



St. Joseph's College of Commerce (Autonomous)

163, Brigade Road, Bangalore-560025.

**INTERNAL QUALITY ASSURANCE CELL
(IQAC)**

NEWSLETTER
2018-19

IQAC



COORDINATOR'S MESSAGE



As the nodal agency of an organization for quality associated activities, the IQAC plays a central position in supporting and improving quality in the higher education establishment by carrying out operations to enhance, guide and monitor the institutions quality assurance and quality support activities concentrating on all stakeholders.

It organizes workshops, seminars on topics linked to quality and quality circles promotion. It offers the sound foundation for making decisions, improving internal communication, and acting as an institutional change agent. The institution's quality is determined by the integration of administrative tasks, the teacher's pedagogical caliber and the students academic excellence.

Our institution produces an atmosphere that makes learning easier so that our learners are happier, motivated and wherever they go they become excellent performers. The IQAC Department decided to organize the multiple operations in the form of maintaining quality standards, keeping this in mind first.

I express my heartfelt gratitude to our Principal Fr. Daniel Fernandes SJ, our registrar Dr. Nirmala Joseph, our vice-principals Ms. Ravidarshni and Ms. Sneha Rai for their invaluable support extended for all the IQAC initiatives.

I would also like to thank Dr. Sridhar L. S and Student Coordinators Ms. Sripriya R and Ms. Punida Arpitha. B for their extensive cooperation and coordination of efforts. I am glad that IQAC has come up with this very step of IQAC Newsletter, and I hope to see it grow efficiently and with a high level of professionalism.



THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

The Internal Quality Assurance Cell (IQAC) of St. Joseph's College of Commerce (Autonomous) plays a vital role in achieving the quality goals set by the various academic bodies under the state and central governments, as well as the institution. It is involved in setting benchmarks in the field of higher education, by applying numerous time-tested pedagogical approaches which transcend traditional classroom lectures.

The cell also helps in the holistic development of its student community. St. Joseph's College of Commerce (Autonomous) was accredited a 5-star grade by NAAC, for a period of five years, in February 2000. Since then, the college has been accredited Grade 'A' in three continuous cycles. The current accreditation of Grade A is valid up to January 2020 and the institution is meticulously preparing to submit the self-study report for the next accreditation.

IQAC at SJCC focuses primarily on quality enhancement of teaching, learning, evaluation, research, extension and consultancy opportunities.

This year saw a change of guard for the Internal Quality Assurance Cell (IQAC) of St. Joseph's College of Commerce (Autonomous). Ms. Shivakami Rajan was appointed as the IQAC Coordinator. With the current accreditation of Grade A extended to be valid up to January 2020. The planning of activities, documentation all had a flavor of NAAC and its objectives. The documentation of various activities of the college leading to quality improvement of institutional database was planned and IQAC acted as a nodal agency of the institution for coordinating Institutional data through MIS for the purpose of enhancing quality.

Objectives:

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.



IQAC EVOLVES MECHANISMS AND PROCEDURES FOR:

- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
- The relevance and quality of academic and research programmes.
- Equitable access and affordability of academic programmes to various sections of the society.
- Optimization and integration of modern methods of teaching and learning.
- Innovative and scientific evaluation procedures.
- Ensuring the adequacy, maintenance and functioning of the support structure and services.
- Research sharing and networking with other institutions in India and abroad.

FUNCTIONS:

- Development and application of quality parameters for various academic and administrative activities of the institution.
- Facilitating the creation of a learner centric environment, conducive to quality education and faculty development: to adopt the required knowledge and technology for participatory teaching and learning process.
- Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes helping continuous improvement.
- Dissemination of information on various quality parameters of higher education.
- Organization of inter and intra-institutional workshops, seminars on quality related themes and promotion of quality circles.
- Documentation of various activities of the college leading to quality improvement of institutional database.
- Acting as a nodal agency of the institution for coordinating quality related activities, including adoption and dissemination of best practices.
- Development and maintenance of institutional database through MIS for the purpose of enhancing quality.
- Development of quality culture in the institution.
- Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.
- Actively participated in the National Institutional Ranking (NIRF) and other All India Private Ranking Bodies



Major Initiatives of IQAC for the Academic Year 2018-19

Formation of Student Quality Assurance Cell (SQAC)

SQAC is the student cell of IQAC consisting of one student from every class of each program that is offered by the college. It aims to ensure that every student is heard and there is active participation from students in quality related issues of teaching, learning and evaluation of each program. Students of SQAC actively take the initiative to participate in all IQAC activities and are the voice of IQAC amongst the student community of the College.

Faculty Development Program-QIP- (Quality, Innovation and Prosperity) in Teaching Learning Process.

A two-day Faculty Development Program was conducted on 28th and 29th May, 2018 for the faculty members of the college. The resource person for day-1 of the program was Professor Dr. L. S.Ganesh (LSG), IIT Madras who spoke on 'setting purpose: Motivation'. On the second day, Dr. K S Sameera Simha, Dean of Vijaya Teachers College & the Joint secretary of BHSHEs, and Former Professor of Vijaya Teachers College, Bangalore delivered a session on-'Monitoring Progress towards Achieving Learning Objectives' which was followed by 'Setting Criteria for evaluation'. The day ended with a session on 'Rubrics Development- for Teaching and Learning' with hands-on exercises initiated by the resource persons from Vijaya Teacher's College.





•Faculty Development Program-Office Culture, Documentation and Audit

A Faculty Development Program was conducted on 30th May, 2018 for the administrative staff of the college. The resource persons for the program were Ms Prathiba Sudarshan, Director-Training of M/s.Winmark Solution, Bangalore and Dr. R.Krishna, Professor in Management & Group Director of Don Bosco Group of Institutions. The sessions were on Document Management System, Audit preparedness, GREEN PROTOCOL, Office Culture and teambuilding.

•Faculty Development Program-Office Etiquettes for Support staff.

A Faculty Development Program was conducted on 31st May 2018. The resource persons for this were Dr. R. Krishna, Professor in Management & Group Director of Don Bosco Group of Institutions and Ms. Prathiba Sudarshan, Director-Training of M/s.Winmark Solution, Bangalore.



•UGC Sponsored National Level IQAC Conference

IQAC organized a National Level Conference on “Quality Initiatives in Teaching, Learning and Evaluation Processes in Higher Educational Institutions” on 24th August 2018. Dr. D. Jeevan Kumar, consultant to the Karnataka Regional Branch of the Indian Institute of Public Administration, Bangalore and Trustee, Karnataka Chapter of the Sarvodaya Internal Trust was the keynote speaker.

Other resource people for the conference were Dr. Subramoniam Rangaswami, Professor of Eminence in Medical Education-Sri Ramachandra Institute of Higher Education & Research, Chennai, Dr. Siddalingaswamy Coordinator-IQAC, Office of Commissioner of Collegiate Education, Government of Karnataka, Bangalore, Dr. Sakuntala Samuelson, Principal, Surana College, Bangalore, Dr. G Uma Associate Professor, Department Of Statistics, PSG College Of Arts and Science, Coimbatore and Dr. Syed Wajeed, Associate Professor, Department of Microbiology, St. Joseph's College, Bangalore.



The conference received 42 papers and the book of abstracts was released in the inaugural session of the conference. The edited volumes with ISBN No – 978-93-5351-720-5 was released in March 2019.



•SQAC Workshops: Gemba Talks

The first GEMBA TALK Series “GEMBATALKS- VOLUME 1”was held on 12th September 2018 under the title ‘Pedagogical Mandates of Higher Educational Institutions’.

Topic	Resource Person
Understanding the CBCS system	Ms. Muktha
The Intricacies of Credit System -How to Earn Extra Credits	Ms. Sneha Rai
Ice Breaking the Outcome Based Education System(OBE) -A Student’s Perspective	Dr. Himachalopathy
Wrap up and Course Feedback	Ms. Shivakami Rajan





• Staff Evaluation.

The Institution believes that staff evaluation is an important measure to assess the degree of excellence of the work performed by the faculty members. The evaluation process is conducted periodically and coordinated by IQAC. Staff Evaluations are reviewed by the Principal and the consolidated staff rating is discussed with the individual staff members by the Principal. The staff evaluation is centralized and is recorded online. The feedback facility has been introduced into the student login of the ERP systems which makes it easier for students to give their feedback on the various parameters of the Staff Performance Evaluation system. This year Staff Evaluation was conducted in both odd and even semester in the months of September 2018 and January 2019.

• Open House

The Open House Sessions were held on February 27, 2019 for all the students and on February 28, 2019 exclusively for girl students in the Loyola Hall. Students were encouraged to interact effectively and bring out their concerns and place their suggestions on the floor. Prioritizing the needs and concerns of the students. The proceedings of the Open House were documented and submitted to the management for review.



• Exit Interview

The IQAC conducted Exit Interviews in the first week of March, 2019 for the outgoing students. This feedback mechanism from the outgoing batches brings out their experiences while at SJCC. This is conducted with the idea of understanding student experiences and using that to bring in changes if required.



• Repository and Information Processing

IQAC in collaboration with the Total Quality Management Team in order to collect information on various parameters such as Teaching and Learning, Research and Professional Practices, Graduation Outcome, Outreach and Perception, Student Progression established the repository team this year. It comprises of three senior staff members who have efficiently captured all the data and information of the institution creating a robust documentation base.

• IQAC and Ranking Process

Ranking of Colleges today has become a rough guide for the reputation and quality of the Institutions for many. IQAC, considering the critically of such decisions, IQAC has facilitated the collection and presentation of data for the annual ranking of colleges for different Institutional Ranking bodies such as the NIRF, India Today, Week Magazines, Swachhta Rankings etc.

• Website updation.

All IQAC activities conducted during the year were regularly put on the website for give clear-cut clarity of objectives achieved.

• UGC and NAAC Mentorship Program.

Under the University Grants Commission (UGC)'s 'Paramarsh' scheme, SJCC has been invited to mentor neighboring institutions who do not have NAAC accreditation. SJCC has responded to this call with a list of institutions identified and a plan of action. UGC and NAAC have appreciated this and have given consent to SJCC to go ahead with this program.

• IQAC and Unnat Bharat Abhiyan- UBA Scheme.

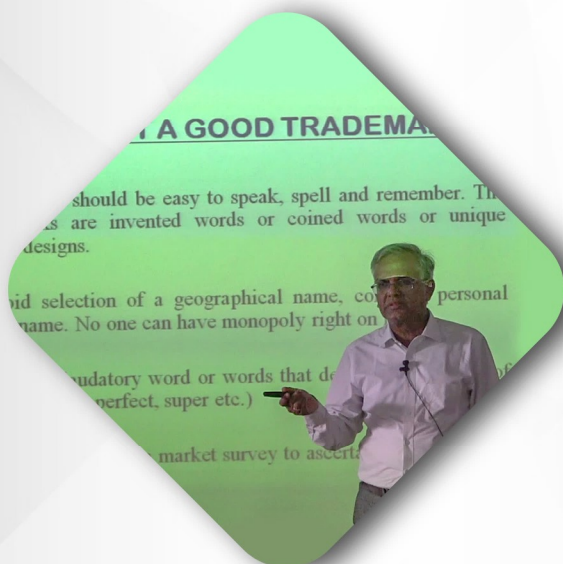
Under the Unnat Bharat Abhiyan, village adoption program for HEIs, UGC invited all interested HEIs to register for this program. SJCC registered for this in September 2018 and has adopted five villages in the ANEKAL taluk.





• Intellectual Property Rights Workshop

In association with Ministry of Commerce and Industry Chair on Intellectual Property Rights, Centre for Intellectual Property Rights Research and Advocacy (CIPRA) and National Law School of India University, Bangalore, IQAC conducted a one day workshop on 20th December 2019. Four sessions addressing issues of Patentability Criteria, Rights & Limitations of Patentee, Procedure for obtaining Patent in India. Law related to Copy right Protection in India, Law related to Trademarks & Designs Protection and law related to Geographical Indications were conducted were deliberated. The resource persons were from CIPRA. Dr. T. Ramakrishna was the keynote speaker, and the other resources persons were Mr. Vivek Anand Sagar, MHRD Chair on IPR, Mr Harikrishna S Holla an Advocate of IPR Property laws and Ms. Brinda K Varma -an Advocate and Patent Attorney



• Visit by CPE Advisory Committee of UGC

On 25th September 2018, a UGC constituted Advisory Committee visited the campus for verification of CPE funds and for sharing their expert opinion for the successful completion of the second phase of CPE. The Advisory committee members were:

Prof. R.K.Shukla,

Head, Department of Business & Commerce, PSS Central Institute of Vocational Education, Shyamala Hills, Bhopal (MP)

Dr. (Ms.) Minu BMadlani,

Principal, K.P.B Hinduja College of Commerce Mumbai – 400 004

The Committee was extremely pleased and recorded a positive feedback and also recommended SJCC for “College of Excellence” (CE) status.



Training and development collaborations:

St. Joseph's College of Commerce has entered into a significant collaboration with Industry partners to not only provide exposure to the industry for students and staff but also to enhance the curriculum and syllabus creation so that students can develop skills and acquire knowledge as required by the industry.

a) Federation of Karnataka Chambers of Commerce & Industry

The Federation of Karnataka chambers of Commerce & Industry (FKCCI) can be traced back to the erstwhile Mysore Chamber of Commerce, the precursor of FKCCI, which was conceived by Sri M. Visvesvaraya. The association has a membership of about 2500, drawn from all sectors of trade; commerce and industry, spread over the entire state including 150 district chambers of commerce and trade associations.

b) Karnataka Tourism Forum

The Department for B. Com Travel & Tourism collaborated with Karnataka Tourism Forum. Karnataka Tourism Forum is a non-profit organization comprising tourism professionals and companies that are dedicated to make a meaningful contribution to improve tourism in Karnataka. KTF, founded in 2001, is a structured and proactive force that has taken upon itself to bring a radical change to tourism, at large by way of global approach and dynamic endeavors. The Forum supports and works with the State and Central Government and its efforts have ranged from creating awareness to being an advisory body, suggesting and assisting policy formulation.

c) Patrick's Academy

Patrick Academy is a renowned Travel and Tourism Academy in Bangalore. Established by Mr. Patrick Andrews, a professional trainer with decades of experience in industry and Training, this academy is committed to every student to impart knowledge and groom their skills to stand out in this challenging industry aviation & Hospitality. Students of Travel and Tourism learn subjects such as Aviation and Airline Management, Airline Ticketing, Cargo Management among many others. The short term courses offered by Patrick's Academy focuses on quality and sustainable education in the fields of Travel, Tourism, Aviation and Hospitality. They also provide practical industry exposure to every student while studying in the form of on field training.



d) Thomas Cook

Thomas Cook is a leading Travel and Tourism company with global presence. Thomas Cook specializes in providing a broad spectrum of services that include Foreign Exchange, Corporate Travel, MICE, Leisure Travel, Insurance, Visa & Passport services and E-Business. St. Joseph's College of Commerce has an on-going collaboration with Thomas Cook to assist the institution in organizing international study tours. The study tours include visit to various universities, educational intuitions and organizations of international repute which enable students to bring about an international perspective into their learning.

e) i STAR

i STAR Skill Development is an accredited partner of the National Skill Development Corporation, affiliated to the IT/ITES Sector Skill Council run by NASSCOM. The Institution in association with i STAR runs several skill based professional certification programmes.

f) IMS Proschool

IMS Proschool, an initiative of IMS Learning Resource, is one of the foremost providers of financial accounts and analytics courses in the country. IMS conducts training programmes for CFP, CFA, Financial Modelling, CPA, CIMA and IFRS. The Institution in association with IMS Proschool conducted a Financial Modelling programme for 60 Hours which included a tailor-made syllabus on topics like Financial Management, Project Finance, Equity Research and Advanced Macros and VBA for Finance.

g) National Stock Exchange of India (NSE)

The National Stock Exchange (NSE) is India's leading stock exchange covering various cities and towns across the country. NSE was set up by leading Institutions to provide a modern, fully automated screen-based trading system with national reach. The Institution in collaboration with NSE conducted a NCCMP - NSE Certified Capital Market Professional short -term course for the students. The programme aims to enable the students to get first- hand knowledge of the dynamics of securities markets as well as to qualify for a career in the securities market



h) Ernst & Young (EY)

The Institution has a Memorandum of Understanding (MoU) with Ernst & Young (EY). EY offers a scholarship programme for the students of the college in which the students need to present a business plan and the selected business plans are encouraged to be realized through a grant of Rs. 1,00,000 as scholarship and are also offered a two month internship at EY.

i) Tata Consultancy Services (TCS)

The B.com (BPM Industry Integrated) programme run by the institution has been designed by Tata Consultancy Services (TCS). The course imparts knowledge and specialized domain-focused skills in Business Process Services Management. The curriculum of this course facilitates students to become Industry-ready and imparts the competence required to pursue careers in the value-added services in sectors like the ITeS Industry, Banking, Insurance, Financial Services, and Retail etc. The highlight of this course is the integration of subjects specially prepared by industry experts from TCS to add to the practical dimension of Business Processes Services Management.

j) International Skill Development Course (ISDC)

St. Joseph's College of Commerce, offers a two month rigorous IFRS course from ISDC to the B.Com Final year students. This financial reporting course offers a broad introduction to the Nature and Operations of the IASB, Presentation of Financial Statements, Accounting Policies and Changes in Accounting Estimates and Errors. The course introduced to the students - Cross-border, M&A and capital raising activities frequently requiring the use of IFRS. IFRS training is also imparted to students registered with the Professional Certificate Programmes. In association with ISDC and ACCA an international conference on Integrated Reporting was organized by the Institution. ISDC also offers a certificate programme titled "Enterprise Operations Certificate" designed exclusively for the BBA students to bridge the skill gaps of business graduate professional worldwide, thereby meeting the employability needs of both business and people.



STUDENT PROGRESSION PLAN:

In order to motivate and encourage students to enhance their grades, especially with respect to students who are academically weak and slow learners, the college adheres to the practice of following track records of student progression. Remedial classes and bridge courses are conducted along with counseling and mentoring in order to help students to secure better understanding of the concepts and securing marks.

INNOVATION & BEST PRACTICES

St. Joseph's College of Commerce has always strived hard to remain at the forefront of innovation and development by adopting some of the most advanced and competent techniques and practices that inspires students to expand their horizons and prepare them for globalized education. Under the category of innovation and best practices, the Institution provides a platform where students supplement their classroom knowledge with experiential learning. Through Global collaborations, International Industrial visits, International Internships, Social Internship, Community Services and Field visits and adopting many other best practices, the Institution is inspiring and motivating excellence in every sphere of life. In this academic year, some of the outstanding techniques and practices that have been adopted in accordance with the assurance to innovation are as follows:

- Education for All
- Curriculum Advancement- tie ups with various institutions
- Innovation in Teaching & Learning





THANKSGIVING DAY

The Institution organized a Thanksgiving Day on 9 March 2019 for the graduating students, marking the end a wonderful journey on the College campus through giving thanks to the Almighty. This was a solemn occasion witnessed by all the final years in which each class presented a prayer on their behalf and symbolic offerings were given. With the presence of the Rector, Rev. Fr. Brian Pereira SJ, and many other respected priests from the Jesuit institutions, the Thanksgiving Service made the passing out students feel more spiritually attached to the institution. The service was held in two sessions for the two sets of final year students.



SUMMARY

The Internal Quality Assurance Cell (IQAC) of St. Joseph's College of Commerce (Autonomous) plays a mantle in attaining the quality goals set by the various academic bodies. The launch of the IQAC newsletter affixes a step in the vision to channelize the efforts and measures of the Institution towards academic excellence. As a part of its mandate of developing an all-encompassing quality culture in the college, the newsletter will serve as an important conduit in the effort of spreading important information of the College and its activities on a periodic basis. We thank everyone for their unconditional support and cooperation in the publication of IQAC newsletter. We hope your feedback and suggestions will help the IQAC to develop further in its endeavor of creation, sustenance and enhancement of quality of the college.

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163, Brigade Road, Bangalore - 560 025

Assessed and Re-accredited With 'A' Grade by the
National Assessment and Accreditation Council

Recognised by the UGC as "College With Potential for Excellence"

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