaire for the parents was finalized and their feedback was taken. Questionnaire for the alumni was finalized and their feedback was taken.
Research enhancement work	Teachers were encouraged to write research papers and get them published in research journals.
Social responsibility activity	Social activities are conducted by SJCEP (the college extension society) for the marginalized section of the society.
Faculty development programs	Seminars, workshops and computer training programmes were organized to enhance and ensure the continuous learning for teachers.
Skill development programs	Many skill development programs were organized during the session.
Academic Calendar	The Academic calendar for the session 201920 was catered to the staff and students and successfully executed.
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Governing Body of the college	18-Jan-2020

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

No

<b>16. Whether institutional data submitted to AISHE:</b>	Yes
Year of Submission	2020
Date of Submission	02-Mar-2020
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Management information system is operated by the institution in the following ways–</p> <ul style="list-style-type: none"> <li>• Prospectus caters all the information related to admission exam and scholarship. All this information is also provided to the student by the college magazine, college website, SMS system and notice boards.</li> <li>• All the information related to extra curricular activities is put up on the notice board from time to time.</li> <li>• Academic calendar is given in the prospectus and college website.</li> <li>• Daily assembly is mandatory for the staff and students during which important information is given by the principal regarding academic activities and extracurricular activities.</li> <li>• College magazine is another source of providing all the information.</li> <li>• Time table committee prepares the time table and regulates the academic and extracurricular activities of the institution.</li> <li>• Frequent staff meetings also are the source of discussion and sharing information.</li> <li>• Extra curricular activity related information is put up on the notice board from time to time.</li> <li>• Information is also given in the news paper and thus students and parents are notified.</li> <li>• The college website is updated every year giving the latest news and events of the college.</li> <li>• The information given to the students through each departmental WhatsApp groups.</li> <li>• The regular managing committee meetings also is a platform to share all the information.</li> <li>• Preparation of and display of Academic Calendar and time table.</li> </ul>

Part B

**CRITERION I – CURRICULAR ASPECTS**

## 1.1 – Curriculum Planning and Implementation

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

The vision of the institution is to make God known and loved by means of human values in all social milieus, to facilitate and empower the women of rural and socially backward areas with opportunities to recognize and develop their hidden talents through education and co-curricular activities and thus enable the students to meet and face the demands of the global world educationally, socially, culturally and economically through the motto, work is work ship. The vision and mission of the institute reflect the commitment of the college towards the uplifting of the women of the rural area through education and including the nation of social awareness, national and human values in them through academic, extra-curricular and social activities. The college aims at reaching its objectives by employing well qualified dedicated and experienced faculty. Following is the mechanism, for well-planned curriculum delivery and documentation.

- At the commencement of new academic session, the staff meeting is held to discuss the annual curricular and extracurricular activities. To meet out the goals the proposed academic calendar is prepared by the college which is uploaded on the website. All university instruction is kept in mind in preparing college academic calendar notifying the probable dates of all academic and non-academic activities, home examination debates seminars etc.
- Induction programmes are organized for the new students and the old students as well by the college. The curriculum of the university is explained to the students by each department.
- B.A., B.Com. and B.Ed. are annual courses and M.A. is run on semester basis.
- Teachers prepare their lectures and teaching plans according to university instruction and needs of the students and thus contribute in making teaching student centric.
- Teachers use PowerPoint presentation and many other methods like using the smartboard along with the traditional chalk and lectures method.
- Smart boards are available in the college to make curricular and extra-curricular activities more effective.
- Departmental seminars inter disciplinary seminars and workshop are organized to develop inter relationship among all the departments.
- All the departments B.A., B.Com. and B.Ed. and M.A. prepare their annual academic calendar and leave no stone unturned in achieving their goals.
- Fully computerized library equipped with Wi-Fi, printer, computers and photo copier give an opportunity to the students to get acquainted with the knowledge of ICT and make their learning more effective.
- English and political science departments organized national seminars on Worlds Peace and Social Justice and likewise inter departments' seminar were also conducted.
- The traditional classroom teaching is supplemented by seminars, assignments, quizzes, projects, exhibitions and half-yearly exams.
- The institute has well-planned mentoring system and thus helps the students in clearing their doubts and deciding their future career.
- Webinar and online staff meetings are also conducted.
- Prospectus, college magazine and college website are helpful in curriculum implementation
- Sports activities in the college and tournaments in collaboration with external agencies are also helpful in enhancing the curriculum.
- Daily yoga exercises.
- Extension activities.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
computer course	nil	01/08/2019	180	jobs related to computer and schools and offices.	Computer learning

Yoga course	nil	19/08/2019	180	jobs at yoga center, school and colleges and health centers.	Physical fitness, Learning various skills
cookery course/ Tie and Dye	nil	09/09/2019	15	Can start own cookery classes and courses.	Learning various recipes and coloring Tie and dye Clothes.
Art and aesthetic	nil	14/10/2019	30	helpful in e ntreprenuers hip. art teacher, interior decoration.	creativity enhancement, interior decoration skill.
Coaching For Basketball	nil	02/09/2019	70	Games Quota for Admission and Various Jobs.	health and fitness
Journalism	NIL	04/11/2019	60	Free lance reporter.	Enhance writing reporting skills

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	nil`	01/12/2020
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### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	nil	01/12/2020

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

	Certificate	Diploma Course
Number of Students	280	0

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Career counselling	01/10/2019	160
Physical Education	05/08/2019	200
Computer and ICT skills	01/08/2019	100

Yoga and Meditation	01/08/2019	30
Value Education	02/09/2019	170
language skill	02/09/2019	40
<a href="#">View File</a>		

### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	women empowerment, population control	400
BA	Best out of waste	200
BA	workshop on human rights	200
BA	Sports model competition	400
BA	litracy program pdo janpad meerut	300
BA	vote awareness	500
BA	Covid-19 awareness program	500
BEd	Micro Teaching and internship	100
MA	workshop on research methodology	40
BCom	swachta abhiyan	57
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### 1.4 – Feedback System

#### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Feedback is taken by the institution through a well-formed questionnaire annually from the students, teachers, employers, alumni and parents. Statistical analysis of the feedback is done and the data is compiled at the institution level. The collected feedback is put in the staff meetings before the staff and governing body, the suggestions are invited and the action is taken to implement those suggestions. To enrich the curriculum various short-term courses are run by the institution, further the seminars workshops, guest lectures projects assignments debates and quiz enrich the curriculum and enhance the reading, writing and speaking capabilities of the learners. Students are taken for the industry visit of historical monuments and thus enriching their knowledge about their culture and heritage. Thus, the efforts are made to bridge the gap between the theoretical and practical knowledge.</p>



Continuous evaluation is done through assignments, projects, model exhibitions, monthly tests and half- yearly exams at departmental level and the curative steps are taken to raise the academic standard of the institution. Parent's teachers meet are organized twice a year, suggestions from the parent's staff and the students to make the institution progress aid make learning more students centric. The parents and the students are consoled again and again regarding their career / choice of subjects/ methods of studies and so on. The students are also taken for the visit to the marginalized section of society to get aware of their worships' and thus inculcate also help the college understand seeds of growth helpful in the improvement of programs of study. Staffs meeting are held continuously to discuss both the strengths and weakness of the institution and the required action is taken.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	POLITICAL SCIENCE	60	10	12
MA	HISTORY	60	5	6
MA	ENGLISH	60	14	17
MA	HINDI	60	9	12
BEd	EDUCATION	100	98	98
BCom	COMMERCE	60	54	61
BA	ARTS	720	546	617

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### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	776	47	18	4	2

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
22	22	15	3	3	7

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

The institution has a well-defined mentoring system. At the beginning of each academic session all the student is counted and assigned to teacher for membership. Overall per teacher is assigned 30 students to mentor throughout the year. The teacher takes their monthly meetings in general and one to one also whereas she discusses their problems, doubts and confusions and tries to cater the right information to the mentee/mentees regarding their syllabus or their career, the institution allots time for this purpose in the time-table, keeping in mind their problems ,specialized lectures re also arranged to clear their doubts and problems in their respected interest. Career Counselling Cell and other cell in the college are doing the commendable job in this field. Counselling session are also called upon from time to time and thus help the students psychologically to deal with myriad issues such as stress management, low self-esteem, anger management and career choices.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
823	22	1:35

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
21	19	3	0	15

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Shuchi Prakash	Assistant Professor	Most Active Rotarian
2019	Dr. Anjali Mittal	Associate Professor	Best Teacher Award
<a href="#">View File</a>			

## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MA	G	2	15/10/2020	05/11/2020
BA	AB	3	09/10/2020	29/11/2020
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### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

St. Joseph`s college is a constituent college of C.C.S. university Meerut and is guided by the regulation followed by the university regarding syllabus, examination and evaluation at U.G. level in arts and commerce and education streams university has formulated the annual system in which the exam is held annually and evaluation is also done annually. To monitor the growth and performance of the students, the institution has applied system of regular monthly test and half yearly exams. The teachers evaluate the answer books, discuss the flows and weakness of the students and more attention and care is paid accordingly to the weaker students to bring them at par with others. At P.G. level the Meerut university follows the semester system and the internal

is as per university rules. University has a continuous internal assessment system in which each paper of hundred marks has a component of 50 marks of internal assessment and rest 50 marks are allotted for the Main examination of the paper. Assignments, projects, presentation, interaction and quiz help in the continuous internal evaluation of the student and thus building and checking their creative skills. Inter disciplinary approach applied by all the departments also monitors the overall development of the learners.

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

The academic calendar is discussed by the principal with the faculty members and is prepared by the time table committee. If there are any changes, the are also discuss in the staff meeting, suggestion are invited and accordingly followed or done. The academic calendar contains all the information regarding academic and extracurricular activities. It also has the information of the examination and assessment of both odd and even semester at P.G. level/ of the examination and assessment of annual system at U.G. level. Every departments prepares its own schedule of co-curricular and extracurricular activities of its students. Tentative dates are given in the calendar. The academic calendar of the institution is mentioned on the college website and college prospectus (which is circulated to the student at the time of admission). All the curricular and extra-curricular activities of the institution are planned accordingly.

## 2.6 – Student Performance and Learning Outcomes

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

[http://www.stjosephscollegesardhana.com/Detail\\_Notice.aspx](http://www.stjosephscollegesardhana.com/Detail_Notice.aspx)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
AB	BA	ARTS	168	168	100
C	BCom	COMMERCE	0	0	100
E	BEd	EDUCATION	32	32	100
G	MA	Hindi	9	9	100
G	MA	English	14	14	100
G	MA	History	5	5	100
G	MA	Political Science	10	10	100

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## 2.7 – Student Satisfaction Survey

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

[http://www.stjosephscollegesardhana.com/NoticeFile/Student\\_Feedback.pdf](http://www.stjosephscollegesardhana.com/NoticeFile/Student_Feedback.pdf)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	7	Alumni contribution Swachh Bharat Abhiyaan	20000	20000
Students Research Projects (Other than compulsory by the University)	7	JM Society	10000	10000
Projects sponsored by the University	60	St. Joseph's Degree College	10000	10000
Interdisciplinary Projects	60	JM Society	120000	120000
Industry sponsored Projects	7	SJSEP Society	10000	10000

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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Save and Educate Girl Child	Women Cell, NSS and SJSEP	14/02/2020
women Empowerment Workshop	IQAC cell	02/12/2019
Population Control Seminar	IQAC Cell	06/12/2019
Human Rights Seminar	Political Science	10/12/2019
Road Safety Measures Workshop	NSS and SJSEP	19/12/2019
Art and Astatic Workshop	B.Ed Department	06/11/2019
Workshop on journalism	Hindi Department	11/09/2019
National Seminar on World peace and social Justice	English and Political science	18/01/2020
Language Workshop	English Department	21/01/2020
Indian Writing in English Seminar	English Department	29/09/2019
Cookery and Tie/Dye Workshop	Home Science Department	23/09/2019
Research Methodology	IQAC cell	03/12/2019
National Webinar On Women Empowerment and Mutual	Commerce and B.Ed. Department	25/05/2020

Fund		
Seminar on Economic Crisis	economic Department	12/11/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Extension Program	Anjali Mittal	Vidhyarti Vikas Manch	05/09/2019	Teacher
Road Safety	Ilma Khan	RTO Department UP	19/12/2019	Student
Debate on Regionalism is harmful for Federalism	Shivani Sharma	Maharaj Singh P.G. College Saharanpur	28/01/2020	Student
Debate on Regionalism is harmful for Federalism	Aanchal Saini	Maharaj Singh P.G. College Saharanpur	28/01/2020	Student
Health And Hygiene	Dr. Shuchi Prakash	Rotary Club	16/09/2019	Teacher

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
nil	nil	nil	nil	nil	01/11/2020

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## 3.3 – Research Publications and Awards

### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
nil	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	B.Ed	1	5.87
International	B.Ed	1	5.87

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

Department	Number of Publication
B.A. Political science	3
B.A. History	9

B.A. English	2
B.Ed	11
B.A. Economics	4
B.Com.	4
B.A. Sociology	1
B.A. Hindi	1
M.A. History	1
M.A. Political Science	1
<a href="#">View File</a>	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
0	0	0	2020	0	0	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	2020	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	84	293	3	5
Presented papers	3	12	2	6
Resource persons	0	13	5	7
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### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Teaching Poor Children	SJSEP	7	120
Tree Plantation	Eco Club, NSS, Local Authorities, Forest Ranger Sardhana	10	150

Traffic safety rules	NSS, Eco Club, SJSEP,	10	450
Best out of Waste	SJSEP	3	300
Environment Awareness	ECO Club, NSS	10	450
Covid-19 Awareness	NSS, SJSEP and medical Cell	18	600
Awareness On Cleaness	NSS, SJSEP	15	250
Health and Hygiene	NSS, SJSEP	15	300
Vote awareness	NSS, SJSEP, Vidhyarthi Vikas Manch, Local Authorities, Matdata Jagrukta Club	10	550
Swachh Bharat Abhiyaan	NSS, SJSEP, ECO CLUB, Bharat Vikas Prishad	12	250
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Covid-19 Awareness	1st prize	IKCG degree College	1
Art and Aesthetic	Certificate	Institution	32
Regionalism is harmful for Federalism	Trophy	Maharaj Singh College	2
Vote Awareness	Best Speaker	Sir Chotu Ram College, Muzafarnagar	1
Nation Building Through Higher Education	Trophy	Institution	2
Road safety	Certificate	RTO meerut	1
<a href="#">View File</a>			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Save Girl Child	Surbhi Foundation NGO	Talks, Posters, Rally, blood test, essay competition	8	300
Population Control	Surbhi Foundation NGO	Talks, Posters, Rally, essay	8	300

		competition		
Road Safety	Local Administration	Talks, Posters, Rally	10	500
Literacy Campaign	UP Government	Speech and various programs	7	120
Swachch Bharat	Local Administration	Talks, Posters, Rally, essay competition	12	550
Gender Equality	Kanya Chaya NGO	Talks, Posters, Rally	8	250
Environment Awareness	Bharat Vikas Parishad	Talks, Posters, Rally, essay competition	9	350
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### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Teaching the School Children in school	31	Management	60
Talk by Staff Members	5	Management	1
Sports Activity	20	Institution	7
various competition	15	Institution	1
Inviting School Students for cultrul literary activities	20	Institution	1
Inviting staff for lectures	10	Institution	1
<a href="#">View File</a>			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
School Teaching	School teaching experience	St. Charles Inter College, Sardhana, Meerut	01/01/2020	14/03/2020	31
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#### 3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year



Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
St. Charles Inter College, Sardhan, Meerut	08/12/2020	Internship	32
H.S. Public School, Sardhana, Meerut	24/12/2020	Teaching	32
Praveen Paliwal Textile Tehsil Sardhana Meerut	29/12/2020	Visiting The Textile and learning the process to weave.	55
Sardhana Spinning Mills, Meerut Road Sardhana	15/12/2020	Visiting the Mil to learn thread making from yarn.	50
Aanand duplex paper Mil	21/12/2020	Learning the gift paper making and recycling the paper	45
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#### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

##### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
4161600	3083000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Newly Added
Classrooms with LCD facilities	Newly Added
Seminar Halls	Newly Added
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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##### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL 2.0	Fully	2.0	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8116	549545	156	33763	8272	583308
Reference Books	7274	473561	0	0	7274	473561

Journals	22	27220	92	23312	114	50532
CD & Video	197	8700	0	0	197	8700
Library Automation	1	50000	0	0	1	50000
Others (specify)	25	0	4	14347	29	14347
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Sister Christina Louis	Bhasha Vigyan, Poetry, Play	Google Meet, video, audio, P.Pt., google Doc	18/11/2019
Dr. Anjali Mittal	Constitution, Human rights	P.Pt., M.S.Office	26/11/2019
Dr. Suchi Goel	Creativity	P.Pt., M.S.Office	05/12/2019
Ms. Kavita	Aatm Nirbhar Bharat:Challenges and Opportunities, Responsibility Accounting	P.Pt., M.S.Office and Pdf Files	30/05/2020
Dr. Vidushi	Law of Demand, Elashcit of Demand and production Function	P.Pt., video and Pdf Files	12/09/2019
Dr. Nimisha	knowledge, Development of writing skills	P.Pt. and Pdf Files	05/10/2019
Mrs. Neeru	Women Empowerment, Global Warming	P.Pt. and Pdf Files	18/11/2019
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#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	32	1	8	0	0	3	1	1	6
Added	1	0	0	0	0	0	0	0	1
Total	33	1	8	0	0	3	1	1	7

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

1.5 MBPS/ GBPS
----------------

##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
College videos on YouTube and website	<a href="http://www.stjosephscollegesardhana.com/Detail_Video.aspx">http://www.stjosephscollegesardhana.com/Detail_Video.aspx</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
835100	746000	1064500	884581

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

The institution has clearly defined and specified policy for developing the college infrastructure and thus making the optimal use of all its physical facilities. Library is fully automated and computerized. It is equipped with Wi-Fi, computer, printers and photo copier machines and thus as a great help to the user to locate the book at one click. Catalogue is updated time to time. To ensure the speedy and efficient service, library card is issued to the student and the staff. Pacing with the time and understanding the need of the hour, to more smart rooms were added this year. The institute conducts ICT workshops for the staff and the students as well from time to time. Staff and students can access the library facilities get the books, magazine, periodicals, issue according to library rules and regulation. The administrative office maintains all the records regarding admission, library, sports, N.S.S. and etc. the institute allocates fund every year to get the wear and tear of the building repaired and to augment the infrastructure. Car parking was built according to the need of the staff and visitors. Three sports grounds help the institution manage all sports activities successfully. Every year students are enrolled for indoor and outdoor games team is confirmed and coaching planed are made. The clad are spaces, well-lit and ventilated. The are dusted and swept regularly every day ion the morning.

<http://www.stjosephscollegesardhana.com/NoticeFile/college%20facility.pdf>

#### CRITERION V – STUDENT SUPPORT AND PROGRESSION

##### 5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Poor Fund	4	10000
Financial Support from Other Sources			
a) National	Provincial JM scholarship	11	120000
b) International	NIL	0	0

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
cooking courses	01/11/2019	50	College faculty
English speaking course	01/08/2019	200	English teacher and management
Sports training	02/09/2019	150	Sports teacher
personal Counselling	02/09/2019	30	Faculty members
Computer certificate course	01/08/2019	150	Computer teacher
Mentoring students	01/08/2019	600	Faculty members
Remedial Classes	01/10/2019	250	Faculty members
Yoga Certificate Course	02/09/2019	70	Yoga teacher with college
Computer workshop	01/08/2019	225	College authorities
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Admission to other colleges and university Campus for higher education	65	65	55	40
2019	Career guidance	100	100	70	55
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
St. Joseph's Inter	80	4	School /College	42	35

College,  
Sardhana

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	10	Other colleges	Pol. Science, Economics, English, History, Hindi	Colleges affiliated to C.C.S. university	M.A.
2020	15	University campus	Pol. Science, Economics, English, History, Hindi	Chaudhary Charan Singh University Campus	M.A.
2020	30	St. Joseph's Girls Degree college	Hindi, English, Pol. Science, History	St. Joseph's Girls Degree college	M.A.

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

Items	Number of students selected/ qualifying
Any Other	35

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

Activity	Level	Number of Participants
Debate Competition	Inter-collegiate	14
Art Exhibition	Institution level	35
History Exhibition	Institutional level	90
Sports Exhibition	Institutional level	110
Handball match	University level	16
Debate competition	Institutional level	16
Basket ball tournament	Inter-collegiate	16
Dandiya Dance competition	Institutional level	80
Patriotic Group song competition	Institutional	70
Patriotic group dance	Institutional	65

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	BEST SPEAKER	National	0	1	1049	Shivani sharma
2020	DEBATE CHAMPIONSHIP	National	0	1	0	Anchal Saini and Shivani Sharma

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

The institute has a well formed student council headed by faculty members. • The students council meeting with the faculty members are organized and duties are distributed to the office bearers. • The student council through its office bearers monitors and helps in conducting all academic and extra-curricular activities keeping in mind the welfare and interest of the students. • The student council makes a list of the list of the students according to their free periods and thus maintains discipline in the campus. • The student council under the guidance and direction of faculty members focus on student centric activities. • At the commencement of every new academic year fresh committees and cells are formed with students and faculty members. These cells and committees take care of all the activities. (Academic and nonacademic) • Parent-teachers meet is also organized thrice in a year to establish a good co-ordination among parents, teachers and students. • Student council is very active in activities liker vote awareness, save girl child, women empowerment, cleanliness, health awareness, educate girl child. • All committees ( decoration committee , cultural, literary, library committee etc.) conduct all co-curricular and extra -curricular activities through out the year in a systematic and organized manner. • Students are involved in a systematic way in all the academic events like seminars, workshops, debate competitions by the faculty members. • In sports students are selected on the basis of their interest and efficiency. They participate in Intercollege and Interuniversity Tournaments and have won prizes for the institution. • Student council is also helpful in organizing talks of specialist in their specific areas from time to time. • Career counselling cell invites people from different walks of life to cater information regarding different career to the students. • Student council is also helpful in collecting feedback from the students and stake holders. • Students are encouraged to write more and more research papers. Departmental seminars are organised in every department to inculcate students' interest in research.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

50

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

## 5.4.4 – Meetings/activities organized by Alumni Association :

There were altogether six Alumni meetings conducted in the year. Gandhi Jayanti celebration was done with the Alumni. Contribution in Exhibition for Bicentenary celebration. Participation of Old students in National Seminar organized by the college. Online WhatsApp group is very active- Alumni St. Joseph's girls. Helping the poor child of our neighborhood school by distributing stationary. Online webinar was organized for the old students on Covid-19: Challenges and solutions.

**CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT****6.1 – Institutional Vision and Leadership**

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

Two Practices of Decentralization 1. Various cells and committees 2. Extension Activities (NSS, SJSEP and ECO Club) The college excel in almost every field whether it is leadership, academics or curricular activities. The college has very systematic procedure to practice decentralisation and participative leadership in every field. The college has active participation in enhancing personality of the students through various activities that help them groom out with a positive impact. Every department has a head to practice leadership and share the responsibility . The various activities are carried out in all the departments. Each course which been run this institution has a faculty of its own for example B.A. course has nine disciplines and each has its head to guide and support the staff. B.Com, B. Ed and M.A. too have their staff members in charge for various activities and decision making. There are various cells and committees each with the mentor that assist the students in different ways. like Eco Club, Student council cell, Grievance cell, women cell, SJSEP , NSS, Scout/guide, Medical cell, library committee, career guidance cell , sports committee, Debate committee, Magazine committee, discipline committee , alumni committee, examination committee and admission committee . These cells and committee work with their team and one teacher is the head of these cells. and carry out whole year's activities and guide the students. Two teachers are in charge of NSS, they are the programme officers to carry out all the activities of NSS. Vote awareness cell look after all the events regarding voting and general awareness. The college has very efficient IQAC cell which has a coordinator and the members follow the instructions of the NAAC coordinator in of our college. The managing committee of our college also has representative from teaching and nonteaching staff who are part of the decision making body in management. During the selection committee of staff also a member from teaching staff is part of selection committee. These are the systematic ways in which the college is able to give responsibilities to the staff so that they are able to exercise the leadership and t take part in decision making process. In the absence of the head of the institution , the senior most staff member plays the role of leadership in the college. Any seminar ,, debate competition or any event is organised by the staff members and they very efficiently carry out the leadership and responsibility given to them. This is indeed the secret our institution to work effectively and efficiently. The council is also a very effective practice that college is maintaining so that students take part in leadership and support in discipline. Students are also have class heads who carry out responsibility given them by staff. The head girl of each course also helps in maintaining discipline and organising college functions. Students are not confined only to the walls of the institution premises but also visit near by schools, industries and localities and prove their skills and leadership abilities.

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

Yes

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	<ol style="list-style-type: none"><li>1. Online admission is done</li><li>2. Registration is done online to the university website</li><li>3. The list of students is provided by the university on merit basis</li><li>4. The government rules are followed on reserved category students</li><li>5. Provision of 50 admission for minority students is available</li><li>6. The registration is online and it is mandatory for the students who are admitted on minority basis</li><li>7. Transparency in admission.</li></ol>
Industry Interaction / Collaboration	<ol style="list-style-type: none"><li>1. Cottage industry visits and projects</li><li>2. Field work</li><li>3. Out reach programme for students</li><li>4. Educational tours</li><li>5. Intercollegiate activities</li><li>6. Add on courses in the college</li><li>7. Yoga certificate course</li><li>8. Forest department - tree plantation</li><li>9. Cleanliness drive in collaboration with municipality chairman and SDM</li></ol>
Human Resource Management	<ol style="list-style-type: none"><li>1. The staff is encouraged to participate the seminars and workshops and fresher course</li><li>2. Encouraged to write articles for the seminars and for the publication</li><li>3. Various cells and committees are fully managed by the teachers</li><li>4. Organising seminars, workshops and Exhibitions by the teachers</li><li>5. Encouraged to be the resource person in other colleges and institutions</li><li>6. Encouraged to take Guest lectures in different colleges and inter departmental exchange of knowledge</li><li>7. The staff is invited as the chief guest in other colleges</li><li>8. As the examiner for the practical examination</li><li>9. To contribute for evaluation of exam copies in the university</li><li>10. Encouraged to take projects sponsored by the UGC</li><li>11. Orientation programme for the staff every year</li><li>12. Computer training for the staff teaching and nonteaching</li><li>13. Tally and M.S. office, Hindi typing training to clerical staff</li><li>14. Online examination and admission process training to the nonteaching staff</li><li>15. Library software training to the</li></ol>



	<p>library staff 16. Preparing departmental reports and calendar by each staff member and the reports and mintues of each cell.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>1. The book issue return is done by computer software 2. Reading Room is sufficient and reference books are available for the students 3. Due to Book bank facility available in our library, the students who are financially weak are able to issue the book for the whole year . 4. The facility of internet in the library for the staff and students 5. Library cards are prepared on computer through the software 6. Barcode printer, photo copier machine is available in the library 7. ICT use in the computer lab, technology room, Library , Seminar room, staff room Principal office and clerk office. 8. The entire administration work is done on computer: admission, scholarship work, exam work, circulars, notices salary work etc 9. The principal office is also equipped with computer and Wi fi facility 10. Library, Clerk office and Computer lab have internet facility 11. The staff use Projector and laptop for the PPT presentation in seminar room 12. PPT is used in class room teaching 13. Play ground, lawn, Canteen, every floor has washrooms, hand ball court, Badminton court, basket ball court, table tennis, sports room and hostel. 14. Drinking pure water facility with RO water system for students and staff 15. Three Solar light panels in the college campus and huge solar system in hostel for girls 16. car parking in the campus and cycle stand for the students 17. Ramps are available for the disabled students.</p>
<p>Research and Development</p>	<p>1. Projects on the topic from their syllabus 2. Book review done by the students 3. Article writing and composition of poems 4. Publication of college magazine and prospectus every year 5. Research topics for the PG students as an assignment 6. Paper reading by the staff and PG students in seminars 7. Bibliography prepared by the students 8. Student seminar organized</p>
<p>Curriculum Development</p>	<p>1. Field work 2. Projects, 3. Debate, 4. Assignments and tests 5. Class discussion 6. Visit to industries and</p>

other areas pertaining to the syllabus  
 7. Society and community field work  
 8. Survey done in the local village by NSS students  
 9. Out reach programme to the institutions where specially challenged, marginalised, blind and deaf schools, charity and social centres .  
 10. Visit to the bank to see the working of Bank for the commerce students  
 11. Internship for B.Ed students in the schools  
 12. Use of LCD projectors and Computer lab and smart boards to know the modern technology and information  
 13. Wi fi facility in library to make use of internet for the projects and latest information in the subjects  
 14. Street plays on the topic related to subjects  
 15. Seminars and workshops for the students  
 16. Extracurricular activities.  
 17. Visit to the Local Spinning Industry.

Teaching and Learning

1. Peer teaching practice  
 2. Essay , debate, poem , extempore and writing skill competitions  
 3. Articles written by students for the college magazine  
 4. Smart Class room  
 5. Painting and Rangoli competitions  
 6. Discussion in classrooms in groups of students  
 7. Computer aid and projector use  
 8. Models and charts competitions  
 9. Quiz competition  
 10. Questionnaire system  
 11. Remedial classes for weaker students/Advanced students  
 12. Field work and projects  
 13. Educational tours  
 14. Use of PPT in teaching  
 15. Internships Examination and Evaluation  
 1. Online examination forms system  
 2. Half yearly Exam system conducted by college  
 3. Tests and assignments  
 4. Quiz on G.K and each department their own syllabus  
 5. Feedback system from teachers, students and parents  
 6. Objective type question test for students  
 7. Essay writing and creative writing to improve their writing skill.

Examination and Evaluation

1. Online examination forms system  
 2. Half yearly Exam system conducted by college  
 3. Tests and assignments  
 4. Quiz on G.K and each department their own syllabus  
 5. Feedback system from teachers, students and parents  
 6. Objective type question test for students  
 7. Essay writing and creative writing to improve their writing skill.

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

E-governance area	Details
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Planning and Development	1. Implementation of sending SMS to all the stake holders 2. WhatsApp groups for staff and students for the communication 3. College Email and website for the better communication 4. Set up virtual learning through face book and college WhatsApp groups 5. Through mobile Apps 6. Online minutes of the meetings, Academic Calendar, College activities 7. The result of the feedback on website 8. Best practices of college is on website. 9. Optimum utilization of website.
Administration	1. Information center for the students 2. Regular exercises of PFMS portal to upload expenditure related to Govt. funds 3. AISHE website to fill the details of college 4. College website to use for the notices and information 5. Online Library system
Finance and Accounts	1. The college has Fully computerized office and account section 2. Maintenance of college accounts through Tally 3. Reception of salary through computer system directly in banks
Student Admission and Support	1. Online admission for students and online payment 2. Maintaining computerized information of students admitted in the college 3. The information of admitted students on college website 4. Feedback of stake holders
Examination	1. Online examination form and other details 2. Online result facility provided by the university 3. Online link is provided on our website for the students to see their Result.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr. Sr. Christina	IQAC workshop	CHES ( Christian Higher Education Society)	2000
2019	Dr. Meenakshi	IQAC workshop	CHES ( Christian Higher Education Society)	1500

2019	Dr. Anjali Mittal	workshop	Matdata Jagrukta	1000
2020	Dr. Sr. Christina	Higher Education Seminar	Xavier Board for Higher education	2000
2020	Dr. Nimisha	Higher education Seminar	Xavier Board for Higher education	1000

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	ICT training for teaching	online admission process, Examination, library automation software, library cards and computer software	17/07/2019	20/07/2019	27	6
2020	yoga training for health immunity	ICT training	11/11/2019	15/11/2019	10	4

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Art and Aesthetic	5	07/10/2019	21/10/2019	15
Staff Orientation in the college	22	15/07/2019	16/07/2019	2
Faculty development by computer training	22	17/07/2019	19/07/2019	3
Voting Awareness	3	04/11/2019	05/11/2019	2

Programme and workshop				
ICT training	20	17/07/2019	19/07/2019	3
Historical Aspect workshop	2	05/03/2020	14/03/2020	10
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	2	0	1

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Sanctioning leave for seminars and workshops, orientation and refresher course, maternity leave, picnics and outings for staff, gifts and appreciation, encouraging them for evaluation of examination in the university, group insurance.	Sanctioning leave, workers day celebration, gifts and incentives, appreciation, picnics and outings, helping them with financial help , sanctioning loan, helping their children financially.	Fee concession, free ships, fee payment in instalment, helping students for govt. scholarship and management gives the needy students JM scholarship, free health check ups and eye test, RO water facility for drinking water, picnic and educational tours with minimum charge, helping the needy students from poor fund, medical room for any sick student, hostel facility for the students

**6.4 – Financial Management and Resource Mobilization**

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

The institution conducts internal and external financial audits regularly. The audit done in 2019-20. Internal Audit Agency: V. Shankar Aiyar Company.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Management ( College Society)	600000	Salary of the self financed staff
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6.4.3 – Total corpus fund generated

1550000

**6.5 – Internal Quality Assurance System**

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

Audit Type	External	Internal
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	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	V. Shankar Aiyar Company.
Administrative	No		Yes	V. Shankar Aiyar Company.

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

Attendance information given to parents. The students are encouraged by the parents for the regular attendance 2. Discipline is maintained better. Parents know the time table and activities of the college. 3. Problem of misuse of mobile is solved with the help and support of Parents. 4. The progress of students in their learning is enhanced with the cooperation of parents. 5. Parents took the initiation to give talks for the college students.

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

The medical camp organized for support staff . 2. Eye test Camp 3. workshop and seminar organized for the ICT 4. Account training for the office 5. Software training for the library staff 6. online admission training for the clerical staff 7. Helping them financially when needed 8. Tour is organized for the support staff for revitalization. 9. Personality development program. 10. Soft Skill Development. 11. Enhancement of technical Development through ICT.

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

1. Canteen facility for the students and staff 2. Car parking area for staff and cycle stand for students 3. Badminton court for the students 4. SJSEP more effective in the college 5. Number of staff increased in the college 6. College website updated and designed better way 7. Upgradation of college stage with shade, curtain and light system. 8. Smart boards in seminar room. 9. More Books are added in Library. 10. Add-on Courses with Certificate.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Swachh Bharat Abhiyaan	03/09/2019	03/09/2019	03/09/2019	250
2019	Vote awareness	07/10/2019	07/10/2019	07/10/2019	300
2019	Health and Hygiene	04/11/2019	04/11/2019	04/11/2019	450
2019	Awareness On Cleanness	16/12/2019	16/12/2019	17/12/2019	300
2020	Covid-19 Awareness	13/04/2020	13/04/2020	17/04/2020	300
2020	Pollution Control	13/01/2020	13/01/2020	13/01/2020	300

	Campaign				
2019	Save Girl Child	02/12/2019	02/12/2019	02/12/2019	450
2019	Population Control	02/12/2019	02/12/2019	02/12/2019	500
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Female hygiene awareness campaign on population control	22/11/2019 02/12/2019	23/11/2019 04/12/2019	500 450	0 0
Save Girl Child, Teach Girl Child	14/02/2020	15/02/2020	550	0
Gender Equality	21/10/2019	21/10/2019	150	0

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

Percentage of power requirement of the University met by the renewable energy sources
<ul style="list-style-type: none"> <li>• There are well equipped solar panel and LED light in college campus as well as hostel.</li> <li>• Around 500 plants were planted by ECO club.</li> <li>• Awareness campaign on clean and green campus was carried.</li> <li>• Facilities of inverter is availed in office, staff room, seminar room, library, computer room, administrative block.</li> <li>• 30Kv generator is used for convenience for staff and students.</li> <li>• The ECO club provide a platform for awareness generation and sensitization on issues of environment and sustaining development.</li> <li>• Swachh Bharat and Swasth Bharat campaign was observed by NSS, Eco Club and SJSEP team of the college.</li> <li>• An Awareness programme on save electricity was carried out for the local people by NSS, SJSEP.</li> </ul>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	20
Ramp/Rails	Yes	4
Braille Software/facilities	No	0
Rest Rooms	Yes	20
Scribes for examination	Yes	2
Special skill development for differently abled students	Yes	18

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	22/11/2019	2	health and hygiene	making girls aware on cervical cancer	500
2019	1	1	25/11/2019	15	art and aesthetic	Develop skills related to Art and Aesthetic	180
2019	1	1	02/12/2019	1	awareness Campaign	Population control	550
2019	1	1	06/12/2019	1	awareness Campaign and Poster Competition	Save girl Child	250
2020	1	1	16/03/2020	1	Awareness	Covid-19 safety measures	300
<a href="#">View File</a>							

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

Title	Date of publication	Follow up(max 100 words)
College prospectus	03/06/2019	Reviewed and revised annually
Magazine	17/06/2019	Yearly writing skill of staff and student enhanced.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Induction Orientation programme for teachers and students	16/09/2019	17/09/2019	256
Moral classes compulsory for all the students	01/08/2019	20/12/2019	350
Independence day celebration	15/08/2019	15/08/2019	550
Teachers' day	05/09/2019	05/09/2019	560



celebration			
Girl child day Celebration	09/09/2019	09/09/2019	600
Hindi Diwas	10/09/2019	17/09/2019	300
Gandhi Jayanti	02/10/2019	02/10/2019	450
Vote Awareness	15/11/2019	15/11/2019	500
Celebration of Republic day	26/01/2020	26/01/2020	550
Human Rights Day	10/12/2019	10/12/2019	600
<a href="#">View File</a>			

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

- Plastic free campus.
- Use of paper and cloth bag.
- Tree plantation for green campus.
- The institution pays due attention on power management and beautification of the campus.
- For proper waste management different dustbins are used.
- Campus is clean and lush green.

## 7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice-1 Access of education to the deprived section of the society through the SJSEP (St. Joseph`s societal extension program). • SJSEP is staunchly committed for benefitting the weaker section in terms of education and awareness. • It extends support to near by schools through our women students in term of developing different skills. • Student visit these schools and teach the student about moral and ethical values. • Students visit nearby schools to impart education and to help them in various subjects. • SJSEP, time to time invite skill personalities who help the students enhance and develop their personalities and skills. Best Practice-2 All round development of girls along with academic excellence. • To increase awareness among students about their rights. • The institution offers guest lectures, educational talks and expert sessions on various issues pertaining to health, personality development and social issues. • To increase awareness among students about self-employment. • Various workshop is organized for imparting knowledge and skills for better practical approach. • Yoga and various sports activities are organized for all round fitness, inner peace, enhanced energy, stress release, improved immunity, better flexibility and better intuition. • Creating opportunity and add-on courses for students to participate actively in curricular and co-curricular activities. • N.S.S., scout/guide camps are organized for helping girls to be disciplined to face tough situation and also help them face all the challenges of life confidently. • Value education class and assembly is compulsory for all the students to achieve inner peace and cultivate optimistic attitude towards life. • Computer classes are held daily to keep the students updated of ICT. • Out reach programs are organized to through N.S.S. and SJSEP for community building. • Environment awareness is done through ECO club, NSS and SJSEP.

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

<http://www.stjosephscollegesardhana.com/BestPractices.aspx>

## 7.3 – Institutional Distinctiveness

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

St. Joseph`s Girls Degree College, Sardhana is situated in rural area, catering the needs of almost 35 near by villages. It is indeed a blessing to provide education to girl students who are unable to visit far off colleges in Meerut. The college has an affluent position among the students and the local people of the society. It has a name and fame and is considered one of the best and safest institution for girls. Various courses run by the institution benefit the girl in various ways. B.Ed. training in itself marked step in providing vocational education to the student. Various activities like field visits, industries visits, schools visit and other social visits are carried through NSS and SJSEP. The staff provides special assistance to weak student through remedial classes. Different cells and committees are dedicated to help the students. Women students are made aware of their rights and leadership quality is imbibed in them. Various opportunity is created for the students to participate actively in curricular and co-curricular activities. College sports team has proved it to be winning team in various sports. Seminars and webinars are organized to help the students to express their views confidently on different topics. The college magazine and competition provide a platform to express the thoughts and views of student and enhance their confidence and develops writing skill. Value education class every morning and daily prayer during assembly imbibe ethical and moral values among students. Half yearly exams conducted in the college are good practice to evaluate the performance of the students of class room teaching. overall development and excellence of students mark the success of the college. The college is able to educate the rural girls and help them to stand on their feet due to B.Ed. training and other add-on courses run by the college. Students who are financially backward are able to complete their studies in our college through free ships, scholarship and fee concession. Through SJSEP (St. Joseph`s Societal Expansion Program) the weak students of schools in our locality are helped by teaching and providing necessary things for studies. The institute has a practice of mentor-mentee system and peer teaching.

Provide the weblink of the institution

[http://www.stjosephscollegesardhana.com/Detail\\_Visionmission.aspx](http://www.stjosephscollegesardhana.com/Detail_Visionmission.aspx)

### **8.Future Plans of Actions for Next Academic Year**

- Smart class rooms to be added in the college.
- Placement Services.
- Skill Development program.
- Enhancement of Research based activities.
- More focus on Research activities
- Library with Inflibnet facility
- To sign MOUs with colleges , Universities and industries to provide more opportunities to the students
- To encourage more and more departmental seminars applying Interdisciplinary approach
- Publication of chapters and articles by the staff in journals
- ICT use in college to be more effective with Smart boards and LCD projectors
- Upgradation of College Website.
- Effective online classes.
- Quality E-Content prepared by staff.
- To apply for UGC fund to have an auditorium in the college.
- E-Books and E-journals in the college library.
- Webinars to be organized by the departments.
- Conduct more Extension activities.
- Collaboration activities.