

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the year (for example 2013-14)

2014-15

I. Details of the Institution

1.1 Name of the Institution

St. Joseph's College of Commerce

1.2 Address Line 1

No. 163

Address Line 2

Brigade Road

City/Town

Bangalore

State

Karnataka

Pin Code

560025

Institution e-mail address

principal@sjcc.edu.in,
iqac@sjcc.edu.in

Contact Nos.

080-25360644

Name of the Head of the Institution:

Dr. Daniel Fernandes, SJ

Tel. No. with STD Code:

080-25543835

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

1.6 AccreditationDetails

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	5 Star		2001	5 Years
2	2 nd Cycle	A	85.40	2007	5 Years
3	3 rd Cycle	A	3.37	2013	5 Years
4	4 th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2012-13 submitted to NAAC on 10/7/13
- ii. AQAR 2013-14 submitted to NAAC on 23/9/14
- iii. AQAR 2014-15 submitted to NAAC on 25/7/15

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women
 Urban Rural Tribal

Financial Status Grant-in-aid UGC2(f) UGC12B
 Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

BANGALORE UNIVERSITY

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (Specify)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- SWOT Analysis, Internal Audit, Teachers Evaluation and Assessment and Meetings with various stakeholders is organised by IQAC. The institution was also evaluated by an external agency.
- IQAC has taken initiative towards administrative reforms, examination reforms and infrastructure development.
- It has been involved in planning and implementation of quality measures.
- It has released its maiden News Letter this year.
- CBCS planned for implementation from forthcoming academic year
- Exit interview is conducted for every outgoing batch.

2.15 Plan of Action by IQAC/Outcome

Plan of Action	Achievements
<ol style="list-style-type: none"> 1. Planned introduction of new courses 2. Greater industry-academic collaboration 3. Introduction of CBCS 4. Tie ups with foreign universities and Professional institutes 5. Planned ICT enhancement 	<ol style="list-style-type: none"> 1. Two new courses were introduced 2. New MOU's signed with industry, professional bodies and foreign universities 3. Seminars, Guest Lectures, industrial visits and field trips have increased 4. CBCS planned for implementation from forthcoming academic year. 5. ICT enhanced

* Attach the Academic Calendar of the year as Annexure.

25 Whether the AQAR was placed in statutory body Yes No

Management Syndicate any other body

Provide the details of the action taken

- Internal audit was conducted.
- BOS members were increased to bring in more expertise.
- Extracurricular activities streamlined.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	NA	NA	NA	NA
PG	02		02	
UG	03		03	
Certificate				
Others				
Total				
Interdisciplinary				
Innovative				

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options-all
 (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	5
Trimester	
Annual	

- 1.3 Feedback from stakeholders*

(On all aspects)

Alumni Parents Employers Students

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

- Yes. 30% syllabi was revised and upgraded.
- Syllabus relevant to the society and stakeholders introduced.
- CBCS planned for implementation to enable Students to study subjects of their choice and to enable interdisciplinary approach.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
59	46	13		

2.2 No. of permanent faculty with Ph.D.

17

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
10	10	0	0	0	0	0	0	10	10

2.4 No. of Guest and Visiting faculty and Temporary faculty

26 18 0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	13	33	0
Presented papers	12	34	0
Resource Persons	0	6	0

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- The institution encourages and adopts enhanced use of Electronic Aid and Net Library in teaching and learning process.
- Development & circulation of teaching material, case studies etc. among staff is encouraged.
- Subject coordinators are chosen for planning and coordinating the teaching process to bring in uniformity.

2.7 Total No. of actual teaching days During this academic year

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

The college adopts bar coding, double valuation, re valuation, re-totalling, photocopy, open book, case presentations and online exams

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

4 (Board)	2(CR)	1 (Exam)
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2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Com	1033	261	464	126	0	82.38141
B.Com TT	215	39	136	23		92.09302
BBM	380	41	216	39	3	77.89474
M.Com	74	19	43	6		91.89189
MIB	81	12	43	18		90.12346

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- IQAC initiates staff training and enrichment programmes including mentoring and sharing experiences by the senior staff.
- It lays down guidelines and benchmark for effective teaching
- Encourages staff self appraisal
- Feedback from students, subject co-ordinators and class mentors is taken
- Remedial and Bridge course classes are organised for slow learners

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	65
HRD programmes	42
Orientation programmes	35
Faculty exchange programme	1
Staff training conducted by the university	8
Staff training conducted by other institutions	6
Summer / Winter schools, Workshops, etc.	5
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	46	0		
Technical Staff	3		1	

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Workshops on research methodology are organised.
- Input on writing Research Papers, Paper presentation and applying for Minor Projects is provided.
- Students are encouraged to publish research papers and present papers at other institutions.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		4		
Outlay in Rs. Lakhs		2.34		

3.4 Details on research publications

	International	National	Others
Peer Review Journals	17	5	-
Non-Peer Review Journals	0	0	0
e-Journals	3	0	0
Conference proceedings	0	9	0

3.5 Details on Impact factor of publications:

Range Average h-index 2 Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	18 months	UGC	2.34	
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				

Total				
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3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					15
Sponsoring agencies		UGC/Management			

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College
Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NA
	Granted	NA
International	Applied	NA
	Granted	NA
Commercialised	Applied	NA
	Granted	NA

3.17 No. of research awards/recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
01	-	-	01	-	-	-

3.18 No. of faculty from the Institution who are Ph. D.Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level	<input type="text"/>	State level	<input type="text" value="200"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="17"/>	
NCC	<input type="text"/>	NSS	<input type="text" value="08"/>	Any other <input type="text" value="09"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Annual blood donation camp was organised and a record of 199 units of blood collected.
- Rural exposure camp for students was organised.
- Teaching children of Government Urdu school in the neighbourhood is practiced.
- Workshop on human trafficking organised to sensitise the issue.
- Participated in many protest marches including the march condemning the child rape in Bangalore.
- A five day Rural exposure programme for staff was organised at Bijapur and Mundgod to involve

the staff in social outreach activity.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area				2.25 acres
Class rooms				34
Laboratories				2
Seminar Halls				6
No. of important equipments purchased (≥ 1 -0 lakh) during the current year.		01		28
Value of the equipment purchased during the year (Rs. in Lakhs)		5,29,346 34,50,323	MGMT UGC	2602430
Others				

4.2 Computerization of administration and library

- Digitalization of the library including subscription of online magazines and e-books.
- Internet bandwidth and Wi-Fi technology enhanced.
- Advancement and additions made to ERP including students, examination, and employee module which facilitates the entire data management of the college
- CCTV cameras are also installed in the premises.

4.3 Library services:

Description	Existing		Newly added		Total	
	Number	Value	Number	Value	Number	Value
Text Books	19645	3445215	427	364054	20072	3809269
Reference Books	2377	620725	49	56423	2426	677148
e-Books	35 + *	122015			35+*	122015
Journals	51	148574	4	86880	55	235454
e-Journals	*	16500		16500	*	33000
Digital Database	1	74877		74877	1	149754
CD & Video	847	126482			847	126482
Others (Specify)	Internet Charges, Other Memberships, subscriptions and AMCs	76405		349675		426080

* This also includes e-books and e-Journals of NLIST and DELNET

4.4 Technology up gradation(overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	210	2	12 MBPS					
Added	10		10 MBPS					
Total	220	2						

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governanceetc.)

- The college provides WIFI accessibility on all working days and holidays in thecampus.
- Introduction of SAP educators program to benefit the staff andstudents.
- Training is given to teaching faculty to access & use-library.
- Certificate courses are organised to facilitate student soft skills development

4.6 Amount spent on maintenance in lakhs:

i) ICT	500,000
ii) Campus Infrastructure and facilities	200,000
iii) Equipments	200,000
iv) Others	100,000
Total :	10,00,000

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Students are informed and reminded at regular intervals through circulars, emails and SMS about student support services.

- Announcements and reminders are also given through class mentors, counsellors and class representatives for students to have the benefit,

5.2 Efforts made by the institution for tracking the progression

- Student's progressions are tracked through scrutiny of their performance records by class mentors and counsellors.
- Performance and plan of action are discussed during staff and departmental meetings
- Remedial and special classes in addition to personal counseling are conducted.
- Personal meetings are organised to solve any hitches faced by students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1715	161	0	0

(b) No. of students outside the state

167

(c) No. of international students

49

Men	No	%
	1109	59

Women	No	%
	767	41

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1363	118	24	162	3	1670	1728	52	09	84	3	1876

Demand ratio 1:5.6

Dropout % 0.001

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Coaching in the form of quantitative techniques & logical reasoning, current affairs and SPSS are included in the class timetable to help students to enhance their skills for competitive examinations.
- Study Material support is provided for practice.
- Provisions are made for e-learning through computer labs and library

No. of students beneficiaries

362

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT

IAS/IPS etc State PSC UPSC Others

5.6 Details of student counseling and career guidance

- The college has appointed four full time counsellors in the campus. One-to-one meetings and class sessions are organised by them.
- The Class Mentor also identifies and refers individual cases to the counsellors
- The Placement co-ordinator and staff-in-charge for Guest Lectures arranges regular career guidance lectures by industry experts to prepare students for campus to corporate transition.
- Guest Lectures and seminars are organised to expose and motivate students on various career opportunities.

No. of students benefitted

1876

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
20	181	156	NIL

5.8 Details of gender sensitization programmes

Lectures are organised on gender issues at regular intervals. Every class elects ladies representative to look into the needs of girl students. Women cell and Sexual Harassment cell (Prevention and Redressal) has been established, Women's cell organizes various activities and programmes at college and inter collegiate level to create awareness and empower women.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/University Level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	357	12,91,750
Financial support from government	44	2,58,545
Financial support from other sources	31	6,00,000
Number of students who received International/ National recognitions	-	-

5.11 Student organised /initiatives

Fairs : State/University level National level International level

Exhibition: State/University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Students issues with attendance, academics, Co/Extra curricular activities Redressed

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Jesuit Vision: A) An authentic search of knowledge in the service and advancement of the world;
B) Upholding the dignity, uniqueness and giftedness of each individual; and
C) The promotion of harmony between man and man, and between man and nature.

MISSION: St. Joseph's college of commerce seeks to be the place where search for knowledge complements a sense of responsibility to the life of the community, where understanding is coupled with commitment, and where academic excellence goes with the cultivation of virtue. The college seeks to be a place where a community is formed which sustains men and women in their education and their conviction that life is only lived well when it is lived generously in the service of others.

6.2 Does the Institution has a management Information System

Yes the Institution has Management Information System

The college management has implemented an ERP System which covers the integrated modules of Admission, student details, Student history, attendance, examination records, venue bookings, employee details and administration reports which helps the management, faculty, students and parents to get first hand information.

Fee management and Students Progression too are incorporated in ERP.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- The institution has planned and sought approval by statutory bodies in favour of Choice based credit system to be implemented from 2015-16.
- Subject coordinators are selected to coordinate and facilitate better teaching & evaluation.

- Faculty is encouraged to present research papers in their respective subjects to keep abreast with latest developments and inculcate the same in the curriculum.
- Expert opinion and feedback is also taken from academicians and industry experts.
- Examination Reports are analysed for tracking student performance.

6.3.2 Teaching and Learning

- Faculty is encouraged and trained to use technology aid in all classes.
- Lectures are supplemented with project work, internship, industrial visit and guest lectures by industry experts.
- Bridge courses and remedial/tutorial classes are conducted to help slow learners

6.3.3 Examination and Evaluation

- Continuous Internal assessment has varied components like projects, presentations, case analysis, which helps students for better performance.
- MCQ & online tests are also conducted for effective evaluation and to test the understanding of concepts

6.3.4 Research and Development

Faculty is encouraged to enhance their contribution to Research. Support in the form of leave & additional library resource are extended. Training is imparted to students & faculty to facilitate research. Compulsory Research Paper Presentation is included in the curriculum. Students are motivated to write papers for peer reviewed Research Journals. The college publishes bi-annual peer reviewed journal and Students research journal.

6.3.5 Library, ICT and physical infrastructure /instrumentation

Regular up gradation and additions are made to library. SJCC has expanded its infrastructure with state of the art facilities. The rooms are equipped with audio visual facility. Internet bandwidth and Wi-Fi technology are regularly enhanced. Advancement and additions are made to ERP. Campus is equipped with CCTV's.

6.3.6 Human Resource Management

Management has standardised Salary Grades for un aided staff. Staff welfare measures are introduced like medical insurance, free meal, loan facility etc.. The institution practices

Participative Management. Management encourages knowledge enhancement amongst staff through various supportive measures.

6.3.7 Faculty and Staff recruitment

Every year, on the basis of requirement, advertisements are placed in leading news papers & applications are invited from suitable candidates. Applications are scrutinised by the Management with the HOD's & senior staff based on qualifications, experience etc., and candidates are shortlisted. They are called for a demo class & a personal interview. Best candidates are selected based on performance and experience

6.3.8 Industry Interaction / Collaboration

The institution has always promoted industry-academia collaboration. It has collaborated with different organisations like E&Y, KPMG, TCS etc. and has taken additional efforts to increase the number of MOU's. It has also introduced industry integrated programmes to bridge the gap between academia and industry.

6.3.9 Admission of Students

Admissions at SJCC are done according to the pre defined policy. B.Com admissions are done considering the merit and reservation policy. BBM and PG admissions have entrance exams, group discussions and personal interview. Candidates are selected based on the results. The college also has walk-in & online admissions for students with high percentages.

6.4 Welfare schemes for

Teaching	Medical insurance, Gratuity, Provident fund and Counselling
Non teaching	Medical insurance, Gratuity, Provident fund, loan facility, ML , EL & mid day meal
Students	Counselling, grievance, mid day meal, scholarships, fee concession.

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External	Internal
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	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Loyola college	Yes	IQAC
Administrative	YES	Loyola College	Yes	IQAC

6.8 Does the University/ Autonomous College declare results within 30days?

ForUGProgrammes Yes No

ForPGProgrammes Yes No

6.9 What efforts are made by the University/ Autonomous College for ExaminationReforms?

- The institution has introduced SGPA and CGPA for UG & PGprograms.
- Board of Examiners is setup.
- Numbers of external evaluators have been increased.
- Online verification of documents isintroduced.
- Online tests/assignments etc., for internal assessment ispracticed.
- Bar coding, revaluation, re- totalling, photocopy of answer scripts are part of Examinationreforms

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituentcolleges?

NA

6.11 Activities and support from the AlumniAssociation

- The college Alumni are the ambassadors of our institution. It has always been very active and supportive. It extends its support to Academics, Scholarships, Corpusfunds, and by felicitating retired staff and the best outgoingstudents.
- It also organises extra/co curricular events in collaboration with college to enhance connectivity

6.12 Activities and support from the Parent – TeacherAssociation

- The college receives valuable support from parents in the form of suggestions and as resource personnel.
- Annually PTA meeting isheld.

- Parents are also encouraged to meet the faculty frequently for interactions and to track the progression of their wards.

6.13 Development programmes for support staff

- Meetings and discussions are conducted for support staff to motivate and boost their morale.
- Teaching faculty takes initiative to help them enhance their knowledge and skills.
- They are encouraged and supported to pursue higher studies.

6.14 Initiatives taken by the institution to make the campus eco-friendly

The management has taken initiatives of installing solar lighting in the campus. The institution has Vermicomposting bins for vermicomposting. Rain water harvesting has been installed. It is a continuous endeavour in the campus to enhance greenery. Efforts are made to sensitise students about the same.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Increased FDP programmes,
- Research training, Mentoring and Management Support have enhanced research publications and number for PhD registrations.
- Increased bandwidth of internet facility has improved the use of ICT in class rooms and Library.
- Extension of infrastructure, development of Language Lab, advancement and additions to ERP has facilitated smooth functioning and tracking progression.
- Subject Co-ordinators facilitate better co-ordination and academic uniformity among faculty handling different sections of a class.
- International exposure, industrial /field visits, guest lectures has bridged the gap between theory and practice.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- CBCS is planned and approved for implementation from 2015-2016.
- Industry-academia collaborations have increased.
- The institution has strengthened the participation of professional bodies in development of curriculum.
- New PG courses have been introduced.
- Shift system has been introduced to reach out to more students and to optimise resource utilisation.

*Annual Report attached in Annexure iii

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- | |
|---|
| <ol style="list-style-type: none">1. Choice based credits system2. Inclusive sports services |
|---|

** Details in annexure I & ii*

7.4 Contribution to environmental awareness /protection

A Go Green event was organized on World Environment Day, 05 June 2014. The AICUF board distributed saplings to students and teachers to instil the green culture. The NSS unit planted saplings during its rural exposure camp. Lectures on environment protection are organised. Students are encouraged to keep the campus eco-friendly. Students take initiative to organise weekly activities on the same. They also participate in movements organised by NGO's & other environmental organisations.

7.5 Whether environmental audit was conducted?

No



7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

An Internal Academic Audit was conducted on 27th November 2013. A team from Loyola College, Chennai comprising Fr. Casimir Raj, Fr. Christie, Professor Joe and Prof Charles conducted the Internal Academic audit of the institution. The team circulated a comprehensive questionnaire to which 20% of the student body and faculty responded. They also had a focused group interviews with IQAC, Alumni, Parents, student council and faculty. Based on the interaction and the feedback given by the stakeholders the team gave valuable recommendations and suggestions to create the roadmap for future.

8. Plans of institution for next year

- Introduce vocational courses.
- Facilitate smooth functioning of CBCS.
- Increase industry-academic collaborations.
- Strengthen participation with professional bodies.
- Introduce new PG courses.
- Introduce Shift system to reach out to more students for inclusive education and optimum utilisation of resources.
- Enhance corpus fund and financial inclusion.
- Enhance emphasis on extension activities and make it compulsory to every student.

MUKTHA

Rev Dr. Daniel Fernandes, SJ

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____*_*_*_____

Annexure I

BEST PRACTICES-1

1. Title of the Practice

CHOICE BASED CREDIT SYSTEM (CBCS)

2. The Context

Over the last two decades higher education sector has witnessed a lot of changes. With a desire to be the leading intellectual hub of the modern world India is working hard to create an atmosphere of learning which motivates students to take up research. With the granting of autonomy to various colleges, higher education is moving towards greater participation of all its stakeholders in the teaching-learning enterprise. In an attempt to strike a balance between the increasing student population and a student centric approach to education the College has initiated a lot of innovative practices. CBCS is one such best practice introduced by our College to create flexibility in the learning process for the student and to enable him/her to learn creatively.

Under the conventional system the student has limited say in the papers that he/she wants to study. The whole process is teacher centric rather than student centric. The CBCS will give students greater freedom to study papers of their choice. Thus some amount of autonomy is passed on to the student in his/her learning process. This choice will help the student to branch out into any other allied field of study.

CBCS also helps to develop an inter-disciplinary approach to higher education. It also allows for a greater interaction with industry and helps us to develop a curriculum, keeping in mind the requirements of the industry.

3. Objectives of the Practice

- ▶ To transform the teaching-learning processes in academics: A transformation where students change from being passive listeners to becoming active participants of the learning process.
- ▶ To enable students to have a flexible learning process with wider choices within a structured model, including exposure to real life situations by participation in internships and project works.
- ▶ To design the curriculum with adequate provision for Value oriented courses, Interdisciplinary courses and Vocational courses. Each course shall have a clearly defined course objective and course outcome.
- ▶ To facilitate easy credit transfer across the country and globally.

4. The Practice

- ▶ Developing a structure with enough room for flexibility including horizontal and vertical transfer of students.
- ▶ Designing the curriculum with appropriate course labels: Curriculum has been designed in consultation with a highly qualified academic advisory body. The contents for each course are carefully designed in a developmental sequence to achieve the intended outcomes.
- ▶ Valid and reliable assessment is planned to monitor, on a continuing basis, the effectiveness of the implementation of the curriculum.
- ▶ Teacher training and capacity building programmes are organized for the faculty on a regular basis.
- ▶ Facilitating the E learning process to complement CBCS.
- ▶ Classrooms are refurnished to make the learning process creative. Class rooms are fitted with projectors, speakers, whiteboards.

5. Challenging issues

Apprehension from stakeholders was the greatest challenge in introducing this system as it was totally new to them. The parents, students and faculty were unsure of its modalities and the process of its implementation. Hence, additional training programs were organized to explain and clarify any doubts regarding the new system. Interactions with all the stakeholders were organized to gain acceptance for CBCS. As the institution is a single discipline college, the choices offered was limited. Finally, additional financial implications were an added challenge.

6. Evidence of Success

With the introduction of CBCS courses in global demand have been introduced in the programmes offered by the Institution. It has also enabled greater industry- academia integration as the courses are designed keeping in mind the requirements of the industry. As the students are given an opportunity to opt for the subjects of their choice, student participation and experiential learning has been enhanced to a great extent. With an urge to globalize our education system, the number of tie ups and collaborations with foreign universities and professional bodies has increased and has enabled the internationalization of our courses.

7. Resources Required

There arises a need to recruit or train teaching faculty with varied specialization and global competencies in order to impart effective teaching- learning process under CBCS. Additional financial resources are required to implement CBCS as separate budget are to be allocated for individual departments. Added infrastructure in the form of additional class rooms, labs etc, is needed. Modernization of ICT for teaching -learning, administrative reforms and tracking is a must. Reforms in assessment methods have to be introduced for an effective assessment of students' performance.

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Annexure II

BEST PRACTICES 2

8. Title of the Practice

INCLUSIVE SPORTS SERVICES

9. The Context

Sports are an integral part of holistic education. Sports education develops the overall personality of the students. It inculcates discipline, selflessness, sense of responsibility, accepting failure and above all leadership skills. Sports on campus are a big part of the college experience. St. Joseph's College of Commerce recognizes the fact that the higher education sector has a key role to play in promoting sports and hence students are encouraged to give importance to sports. Inclusive sports provision will ultimately lead to a legacy of quality experience and outcomes for all participants. In the modern world, which is packed with high competition and stress, sports is gaining importance not only as a recreation but also as a key to fitness and a career opportunity.

10. Objectives of the Practice

- Talent search at microlevel
- Appropriate training
- Monitor and enhance performance towards excellence
- Encourage and produce sports men and women of National and International caliber.
- Sports Infrastructure Development & Maintenance

11. The Practice

The college has various means to draw the students to participate in sports

activities:

- Induction of qualified sports men and women in various games of the college by providing admissions based on their game merit while giving concessions to academic merit.
- Selection of students to various sports teams of the college by way of conducting selection and fitness trials and putting the team together.
- Appointing specialized coaches for specific training.
- Promoting students who wish to achieve higher representation in University/State or National teams by encouraging and allowing them to participate in external selection trials conducted by relevant sports bodies.
- Organizing team practices in morning and evening sessions.
- Organizing inter class Competitions at the campus to create a sportive atmosphere and motivate other students to be part of sporting activities.
- Providing food and drink for the sports students during practice.
- Encouraging the students to participate in sports activities everyday at the college premises during non class hours.
- Providing adequate sports materials and sporting fields to create an atmosphere of interest to participate in sports activities.
- Providing scholarships and financial support to sports students.
- Providing additional academic support to sportsmen by paying individual attention to their academic needs.

12. Challenging issues

Participation in inter-collegiate tournaments organized throughout the year by various institutions including University and corresponding state associations becomes difficult and taxing to the teams as at times events also overlap.

The infrastructure up-gradation, financial aid and nutritional, physical, and emotional support and international exposure needs to be enhanced.

Finally, changing the mindset of the curriculum developers to give equal importance to sports alongside academics is challenging.

13. Evidence of Success

Students are able to excel in sports. They have represented the University and State, and participated at National and International levels and won laurels to themselves and the Institution in various sports.

Students, after passing out, work as coaches and some are placed in both government and private organizations which promote sports through sports quota

Many of our students have opted sports as a career choice and have been very successful. These include personalities like Rahul Dravid, Syed Kirmani, Asish

Ballal to mention a few.

Most of our students in the college teams are very serious about academics too. In fact, some consistently surpass the general students around in terms of GPA and have positioned themselves as stoppers.

14. Resources Required

- Huge investment in sports equipments and maintenance.
- Monitoring boards/department with professionals is required to monitor the physical education.
- Qualified coaches should be appointed in the educational institutes.
- Appropriate budget for sports education and proper implementation of it is essential.
- Proper planning and modern infrastructure should be introduced.
- Provide exclusive lectures and seminars on sports to motivate the participants and to understand the game better.

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Annexure IV

ACADEMIC CALENDER

Annexure V

ANALYSIS OF FEEDBACK

PTA is conducted annually and the details of the analysis are given below.

Areas of Strength

- Academic programs, Quality of faculty, Infrastructure, Assessment and Evaluations are graded excellent.
- Teaching and discipline, Leadership and Governance are rated as the best aspects of St. Joseph's College of Commerce.
- Internship program and Outreach programmes are greatly appreciated.

Suggestions

- Make parents meeting mentors mandatory and prior to Mid-term exams
- To Monitor and organise additional workshops on soft skills for personality development of students.