Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**ST. JOSEPH'S COLLEGE OF COMMERCE (AUTONOMOUS)**
Name of the head of the Institution	**Dr Daniel Fernandes SJ**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**08025360646**
Mobile no.	**9448055264**
Registered Email	**principal@sjcc.edu.in**
Alternate Email	**secretary@sjcc.edu.in**
Address	**163, Brigade Road, Bangalore - 560 025,**
City/Town	**Bengaluru**
State/UT	**Karnataka**
Pincode	**560025**

2. Institutional Status

Autonomous Status (Provide date of Conformant of Autonomous Status)	**07-Oct-2004**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**private**
Name of the IQAC co-ordinator/Director	**Dr Shivakami Rajan**
Phone no/Alternate Phone no.	**08025360644**
Mobile no.	**9986996639**
Registered Email	**iqac@sjcc.edu.in**
Alternate Email	**secretary@sjcc.edu.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.sjcc.edu.in/pdf/aqar18-19.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.sjcc.edu.in/pdf/student_handbook20.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
4	**A++**	**3.57**	**2021**	**23-Feb-2021**	**23-Feb-2028**

6. Date of Establishment of IQAC	**07-Feb-2000**

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

External Audit of Proramme Departments	23-Nov-2019 2	2785
Internal Audit of Programme Departments	11-Nov-2019 3	2785
NIRF - Ranking	01-Mar-2019 40	2785
India Today Ranking 2019	23-Dec-2019 20	2785
Swachhta hi Seva 2019 Champaign	11-Sep-2019 25	280
UBA's Plastic Free Village program participation	10-Oct-2019 6	280
Initiated the Paramarsh Prog with Mentee College's Principals Meeting	24-Jan-2019 28	2785
UGC's Paramarsh Programme Participation	23-Sep-2019 25	2785
Quality Policy Handbook Released	01-May-2019 60	2785
ISO 9001:2015 certification of the Institution	01-Nov-2019 120	2785
[View File](#)		

8. Provide the list of Special Status conferred 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
St. Joseph's College of Commerce	CPE	UGC	2010 9	20500000
[View File](#)				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**8**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**

Upload the minutes of meeting and action taken report	[View File]()
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**Yes**
If yes, mention the amount	**1496500**
Year	**2020**

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

ISO 9001:2015 Certification

Paramarsh UGC Mentorship

Conduct of Audits – Academic and Administrative Audits, Library Audit, Internal & External Programme Departmental Documentation Audit.

Structured Feedback Collection & Analysis of Institutional Stakeholders

Ranking Process- NIRF and Pvt Agencies- Times, India Today, The Week

[View File]()

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

Plan of Action	Achivements/Outcomes
ISO Certification was planned as per instruction of the Principal	**ISO certification in November 2019.**
Establishment of International MOUs and national/corporate MOUs	**International MOU with Malaysia University of Science and Technology, and MOUs with I4U for certificate and analytics course were signed.**
Conduct of Audit to standardize the documentations in the Departments	**Library Audit, External and Internal Audit was conducted**
Infrastructural augmentation and enhancement	**A Separate HOD wing and examination center was extended**
College Website -Creating of aesthetically designed dynamic website of the College..	**Newer version of the Website went underway**
Providing Seed Money for staff members to undertake Minor Research Projects	**One project was sanctioned with Seed Money to a tune of Rs. 1 lakh.**
Creation of quality policy handbook	**Revision of various Institutional Policies-Consultancy policy, Differently abled students' policy,**

	Resource Mobilization Policy, Recruitment Policy, Incentives Policy document on providing financial support to teachers to attend conferences, Waste Management Policy, ERP Policy, Maintenance Policy and IT policy was duly completed
Interaction with A+ NAAC Accredited colleges for NAAC Assessment and Accreditation plan of action	Sacred Hearts Tirupattur IQAC and Kongu Arts and Science College NAAC team visit
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
TQM	**24-Oct-2019**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**

16. Whether institutional data submitted to AISHE:	**Yes**

Year of Submission	**2020**

Date of Submission	**10-Mar-2020**

17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**SJCC has its own MIS designed exclusively manned by professional Software Engineers and Technicians, the IT wing of the college develops and maintains the MIS. The following portals are developed. The Institution has its own servers to store and retrieve relevant data pertaining to Academic and Administrative Processes Online Admission – The Institution's MIS admission modules helps in admission process of all UG and PG. The students of the institute are required to complete the admission formality by filling up online admission forms with all the academic and other information on the online form. With this merit list the student are announced in the website within the stipulated time. The module helps in collecting the**

information of the academic admissions program wise and also helps in making merit list as per the institute norms Online Fees Payment– Students can pay their annual tuition fee, exam fee and other fees using online mode Entrance Examination – Institution conducts its own entrance examination for certain programs for such programs the students undertake online examinations. Base on the scores the final admission procedure is completed. Faculty Profile Portal Details Work Done Administration – The data related to attendance of regular faculty are a part of this module which helps in monthly salary calculations, including their academic projects, consultancies details Student Details – The information related to the students roll numbers their course details and their other academic information are part of this module Attendance–Attendance module helps in recording online attendance of all lectures conducted for all programs. The students can track their attendance percentages on a daily basis including course wise. It further enables faculty members to create the attendance shortage list of students who do not qualify minimum attendance requirement of the institution's examination guidelines. Major Elective courses selections by students across departments Students are provided with a list of electives and they can mark their selection through the portal. Continuous Internal Assessment Modules for descriptive, quiz, MCQs are available for the faculty members to administer to the student community along with Mark entry system with marks visibility to the students. Examinations – This module takes care of the exam activities like seating arrangements of students, student registration numbers. Results and teachers access information regarding examination invigilation and evaluation duty, bar coding and decoding of answer scripts collection and compilation of continuous evaluation marks, end semester marks and declaration of results using SGPA CGPA system are all a part of this module. Research – Through MIS research publications: articles, books, book review, MRP's, journal articles are all captured along

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
BCom	As per attachment	As per attachment	04/02/2020
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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BCom	As per attachment	06/06/2019	C1	06/06/2019
View File				

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	Analytics	06/06/2020
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BCom	as per attachments	06/06/2019

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
FSD19134 Financial Markets	01/06/2019	41
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships

BCom	Regular	26

View File

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

The college, with the help of the IQAC systematically collects feedback from all its stakeholders in distinctive phases. Students submit their responses to a structured questionnaire through the ERP through the following methods. Parents feedback is collected during the parent teacher meeting conducted annually. The class mentors discuss the marks, attendance and general behaviour of the student. Feedback from the parents of the students through a structured questionnaire survey designed for the specific purpose are taken for further improvement of the students. Staff feedback through a structured questionnaire is part of the annual review process and allows the students to share issues and concerns preventing personal and professional growth. Besides, it focuses on teaching plan, work dairy, feedback on curriculum, and welcomes suggestions for improving departmental effectiveness. Staff evaluation is a bi-annual process the students is collected at the end of every semester. Alumni feedback is taken on three specific areas—curriculum development, professional relevance of certificate courses, and skill development required for campus placement. Employer's feedback is an annual feedback that is collected through the placement cell through well-structured survey questionnaire and helps in bringing effective changes to curricular and co-curricular aspects of the institution. Exit interview- final year students provide their feedback of the programs, placement, and skill development initiatives undertaken in their respective programs during the exit interviews through a structured questionnaire survey. Qualitative Feedbacks through walk-in process are through an annual Open House sessions —Open House-or all the students and Women's Open House-exclusively for the girls -where students can openly speak face to face with IQAC designated senior faculty member. In addition the college encourages direct submission of student feedback to the Principal. The students do also use the Website Portal feedback, an open forum through to send in their feedback descriptively. Student quality assurance council (SQAC), a quality circle wing of IQAC consisting of students from each class, are a part of the feedback process to collect/give feedbacks from their peers and communicate them to IQAC directly. In addition to this, teacher's feedback and observations on allocated courses or value added courses are collected bi-annually through a course review document by the Heads of the department. The review document solicits their feedback on module preparation and delivery, assessment, guest lectures, and the proposed set of actions for skill development, course specific student activities, changes or deletions in the syllabus. Deliberation and discussion is further undertaken in the Board of Studies (BOS) meeting. Analysis and utilisation of the feedback Analyses and deliberations on the feedback obtained from all the stakeholders is undertaken by the IQAC Total Quality Management (TQM) and reports are generated. The Principal reviews the reports, discusses the student feedback with individual staff members. Based on

the suggestions made by the TQM, Action Taken Report (ATR) is prepared, shared with the college management and presented to the Academic council for necessary approvals.

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
MCom	M.Com (International Business)	60	149	51
MCom	M.Com (Regular)	40	159	38
BBA	BBA (Professional - Finance and Accountancy)	75	366	75
BBA	BBA (Entrepreneurship)	75	377	72
BBA	BBA (Regular)	150	1368	154
BCA	B.Com (Analytics)	80	225	77
BCom	B.Com (Professional - International Accounting and Finance)	80	549	81
BCom	B.Com (BPM- Imdustry Integrated)	80	402	81
BCom	B.Com (Travel and Tourism)	80	250	78
BCom	B. Com (Regular)	320	3862	317
		View File		

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2814	286	96	18	9

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	Numberof smart classrooms	E-resources and techniques used
114	114	8	44	44	8

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)

At St. Joseph's College of Commerce, mentoring plays a significant role in the holistic development of the students. Mentoring helps students for a smooth transition from school to college life. The College assigns class mentors and class-in-charges for each class and has a dedicated Department of Counselling with four full time student counsellors. Human Resource Development classes are conducted by the Department of Counselling with the objective of empowering students to develop self-confidence and have better interpersonal skills. For the first year students of both the UG and PG programmes, it is mandatory to undergo counselling. The first year students are assigned with class mentors and class-in-charges. Students are divided in equal numbers under the class mentor and the class-in-charge for mentoring. The mentors schedule 'Open hours' in a week to meet their mentees. This helps the class mentor and the in-charge to assess the student's condition on a more personal level and help or guide them where necessary. The mentor/class-in-charge keeps a track of the mentee's academic performance, leave records and meet parents when required. In addition, they educate the students about the college rules and facilities that they can avail. A separate file is maintained for each student and is passed on to the mentor who takes it forward in the second year. From the second year students, availing mentoring services from the counsellors becomes voluntary. However, the class mentors in the second year continue meeting the students in the allotted 'Open hours' and keep a track of the mentee's academic performance to monitor their progress and provide necessary feedback. Besides, the class mentors organize guest lectures to support classroom learning. The student along with the class is encouraged to go for social visits to NGO's, orphanages, old age homes etc. Any student who has doubt or faces difficulties in comprehending academic topics is free to approach the class-in-charge or subject teachers outside class hours for academic mentoring. For the final year students, the mentoring system specifically focuses on placement activities conducted by the placement cell of the college. Students are made to attend workshops and training modules focusing on employability. These activities are helpful in grooming in the students effective communication skills, developing self-confidence, building the right attitude and overall making them adaptable and flexible for the corporate/industry. The College also encourages the parents to visit the campus for any issue or concern related to their children. The parent-teachers meetings held twice a year welcome suggestions and feedback from the parents which further helps the mentor in mentoring the students. The mentors also act as a guardian for the mentees and have a better understanding of his/her financial background as well. When scholarship is given from college and government, mentors once again makes sure that the needy and deserving mentee applies for it and gets the benefits by forwarding their credentials to the concerned authorities. The academically sound and motivated students are identified and given guidance according to their ambition.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2785	114	1:24

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
114	114	Nill	25	40

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	nil	Assistant Professor	nil

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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
BCom	C1	1/2019	01/10/2019	31/10/2019

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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
5	2098	0.2

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://sjcc.edu.in/obe.php

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
C1	BCom	B.Com Regular	768	719	93.62

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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)

https://docs.google.com/forms/d/1EA8Gf0qEVgLi8Du2wjsoApOh0wVF6Ii9_iOSm6sCqbc/edit?usp=sharing

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

Yes
Name of the teacher getting seed money
As per lists attached

			[View File](#)	

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
National	nil	nil	01/06/2019	nil
[View File](#)				

3.2 – Resource Mobilization for Research

3.2.1 – 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
Minor Projects	365	as per list	1	1
[View File](#)				

3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

0.04

3.3 – Innovation Ecosystem

3.3.1 – 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
Seven Days National level Experential Workshop on Research Metodology	Research Department-as per list attached	03/12/2019
[View File](#)		

3.3.2 – 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
Best Student Entrepreneur award-Just It	BBA-Kashish Naidu-Incubate	SJCC Alumni/BBA Depart	13/08/2019	student
[View File](#)				

3.3.3 – 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
as per list attached	as per list attached	as per list attached	as per list attached	as per list attached	17/07/2019
[View File](#)					

3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Commerce Management	2

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	as per list attached	27	1

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

Department	Number of Publication
Commmerce- as per list attached	29

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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
Not Available	Filed	0	06/06/2019

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3.4.5 – 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
NA	NA	NA	2019	0	NA	Nill

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3.4.6 – 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
na	na	na	Nill	Nill	Nill	na

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	5	22	Nill	2
Presented papers	10	8	Nill	Nill
Resource persons	3	18	Nill	40

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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
NA	Na	NA	0

No file uploaded.

3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
Nil	nil	nil	0	0

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3.6 – Extension Activities

3.6.1 – 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
The Cleanliness Drive Program-List attached	St. Josephs College Of Commerce Bangalore	3	75

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3.6.2 – 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
Entrepreneurship	Best Student Entrepreneur award	Alumni BBA Dept	1

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3.6.3 – 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 activites	Number of students participated in such activites
Swachh Bharat- As per list attached	St. Josephs College Of Commerce Bangalore	As per list attached	3	80

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3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Collobative Student Workshop with Institute of Analystics(IoA) on Case study -As per	Students of SJCC- As per List attached	College Funded	1

List attached					
View File					

3.7.2 – 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
As per list attached	As per list attached	As per list attached	06/06/2019	31/05/2020	as per list
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
E-cell, IIT Bombay	20/06/2019	Workshops	213
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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
81639221	81639221

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
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	Nature of automation (fully	Version	Year of automation

software	or patially)		
Easylib	**Partially**	**4.3.3**	**2005**

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	**22978**	**5708345**	**859**	**731010**	**23837**	**6439355**

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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
Ms. Sanjana S I -AS PER LIST	**Introduction to Business Economics**	**youtube**	**19/08/2019**

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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	**254**	**2**	**3**	**3**	**3**	**0**	**0**	**350**	**0**
Added	**37**	**0**	**0**	**0**	**0**	**3**	**4**	**0**	**0**
Total	**291**	**2**	**3**	**3**	**3**	**3**	**4**	**350**	**0**

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

350 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
Media Centre	https://sjcc.edu.in/SSR_Report/video/4.3.4-1.m4v
Recording / editing centre	https://sjcc.edu.in/SSR_Report/video/4.3.4-1.m4v
Lecture Capturing system	https://sjcc.edu.in/SSR_Report/video/4.3.4-1.m4v

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	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical

	facilities		facilites
49903664	49903664	12689057	12689057

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)

The College has an established Maintenance (Physical, Academic and Support) Policy. This policy is designed to develop action plans and procedures to ensure proper service condition of physical, academic and support facilities to enhance quality teaching and learning. The Principal, who is the Head of the Administration is supported by a dedicated staff of the Heads/In-charges who look after the smooth functioning of these facilities. The staff comprises of the Maintenance Officer, IT in-charge, ERP in-charge, Electrical in-charge, Garden in-charge, and Sports Ground in-charge. Besides carrying out the responsibilities of maintaining and utilising the respective facilities, they are also responsible for maintaining records of periodic maintenance, repair logs and replacement details of the concerned equipment. The details regarding the maintenance and utilisation of these facilities are maintained in the ASSET REGISTER that is available in the Administration office. Maintenance includes regular lubrication of machinery/equipment (Lift, Gen Sets, moving parts), checking of equipment's component to ensure proper operation of all electrical equipment including lifts and generators, acquire maintenance contract from the supplier/vendor for all the equipment purchased and contacting them for servicing major equipment defects with or without warranty, regular clean-up and upkeep of Reverse Osmosis Water Filters of the College, including overhead water tanks, rain water sump, well, bore-well, regular clean-up and upkeep of College kitchen and its equipment is done by the Kitchen contractor. At the end of every semester, periodical maintenance is carried out. Repair is carried out based on the request from the concerned in-charge Head. For corrective action of equipment under warranty, the supplier is informed whereas those outside warranty are fixed with the help of College technicians if possible or handed over for external servicing. Replacement purchases are done in compliance with the College's financial rules and regulations. Any equipment/furniture found to be obsolete or not repairable due to unavailability of spares or any other reasons, is replaced as a whole as per College purchase procedure. Any equipment or furniture no longer in use but still working is donated to sister institutions in the District/State. Support is provided by the housekeeping staff who are available at any point of time during the working hours of the College. To ensure clean classrooms, lecture halls, computer labs and toilets for students and staff use appropriate number of housekeeping staff is allotted at each floor of the building. Toilets are regularly cleaned on scheduled times daily. The support staff also ensures that the students' and staff's special requests for arranging workshops, conferences and other such academic, co-curricular programs are met as and when requested. This policy is disseminated to all stakeholders through the Total Quality Management (TQM) and Non-Teaching Staff Meeting including the College website.

Website link https://www.sjcc.edu.in/pdf/Quality_policies.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	Management, Midday meal and Sports Breakfast	986	6673640

Financial Support from Other Sources			
a) National	Government, Alumni, Industry	135	1580273
b)International	Nil	Nill	0
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Career Counselling – 'Envisage' – A Seminar on Tax Implication of IAS 12	24/09/2019	223	Mr. Niranjan Kumar from the University of Sydney
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Competitive examinations -Quantitative Techniques and logical reasoning	137	137	487	487
View File					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
EY GDS	320	53	NIL	Nill	Nill
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	304	UG	B.Com	Christ University	AS PER LIST

[View File]

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

Items	Number of students selected/ qualifying
NET	7

[View File]

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

Activity	Level	Number of Participants
Table Tennis M W (Bangalore Cental University) Intercollegiate Tournament	As per List Attached	4

[View File]

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	AS LISTED	National	75	100	AS LISTED	AS LISTED

[View File]

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

The management believes that student participation in academic decision-making process is essential to the overall progress of the institution. Hence, it has made sure that students participate in the affairs of the college at various levels and play a role in the decision-making process. The College operates on the motto of "building men and women for and with others". With this being the basis of moulding young minds, citizenship training becomes an integral part of education at the institution. As a part of the citizenship training, the college has instituted a Student Council which constitutes of the representative members democratically elected by the students. Student Council elections are conducted annually and the elected members resume office after they are inducted with an official investiture ceremony. The office of the Student Council comprises of the President, Vice President, Treasurer, General Secretary, Academic Secretary, Cultural Secretary, Sports Secretary and Ladies Secretary. There is a clear division of responsibilities among the members of the Student Council with the President as the Head. The Student Council is overseen by a staff member who is appointed as the Student Governor. The Student Council represents the concerns of the students, while also organizing many programmes aimed at the welfare of the student community. The student

council brings to the notice of the administration, concerns of students, therefore acting as an effective medium or communication between the students and the administration. The extended Student Council also includes the Department Student Coordinators, Associations Student Coordinators and, the Academic Representative, Cultural Representative, Sports Representative and Ladies Representative of each class. This network provides opportunities for students to take up leadership positions and ensures their holistic development. This also helps them work for the benefit of their community as a team. Besides, the Board of Studies meetings for all programmes and courses have students' representatives. The management believes that student participation in academic decision-making process is essential to the overall progress of the institution. Hence, it has made sure that students participate in the affairs of the college at various levels and play a role in the decision-making process. The Student Quality Assurance Cell (SQAC) aids in the academic administration of students by acting on behalf of the IQAC. The presence of dedicated cells like the Prevention of Sexual Harassment Cell, Students' Grievance Cell, Equal Opportunity Cell, and Anti – Ragging Cell, ensure that every student is cared. Another important way through which students concerns are presented to the management of the institution is through the conduction of Open House sessions. The IQAC conducts two open houses every year one for all the students and the other exclusively for girl students. The various activities and events conducted by the Student Council can be accessed in the College website: https://www.sjcc.edu.in/student_council.php

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The institution has an established Alumni Association named 'Old Students Association' of St. Joseph's College of Commerce (OSA). OSA plays an integral role in facilitating communication between the present students and their Alma Mater and contributes to the development of the institution and its students. The active involvement of the alumni association members enables the young graduates develop a proactive outlook towards the challenges of the professional world. Alumni express their feedback regarding curriculum development during the Board of Studies meetings and on the professional relevance of certificate courses and the skills required for campus placement. The OSA has contributed extensively to the all-round advancement of the institution. Some of the methods of their active involvement with the college are - Curriculum Development, Recognition and Rewards, Alumni Reunions, Alumni Activities, Industrial Visits and Expert Talks, Placement Drives and Co-curricular Activities. Representatives from the OSA are actively involved in the academic revision mechanism of the college. They participate in the Board of Studies and Academic Council meetings and provide important suggestions on quality enhancement of teaching and learning processes. The OSA organizes activities to encourage students to bring out the best in them. These activities include: Quiz Contests and debate competitions Talks on emerging and trending topics Special Talks on dynamic economic and commercial topics like the GST and the Union Budget. Industrial Visits are arranged for the students to fill the gap between academia and the industry. All these provide students with the much-needed practical touch that complements classroom learning. The Alumni Association also contributes to student growth through financial means by providing scholarships for the economically backward and meritorious students. It provides scholarships of Ten Lakh rupees to the deserving students, annually. The OSA plays a vital role in the selection of the winners for the awards handed out during the Annual Day award ceremony. They have also instituted about 17 awards and endowment funds for the benefit of the students. The OSA has also sponsored skills development course, worth Rs. 1,30,000, for

25 deserving students, every year. The Alumni members contact the Placement Cell of the college with recruitment opportunities either at their own businesses or with other networks. This helps in increasing the employment opportunities of the students, considering the looming issues of unemployment. Other significant activities Batch reunions are organized to create an active network of the alumni. The reunions allow members to deliberate on the activities of the Association. Apart from the above-mentioned activities and initiatives, the Association also conducts inter-batch sports for men and women. The MAGIS Awards are given annually by the OSA to recognize distinguished alumnae, and are presented for lifetime and significant achievements. The Association also hosts an annual Teacher's Day Programme to recognize the contribution of the teachers in the professional and personal advancement of students. Christmas celebrations are held every year to bring alumni and present students together with the spirit of thanksgiving, friendship and joy.

5.4.2 – No. of registered Alumni:

15060

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

11670000

5.4.4 – Meetings/activities organized by Alumni Association :

The Old Students' Association (OSA) of SJCC has conducted various events and activities in the campus during the year 2019-20. OSA plays an integral role in ensuring that the present students in college remain in good correspondence with their alumni. To begin with the events for the academic year, on 6th July, 2019 the OSA conducted a photography workshop by the renowned photographer Anup Kattukaran. The association arranged a talk by Rohith Saraswathi on 16th July followed by the annual debate on 7th August highlighting the importance of the newly designed budget and its impact on all the citizens. The Annual OSA Quiz competition was conducted on 10th August, 2019. On 25th August, 2019 the college celebrated OSA Day which was marked by the Annual General Meet and the Election of the office bearers for the year 2019-2020. A basketball match was held to celebrate the past vs. present on the occasion. The OSA celebrated Teachers Day on 13th September at KSCA. On 13th and 18th November, 2019 workshops were conducted by Ms. Sujata Patil and Ms. Shivani Mundhra on personal growth and success followed by the workshop on A Mindfulness Yoga conducted by Instructor Rajiv S. On 27th November, 2019, OSA conducted the most awaited prestigious event of the year 'The MAGIS Awards'. MAGIS Award of Excellence is awarded to alumni who have excelled in their field of work and created an everlasting impact in the society. Notable alumni who were awarded Magis Lifetime Achievement Award were- Salil Shetty and Rahul Dravid, and Magis Award for Significant Achievement were Dilshad Master and B M Giriraj. This year the OSA Gala was celebrated in association with the Catholic Club on 6th December. The event was conducted to promote the OSA and its activities. The OSA extended its support in installing a Pad Dispenser on campus that was inaugurated on 9th January, 2020 with the OSA Batch of '91 as the chief guests for the occasion. The OSA activities for the year 2019-20 came to an end with Mr. K R Rahul Vasudev's an insightful session on the Union Budget conducted on 4th February, 2020. The session helped the commerce students understand the important aspects of the union budget. OSA, every year sponsors the 'Best Outgoing Student-Alumni Award' and gives scholarships to deserving students with a view to motivate, inspire and recognize academic excellence.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Student Council is an elected body at SJCC and it manages student affairs and contributes to the welfare of the student community. Student representatives are nominated in various committees of the college. The extended Student Council which includes the heads of student associations and clubs is a forum for citizenship training and development of leadership skills. The College encourages students to take up MOOCs instead of a regular course, in designated semesters at the student's choice of courses. Apart from this, students are motivated to take up independent learning by participating in discussion forums, and are also encouraged to develop entrepreneurship skills by launching start-ups with the support of the incubation center. The decision power is distributed among the students. They are encouraged to develop leadership skills by being in charge of various curricular, co-curricular, and extracurricular activities. The College has constituted a Total Quality Management Team which comprises of faulty members in administrative positions and several senior faculty members, in addition to the Principal. This body initiates quality enhancement measures and oversees the day-to-day functioning of all aspects of the college works towards the realization of the goals of quality enhancement and sustenance. The total decision making process is democratic and decentralized which ensures continuous interaction between the faculty staff and the management. This work approach promotes healthy coordination among various academic and administrative works of the college. Directed by the three tenets of Quality Assurance- Control, Competence, and Excellence, TQM functions as the hub of innovation and works towards creating an ecosystem for innovation in the institution. The body not only devises mechanism for quality control, directs and measures quality at all levels, but also aims to channelize all efforts and measures of the institution towards promoting holistic excellence working to develop a system for conscious, consistent and catalytic improvement in the overall performance of the institution. The TQM committee would periodically review the practice and offer suggestions to find balance between all the components of academics of the college. The suggestions of TQM would be implemented with immediate effect.

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	The college follows the Government Norms for admission procedure and reservation policy is strictly adhered to. Admissions are made online based on the marks scored in higher secondary exams and is kept transparent to ensure fairness in the process. Students and parents are encouraged to walk in and enquire for admission separate computers are arranged for uploading the softcopies of required admission documents in the computer lab. For professional programs, there are entrance exam process, selection procedure, eligibility criteria along with the guidelines of the interview.

	Sport Quota students are called for selection by the sport department and tested for sports proficiency and duly recommended for selection by the sport director. Interview dates are uploaded on the website and also sent to the prospective/shortlisted students through emails. Selected students who meet the criteria appear for an entrance exam, personal interview process where panel is from Industry/Alumni and Faculty. The interview process is exploratory in nature prospective test the technical skills, soft skills through structured questions during interview
Industry Interaction / Collaboration	The college provides a platform for students to learn not just from the textbook and classroom lectures but also from interactions with industry experts, experts from professional bodies, academic scholars, social thinkers and activists and government representatives. MoUs are signed with various institutions and industries for internships, industrial visits, innovation, technology transfer and summer projects to provide the students with adequate exposure and knowledge to hone their employability skills for better placements .Innovation Incubation Centre motivates students to be entrepreneurs and have regular sessions and entrepreneurs. The students' interaction through rural camps at Manvi, Pannur and Solur have been designed for ensuring the holistic development of students. SJCC Alumni play a vital role in establishing industrial collaboration and providing corporate internships
Human Resource Management	The college provides the best working environment and benefits package in the region helping in attracting the best talent. Qualified faculty members are recruited according to the needs every academic year. Staff enrichment programs are organized periodically to motivate faculty members to maximize their performance in teaching and research. Career progression with clear growth paths are articulated by the management by keeping all most all the posts on a rotational basis. The performance appraisal system of the college elicits the personal attention of the Principal who takes care to

	personally counsel and guides the staff members. The management and the IQAC regularly devise plans of employee development programs for administrative and support staff of the college. Various staff welfare schemes are avaialbe to faculty and support staff including group insurance. Faculty members attending conferences inside the state, outside the state and aboard are amply refunded the amounts of registration and travel expenses. Student council, Student Quality Assurance Cell are student bodies that empower student community. The Student Counselling Centre with Class mentors provide sound value system, and the college Management runs the noon meal scheme for the sports and deserving poor students.
Library, ICT and Physical Infrastructure / Instrumentation	The college library area is 5156 sq.ft. The LMS EASYLIB software have been used to catalogue serial control, member registration, maintain the circulation and OPAC automated services. INFLIBNET, DELNET, EBSCO, NPTEL, CAPITALLINE EPWRF, and Johan Brown library are some of the other resources propelled for utilization by the library. Library ensures the availability of daily newspapers, magazines and journals in print. The Library has internet and a separate PG section for students to work on Dissertation with 24x7 Wi-Fi facility is provided for the students to use their laptops in the study area of the library premises During the year a library audit was conducted to review the activities and developments that have taken place and suggest the future plan for the development of the library.
Research and Development	Research Centre by the Bangalore University was established in the year 2010 in the College. There are eight board members in the research center. Faculties are encouraged to take up government and non-government funded projects sponsored by agencies like ICSSR, UGC, and Niti Ayog. The students, research scholars and staff are encouraged to publish their research findings in UGC listed national and international journals, Web of Sciences and Scopus indexed journals. On periodic basis, the Centre

	organizes FDPs, workshops, seminars, and conferences of national/international repute to discuss issues and exchange innovative ideas on specific topic. Its ISSN numbered Bi-Annual Peer Reviewed Journal serves as a transparent forum to facilitate scholarly communication. The Research Centre, along with the subject teachers, guide and mentor the undergraduate and postgraduate students in research work. Student research in the form of case study and research papers are compiled, edited and published by the college. Centre organizes workshops such as seven day experiential workshops
Examination and Evaluation	Each course outline sets and suggests probable assessment components at the end of the course syllabus. The assessment is also discussed regularly during the subject experts meeting and a common assessment methodology is agreed upon including the marks to be allocated for the respective evaluation methods. The assessments components usually correspond to the number of credits that are allocated to the course papers. A four credit papers have a minimum of two continuous internal assessments with a midterm paper following the end semester paper. The faculty members have the liberty to conduct more than two continuous internal assessment if they so want to depend on the difficulty levels of the individual modules in the course paper.
Teaching and Learning	As part of the ongoing efforts undertaken to streamline the teaching learning process at the College, we have regular subject experts meeting for all courses that are offered. These subject experts meeting, the faculty discusses various facets of the teaching, learning concepts, case studies to be discussed, assessment design, criteria's, rubrics from the curricula to pedagogical including best practices of faculties are shared between them. At the beginning of the semester, the subject experts meet to standardise a standard plan of teaching pedagogy, create note plan and teaching plan. After all teachers ratify the note plan and teaching plan, the teaching plan is uploaded in the best site

Curriculum Development	The college compares its courses with the countrys best business schools as well as international reputed universities and college syllabus. In addition, feedbacks of the curriculum and syllabus for the programmes are incorporated, having been designed in consultation and collaboration with stakeholders namely industry experts, experts from professional bodies, academic scholars, social thinkers, activists and government representatives. The core curriculum is reviewed once a year based on evolving business criterias and input from industry professionals, recruiters and alumni. The faculty member who offers a core or elective course works with the subject experts called from other university, industry practitioner and take comp temporary updates, requirements from both the academic and industry needs including future requirement of employment of students. Based on these feedbacks, advises on course content, sequencing of topics and related assessments. The faculty member then proposes the course to the HODs, Vice principal and Registrar. This is then put forward to the Board of Studies and deliberated, and passed for approval in the academic council.

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

E-governace area	Details
Planning and Development	IOLITE Technologies Contact number 08022244711, 08022244315 (till 201819) Linways Technologies Pvt. Ltd, Kerala Start up Mission, Kinfra HiTech Park Main Road, HMT /Colony, Kerala. 95266 01110 (from 201920 onwards)
Administration	IOLITE Technologies Contact number 08022244711, 08022244315 (till 201819) Linways Technologies Pvt. Ltd, Kerala Start up Mission, Kinfra HiTech Park Main Road, HMT /Colony, Kerala. 95266 01110 (from 201920 onwards)
Finance and Accounts	IOLITE Technologies Contact number 08022244711, 08022244315 (till 201819) Linways Technologies Pvt. Ltd, Kerala Start up Mission, Kinfra HiTech Park Main Road, HMT /Colony, Kerala. 95266 01110 (from 201920 onwards)
Student Admission and Support	IOLITE Technologies Contact number 08022244711, 08022244315 (till 201819) Linways Technologies Pvt. Ltd, Kerala

	Start up Mission, Kinfra HiTech Park Main Road, HMT /Colony, Kerala. 95266 01110 (from 201920 onwards)
Examination	IOLITE Technologies Contact number 08022244711, 08022244315 (till 201819) Linways Technologies Pvt. Ltd, Kerala Start up Mission, Kinfra HiTech Park Main Road, HMT /Colony, Kerala. 95266 01110 (from 201920 onwards)

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	AS LISTED	AS LISTED	AS LISTED	245992
View File				

6.3.2 – Number of professional development / administrative training programmes organized by the Colleges 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	As per list attached	AS LISTED	01/06/2019	31/05/2020	75	24
View File						

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
As Per list attached	75	01/06/2019	31/05/2020	4
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
114	114	27	27

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Annual Paid vacation Partial/Full fee waiver	Marriage Leave Partial/Full fee waiver	Guidance for competitive exams soft

to wards of employees Fees and conveyance charges incurred by the faculty towards attending conferences, seminars and academic workshops Subsidized housing accommodation facilities for select categories Group Insurance Provision for seed money for promising research projects after evaluation of viability Maternity and Paternity leave Nursing mothers are granted flexible working hours ESI facility Provident fund Gift vouchers on important occasions Staff recreation trips Staff social outreach activities Emergency health care facility Transport reimbursement for programs/fdp/seminars Casual leave of 12 days RO purified water subsidized canteen facility. OOD facility to carry out Research activities Paid leaves for pursuing Doctoral and Post-Doctoral Studies Reduction in workload,relaxation in invigaltion duties, Viva Voce leave for teacher pursuing PhD OOD facility to Research Guides and other exam related work	to wards of employees Uniforms Earned leave of 30 days per year Group Insurance Maternity and Paternity leave ESI facility Provident fund Gift vouchers on important occasions Emergency health care facility Additional financial support -prolonged medical conditions Casual leave of 12 days RO purified water subsidized canteen facility.	skill development Career guidance Internships National and International exposure Midday meal scheme Book bank schemes for SC/ST students Cafeteria facilities at subsidized rates Scholarships and Free-ships Accesibility support and exam assitance to differently abled students Hostel for Boys Students at subsidised rates Physical welfare-sports and Yoga IT-Support Choir, Clubs and Associations Counselling- Personal, Group, HRD sessions, Psycho-educative programs Mandatory support cells- Equal opportunity cell, anti-ragging cell, grievance cell, sexual harrasment prevention cell

6.4 – Financial Management and Resource Mobilization

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

The college conducts internal and external financial audits annually to monitor the monetary transactions of the college. The internal audits are conducted midacademic year where a team of three professionals conduct the auditing and any discrepancy is brought to the notice of the Principal immediately. The management of the college is also capable of drawing the Principal's attention to any important matter. The external audits entail the auditing of all the different units of the management. The observations made by them are regularly complied with. The government also sends auditors to the college and their queries are attended to as well. The college has a stringent system in the management of the financial transactions. The line of control is traced from the Finance officer to the Head Office Accountant. Any problems are immediately addressed by the finance officer in consultation with the principal and with

the help of the Accountant who consults the matter with Head Office Accountant.

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
Received from RBL- as per list attached	5000	Contribution

View File

6.4.3 – Total corpus fund generated

119536205

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	IQAC Coordinator Academician from other state	Yes	IQAC
Administrative	Yes	IQAC Coordinator Academician from other state	Yes	IQAC

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

Financial Support, Staff-Welfare and Guest Lectures

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

a) Office, culture and documentation Audit b) Office etiquette and support c) Self-Management, Wellness and Happiness

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

1. Six new programmes were introduced after the 3rd cycle of accreditation 2. Additional classrooms were constructed and became fully functional 3. ISO certification. 4. Enhancement of infrastructure for examination, and augmentation of built-up area to accommodate separate cabins for HODs, IQAC cell, placement cell. 5. Management Sponsored Minor Research Project grants in the form of seed money was introduced which motivated and increased the interest in project work among faculties.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	Yes
d)NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality	Date of	Duration From	Duration To	Number of

| 2019 | Audits-Library - AS PER LIST | 03/03/2020 | 03/03/2020 | 03/03/2020 | 15 |

View File

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
A documentary of women from Andhra Pradesh being dragged into sex work	01/07/2019	05/09/2019	1072	245
Football workshop for girls	22/02/2019	22/02/2019	72	18
The girls day out	22/02/2019	22/02/2019	180	12
Make-up workshop for girls	22/02/2019	22/02/2019	150	Nill
A dance workshop for girls	22/02/2019	22/02/2019	125	15
A talk on 'the power of being a women in today's world'	22/02/2019	22/02/2019	134	15
A seminar on 'Atrocities inflicted on women'	22/02/2019	22/02/2019	142	85
Seminar titled 'Understanding self and others'	30/11/2019	30/11/2019	184	35
Panel discussion titled 'Women empowerment through Law'	07/09/2019	07/09/2019	146	25
A session on menstrual cups and cloth pads	03/12/2019	03/12/2019	128	18

titled 'Code Red'				
A session on sexual harassment that women face online in India	28/08/2019	28/08/2019	89	15
Write for rights' campaign	11/12/2019	11/12/2019	145	28
Diversity and inclusion- anti-bullying campaign	24/12/2019	24/12/2019	234	85
A digital campaign- issues of women living in the present Indian society	24/02/2020	08/03/2020	86	14
Femilogue' Event -Women Voice in Theatre	27/01/2020	28/01/2020	145	145
An awareness drive on 'Health and Hygiene'	24/02/2020	24/02/2020	48	12
VISTARA - A Panel discussion on Diversity and inclusion in the Corporate World - Inclusion of differently abled, LGBTQ, women and other under-represented groups in the corporate world	11/07/2019	11/07/2019	242	82
Student personality workshop	08/02/2020	08/02/2020	285	248
Open house for girls was organized	25/02/2020	25/02/2020	35	Nill
SJCC Students presentation to Kobe college Japan on 'Indian Economy	24/10/2019	31/10/2019	32	28

and women in India'				
A seminar on human trafficking	01/07/2019	06/09/2019	1072	245
Series of activities and lectures to educate students about handling peer pressure, self-esteem, building healthy relationships, sexual intelligence	01/07/2019	05/09/2019	1072	245
Inspirational videos and movies are shown to students related to topics like Self-esteem, Relationships, Peer pressure, etc.	01/07/2019	05/09/2019	1072	245
Film screening of 'Anamika' focused on brothels and red light area	01/07/2019	05/09/2019	1072	245

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
The total power requirement was128896.6 KWH and Renewable energy generated (solar) and used was1299.4 kWh(Percentage of 1) while for. the requirement of lighting the annual lighting power requirements was 39,497.92 KWH and the percentage of Lighting availed through LED bulbs was 39,497.92 kWh((the percentage of 100)

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Provision for lift	Yes	4
Ramp/Rails	Yes	4
Braille Software/facilities	Yes	Nill
Rest Rooms	Yes	12

Special skill development for differently abled students	Yes	Nill
Any other similar facility	Yes	23

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	47	06/06/2019	2	As per list	students to clean the surrounding of the college roads, war memorial and bus stops in Bengaluru. With the deteriorating state of cleanliness in our cities, programmes of this character would develop an awareness amongst students regarding the need fo	2785

[View File](#)

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Student Handbook	01/06/2019	It lays down the vision and mission of the College to educate, enable and empower youth

and prescribes adherence to human values, such as, diversity integration programs, service and sensitivity towards community, awareness about heritage and history, environmental consciousness and values of citizenship. It prescribes Professional Ethics through insistence upon rules and regulations and ordinances that are necessary for maintaining the College Discipline and its Best Practices.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
AS per List	07/09/2019	31/05/2020	27

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

1. An annual donation drive of old sports equipment is conducted by the Sports Department

2. Vermicomposting the dry leaves of the trees insides the college premises.

3. Enhancement of effective rain water harvesting structure

4. Implementation of Food waste converter machine

5. Installation of Solar rooftop power generation system.

Besides these, the College also has an Eco-Club Association which had taken the following awareness creating initiatives among its students:

6. On the 13th of August, 2019, the Eco club screened the documentary 'Before the Flood' to help the students understand the reasons for global warming.

7. The club also conducted testing of water filters, by Nexus Test Labs, in September 2019 and displayed the results, to encourage students to use the water filters in college and avoid the purchase of plastic water bottles.

8. In continuation of the Water Testing, a #BringYourOwnBottle campaign was executed and awareness was raised on utilising the filters for water and reusing water bottles.

9. In collaboration with First Main, Nat Geo Wild, Echoes of Earth, SJCC Student Council and E-Cell, the association screened a short film about conservation of nature- 'Kalia – the last gibbon' by Mr. Nitye Sood, on the 26th of November, 2019. Mr. Marwan conducted an interactive session about waste management and a green competition was also held.

10. On 17th December, 2019, a seminar titled 'Ambiente Climate Emergency was conducted with Mr. Karthik Ponappa (co-founder of Smarter Dharma) and Mr. Shiva Subramanian (Director of Connect Ventures) spoke about climate emergency and how businesses can tackle it.

11. In February 2020, the Eco Club conducted its annual Green Audit of the SJCC Campus which helps to think of more efficacious ways to conserve resources

better and reduce the wastage or unwanted expenditure.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title of the practice Broadening Students' Educational Experience 2. The context that required the initiation of the practice In a rapidly changing world driven by technology and globalization, success in any field hinges on the person's ability to provide leadership for challenging initiatives within the field. Leadership is not only the key for survival but also for creating one's own legacy, whether in a corporate world, academic field or within communities. Leadership skills cannot be taught as a single subject, rather it is the result of students encountering challenges and developing skills in order to meet the challenge. Such an experience should be provided both inside and outside classrooms. Hence, the Institution has made a conscious effort to broaden the students' educational experience by providing them with holistic education, comprising of critical thinking ability, in-depth understanding of the subjects and the real world, ethical decision-making skills, effective communication, creative and imaginative thinking skills, sensitivity towards society and a commitment to serve the people in need. 3. Objectives of the practice The primary objective of the practice is to provide an education that is holistic in nature and drives students toward academic excellence, character formation and social concern. The other main objectives of the practice are: 1. Developing a curriculum that offers a wide variety of choice in terms of specializations 2. Offering appropriate support for students to explore and innovate in their chosen fields 3. Creating an atmosphere in the campus that is conducive for developing leadership skills 4. Providing the necessary exposure to industry, professional bodies, international academia and other organizations 4. The Practice Broadening students' educational experience is a continuous process. Using comprehensive feedback mechanism, consultations, discussions and deliberations, the institution continuously upgrades the educational practice on three fronts: academic excellence, character formation and social concern. The best practices evolved on all the three fronts are interlinked so as to emerge as a single practice that contributes to the broadening of the educational experience of students. Some of the interlinked practices include: • Curriculum enrichment: The curriculum is periodically revised and updated, keeping in mind the requirement of the industry and the local, national and international needs. The institution takes a consultative approach towards this, as it includes the opinions of various stakeholders in its deliberation. As a result of such an approach, the institution now offers a diverse set of accredited programmes and has included skill development courses in the curricula of all its programmes. • Collaborations: The institution has entered into collaborations with the industry, academia, professional bodies and NGOs and has put in place a policy regarding collaborations, to effectively execute the practice of collaborations. As a result of this students now get a wider and practical exposure to their field of study. • Experiential learning: Internship programme for second year UG students, Internship semester for PG students, national and international exposure programmes, university visits, industrial visits, summer school programmes, seminars, guest lectures, workshops and outbound learning programmes through student associations and club activities, are an integral part of education as they contribute to the experiential learning paradigm. • Research: Research component is embedded in the regular curriculum of all programmes, and students engage with research by participating in case-study competitions, research workshops and projects. • Certification programmes: Students at SJCC have the option of equipping themselves with additional skills by taking up certification programmes offered by the institution. • Academic support for professional courses: Students pursuing professional courses are provided with academic and additional support

by way of conducting workshops, holding special lectures and creating flexibility in the academic schedule. • Participative governance: The Student Council is an elected body at SJCC and it manages student affairs and contributes to the welfare of the student community. Student representatives are nominated in various committees of the college. The extended Student Council which includes the heads of student associations and clubs is a forum for citizenship training and development of leadership skills. • Independent learning: Students have the option of taking up MOOCs instead of a regular course, in designated semesters. Apart from this, students are motivated to take up independent learning by participating in discussion forums, and are also encouraged to develop entrepreneurship skills by launching start-ups with the support of the incubation centre. • Career guidance: The Placement Cell of the college not only provides the opportunity for students to find a suitable career but also equips them with skills required to excel in the field of their choice. • Sports and cultural expression: The vibrant student community at SJCC is given ample opportunity, guidance and support to excel at sporting and cultural events. 5. Obstacles faced if any and strategies adopted to overcome them As this practice is the result of the interlink between several other practices, a few obstacles were encountered while implementing it. Strategies were devised at appropriate stages and an optimal resolution of the problems encountered was achieved. • Finding a balance: It was important to find a balance between all the components of this practice as any bias towards one component would lead to unhealthy competition and not contribute to a holistic educational experience. In order to avoid this the TQM committee would periodically review the practice and offer suggestions to find balance between all the components of the practice. The suggestions of TQM would be implemented with immediate effect. • Coordination between different departments: It was essential to establish a clear line of communication in order to coordinate all activities. As some activities would run parallel, for example – certification programmes and cultural activity – it was necessary to coordinate between both, in order to find space and time for both activities. In order to solve this problem, coordinators were appointed for all programmes and activities, and the Principal and Vice-principal would call for meetings of all the coordinators to schedule classes, events and activities. 6. Impact of the practice Students graduating from SJCC and entering professional work have occupied coveted leadership positions and excelled in their respective fields. The corporate companies regularly come back to the college in order to hire students as they have proven to be valuable assets to the companies. Some of the top rank holders of professional examinations are from SJCC. Students of SJCC have successfully launched and sustained startups and are contributing to the national economic growth. Students of SJCC have also ventured into fields other than commerce like the social sector, education, creative arts and sports, and have found success in the fields. The ever-increasing number of applications for the programmes offered by this institution and the increase in the number of companies coming to the college for recruitment, are testament to the success of this practice Magis – For the Common Good of Humanity 2. The context that required the initiation of the practice Character Formation is one of the three pillars of education at SJCC along with Academic Excellence and Social Concern. The driving force behind the institution is the philosophy of 'the magis' – a live affirming philosophy that gives a call to do more for the 'common good and humanity', to excel in 'human qualities' and to aim towards 'greater' in whatever one does. This philosophy of human character believes that true education is only when individuals are prepared to do more than what is required and are prepared to part what is dear to them in the service of others. With a view to fulfil this vision of education the institution has constantly promoted the idea of 'Giving' among its students and faculty. 'Giving' here is treated as 'parting with what one has in excess of'- be it time or wealth. The unequal nature of the society has made this practice a

necessity in today's world. This practice is intended as a character-building exercise for students and has now become integral to everything that the institution does. 3. Objectives of the practice The primary objective of the practice is character-building among students guided by the philosophy of 'the magis'. The practice aims to achieve the following other objectives: • Build a culture of 'giving' among staff and students and integrate it with all other activities in the college • Promote values like selflessness, empathy and mutual respect through acts of giving • Be of service to people in need, especially during natural disasters and emergencies 4. The Practice The leadership of the institution – members of the Society of Jesus - act as a guiding force in the implementation of this practice. The members of the Society of Jesus lead by example and become a role model for others to follow. They also provide the necessary moral focus for this practice. The first step in the implementation of this practice is to ensure that the staff and students understand the philosophy of education and the vision and mission of the institution. For this, the institution organizes orientation programmes and workshops which allow both staff and students to understand the true purpose of education as envisioned

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.sjcc.edu.in/pdf/best-practices.pdf

7.3 – Institutional Distinctiveness

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

priority and thrust in not more than 500 words The Bangalore Jesuit Educational Society (BJES) is a society registered under the Karnataka Societies' Registration Act, 1960 (Mysore Act No. 17 of 1960) on 31st March 1973. BJES has under its aegis many educational institutions that offers many programme -- general, vocational, technical and professional- one of such Institution is the St. Joseph's College of Commerce. Bembala' is a BJES community outreach programme designed for students of all institutions under BJES. This programme has been initiated to realize the Jesuit vision of life and education. Under Bembala, every institution has established an exclusive outreach department with coordinators working towards executing the programme. This programme has truly benefitted the student community in developing a spirit of community service. As part of the Bembala programme of BJES, the SJCC outreach department conducted many activities for the PG and UG students. These programmes help in creating awareness among the students and push them to contribute to the community life at large. The programmes were organized by the outreach co-ordinator of SJCC, Mr. Samuel Gladson, along with the support of BJES Bembala coordinators namely, Ms. Serina, Mr. Ranjith, Mr. Sunil, Mr. Anthony and Mr. Paul. The below mentioned activities were carried out under Bembala during the academic year 2019-2020. Cleanliness Drive- The Cleanliness Drive Program allows students to clean the surrounding of our college roads, war memorial and bus stops in Bengaluru. Traffic Awareness Program - The Traffic Awareness Programme placed students in eight strategic signals nearby the college, allowing them to assist the police in managing the traffic. The students stand at these signals with placards in order to create awareness about traffic rules. Charitable Home Visit- The Charitable Home Visits offered an empathetic understanding to the students about the hardships and challenges faced by the underprivileged people of our society. Rural Exposure-The rural camps at Manvi, Pannur and Solur have been designed for ensuring the holistic development of students and brought forth a few changes in the lives of the people who live there. The students' interaction with the villagers exposed them to their daily lifestyle and the socio-economic conditions of the villages Hiroshima-Nagasaki

Remembrance Day- The Hiroshima-Nagasaki Remembrance Day was conducted by the Outreach Department of SJCC on 13th Aug 2020. The chief guest for the same was Mr. Katsumasa Maruo, a delegate from Japanese embassy. The other dignitaries for the day included classical dancers, classical instrumentalists and people from other art societies. The programme saw talks based on usage of nuclear weapons on earth and their impact. The bombing which took place in Hiroshima and Nagasaki was discussed in detail with the help of a video. Drug Awareness Talk- The talk was conducted by the Outreach Department of SJCC in collaboration with Ashok Nagar police. A sub-inspector from Ashok Nagar police station addressed the students of SJCC about the issues related to drug addiction among the students in Bangalore.

Provide the weblink of the institution
https://www.sjcc.edu.in/

8.Future Plans of Actions for Next Academic Year

1. Introduction of new courses in U.G. and P.G programs 2. Encouraging Quality Research in Scopus indexed journals 3. Encourage more staff members to participate in funded search projects 4. To increase the value added programs in the college. 5. To explore vocational programs as value add programs 5. To increase the number of startups in IIC 6. To conduct international conferences on SDGs. 7. To increase the bandwidth of the college 8. To increase the number of national and international MOUs focusing on joint research 9. To increase the industry linkages for enabling semester internships for PG programs. 10.To upgrade the language lab software 11.To increase the e-content materials 12. In the year 2019-20 the woes of the Covid-19 pandemic began, community donations, help and other services plans to put in place.