



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

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

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

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.stjosephscollegesardhana.com/NoticeFile/AQAR-%202017-18.pdf">http://www.stjosephscollegesardhana.com/NoticeFile/AQAR-%202017-18.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.stjosephscollegesardhana.com/Academic.aspx">http://www.stjosephscollegesardhana.com/Academic.aspx</a>

### 5. Accreditation Details

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

### 6. Date of Establishment of IQAC

19-Sep-2014

### 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
Regular meetings (details are on website)	12-Jul-2018 1	13

Meeting (details refer to website)	21-Oct-2018 1	13
Meeting (details refer to website)	14-Dec-2018 1	13
Meeting (refer to website)	25-Mar-2019 1	25
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**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
NIL	NIL	NIL	2019 0	0
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

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**10. Number of IQAC meetings held during the year :**

4

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

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**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

Teachers were made acquainted with the revised new methods of Accreditation ( 2018 2019 ) Guest lectures were organised to train the students and the staff (teaching and non teaching) on the social issues like road safety, fire safety, save girl child, voting awareness and hygiene New Degree Courses as B.Com. and M. A. in four subjects Hindi, English, History and Political Science were commenced. Seven new teaching staff for new courses were recruited Periodical meetings with staff members are initiated to formulate the plan of action. The implementation of action plans are reviewed in subsequent meetings. Inter Disciplinary approach was applied.

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

Plan of Action	Achivements/Outcomes
Introduce new courses PG and UG	New courses were added
Orientation for the teachers at the commencement of academic session	Teachers were revitalised
Online admission Process at UG, PG and B. Ed level	Fair admission process and better administration
ICT workshop for the teachers	Computer knowledge enhanced
ICT workshop for the students	Computer literacy for the students
Language Workshop for the students	Competence in reading, writing and speaking
ICT workshop for non-teaching staff	To enhance their competence in administration work
Academic Calendar to be provided to all the staff members	Better and systematic functioning of the college
Research promotion in the institute	Encourage faculty to pursue research Publish Research Papers in journals with impact factor Encourage to attend more and National and International seminars, workshops and Conferences
Departmental seminars are organised	To provide a deep insight in to the particular area of the subject
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Governing Body of the college	17-Feb-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

2019

Date of Submission

03-May-2019

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

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

Management information system is operated by the institution in the following ways–

- All the information related to admission, exam, Scholarship etc. is done online and information is displayed for students.
- Extra curricular activity related information is put up on the notice board from time to time.
- Academic Calendar and all the other information regarding college is in the college prospectus and on college website which is available to students and all the stakeholders.
- All the information concerning curricular and extracurricular activities are also conveyed to the students during the daily assembly by the principal
- Information is also given in the news paper and thus students and parents are notified.
- College magazine is another means of conveying college information to the parents and students
- The college website is updated every year giving the latest news and events of the college.
- The information given to the students through each departmental WhatsApp groups.
- The regular managing committee meetings, staff meetings and student council meetings are the main platform to share all the information.
- Preparation of and display of Academic Calendar and time table.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

• The Institution is affiliated to Chaudhary Charan Singh University, Meerut, UP and follows the curriculum prescribed by the University. • Our academic calendar follows the time frame provided by the University. • Our vision is 'deZ.kSo fg laflf)%P which is clearly manifested in the application of the university curriculum in the college. • The curriculum prepares the base for the core teaching and learning which helps to make the curriculum learning-centred. • Clearly outlined programmes and course learning outcomes help the curriculum becoming learning centred. • The principal along with all the staff members prepares policies and guidelines after discussing the pros and cons of all the strategies and the best methods to successfully implement the curriculum. • Time plans are also actively implemented to ensure the effective delivery of the curriculum. • All the academic disciplines under graduates and post graduates are integrated for better understanding of various common topics among the department. • Connections and inter-relationships between the subjects is made explicit. • One single topic is taken up and all the faculty members of different departments cover that common topic. • Every department

prepares departmental annual academic calendar. • The faculty members prepare their lectures according to the syllabus. • We have a rich central library fully automated , equipped with computers, wi-fi and photocopier machines. • Class room teaching methods based on various needs of different subjects are used to deliver the curriculum effectively to the students some of them are as follows- 1. Group discussion 2. Projects and dissertation 3. Assignments 4. Use of white and black boards 5. Models and charts 6. Paper presentation by the students 7. Need based survey programmes, educational excursions 8. Guest lectures 9. ICT enable teaching-learning methods 10. Regular class tests , mid term examinations, mid semester examinations Viva -Voce to keep track on the improvements of the students 11. Remedial and Tutorial classes. 12. Departments maintain the records of the projects • All the faculty members are encouraged to attend and participate in the institutional seminar to add the individual insights to cover up the theoretical as well as the practical knowledge of the topic • The admission committee counsels to the students after carefully considering their qualification subject wise.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Computer course	nil	01/08/2018	180	Computer Centre, Computer job in Offices	Computer learning Physical fitness
Yoga course	nil	16/11/2018	180	Can work as NGO`s and with NGO`s, work in Health Centre	Learning various skills
Cookery course	nil	11/09/2018	15	Can start own cookery classes and courses.	Learning various recipes
Art and aesthetic	nil	10/09/2018	30	Own Art and Craft Studios, Startup Small Business entrepreneurship	Candle making, best out of waste material, paper bags, cards
Coaching For Basketball	nil	20/08/2018	70	Games Quota for Admission and Various Jobs.	Coaching For Handball
Journalism	NIL	03/12/2018	60	Free lance reporter.	Enhance writing reporting skills

#### 1.2 – Academic Flexibility

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

Programme/Course	Programme Specialization	Dates of Introduction
BCom	commerce	01/07/2018
MA	Hindi	01/07/2018
MA	English	01/07/2018
MA	History	01/07/2018
MA	Political Science	01/07/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	NIL	01/12/2019

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

	Certificate	Diploma Course
Number of Students	170	0

### 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Computer course	01/08/2018	200
Value Education	03/09/2018	150
Career counselling	01/10/2018	150
Physical Education	01/08/2018	500
Yoga and Meditation	01/08/2018	45
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Swachhta Abhiyaan	200
BA	Vote awareness	600
BA	Save Girl Child	600
BCom	Excursion to cottage industries	80
BEd	Internship by B. Ed students in school teaching	32
BA	Visit to Akshardham temple for the	150
BCom	knowledge of Indian culture and heritage	120
BEd	Micro Teaching	31
MA	Visit to University library	40

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## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

### Feedback Obtained

Any institution's growth and success chiefly depends upon the feedback system of that institution. Feedback system requires a lot of preparation to be implemented. The institution has been practicing a feedback system accommodating the students, teachers, Alumni and the parents to improve the performance and effectiveness. The questionnaires are formed and given to all the stakeholders to collect the feedback of the students, teachers, parents, Alumni about curriculum and teaching methodologies at institutional level. The views collected from the feedback are discussed in staff meetings and the improvement measures are taken. Students Monthly tests are the integral part of our evaluation system. All the students are evaluated through regular monthly class tests, assignments, models, exhibitions, quizzes, seminars, extempore, speech competitions etc. Through Half Yearly Examination, the staff able to take the feedback on their teaching-learning process. The feedback of the students is obtained in the mid session and at the end of the year and accordingly action is taken to improve teaching and learning pattern by providing questionnaire on various parameters. Teachers - The college conducts all faculty meetings monthly and some times twice a month also according to the need, to discuss the teaching-learning process and the ways and means of enhancing the curriculum. Proper discussions on research and Extension activities are carried on and the departments are suggested to implement them. Alumni - Every year Alumni meetings are called and their feedback is taken with due consideration. The college has a healthy relationship with the Alumni. Parents also form the part of important stakeholders of this system. Parent-teacher meeting is called, their feedback is obtained and analysed. The questionnaires, related to quality of teaching, students, discipline, sports facilities, lab facilities, examination system, student activities etc are distributed to the parents in PTM and different issues are discussed and efforts are made to find out the solutions. The parents of the students whose performance is not satisfactory or who are short of attendance, are counselled individually and given adequate advice. The feedback is analysed and action taken on the points required attention and scope for improvement.

## 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
BA	ARTS	720	526	526
BCom	COMMERCE	60	20	20

BEd	EDUCATION	100	63	63
MA	HINDI	60	12	12
MA	ENGLISH	60	17	17
MA	HISTORY	60	6	6
MA	POLITICAL SCIENCE	60	12	12
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## 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	609	47	17	4	21

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
21	21	15	3	1	7

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

The college is practising a mentor system where all the students are divided in to small groups of 32 students in each group and attached with a teacher who mentors them academically and morally . First of all the professors in the institution mentor the students in their respective classes, they try to solve the issues related to the academic as well personal and family problems, if there is any serious issue then it is reported to the principal and through counselling they try to solve it. Faculty members continue to be the mentors of the students. They encourage the students to put their problems before them, attempt to solve them and clarify their doubts. A one to one relationship is established between the mentor and the mentee which is really helpful in ensuring a student that he /she is a valued person. The students are inspired to develop their communication skills, their attitude and confidence, leadership qualities, general awareness etc. The teachers also conduct informal meetings with the students from time to time. Thus the teachers try to establish mutual respect, friendship, motivation and measurable goals with the students. The institute organises the induction programme for fresh students at the commencement of new academic session. The principal addresses the fresh students giving them basic information about the institute, facilities and various courses conducted in the college. All the faculty members also conduct induction classes in their respective subjects. Various committees and cells in the college also guide and mentor the students in their own field.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
656	21	1 : 31

## 2.4 – Teacher Profile and Quality

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

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
21	19	3	7	15

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Sr. Christina	Principal	Best Educationist (Vidhyarthi Vakas Parishad)
2018	Dr. Anjali Mittal	Associate Professor	Best Teacher (Vidhyarthi Vakas Parishad)
2018	Ms. Manu Sirohi	Lecturer	Best Referee (Nehru Yuva Kendra)
2018	Dr. Mahima Mishra	Associate Professor	Best performance in History dept. ( Bharat Vikas Parishad)
2019	Dr. Shuchi Prakash	Assistant Professor	Contribution to the society (Bharat Vakas Parishad)
2019	Dr. Nimisha	Assistant Professor	Recognition certificate given by MHRD for the workshop on Education ( given to last four teachers)
2019	Dr. Shuchi	Assistant Professor	Recognition certificate given by MHRD for the workshop on Education ( given to last four teachers)
2019	Mr. Rajendra Singh	Assistant Professor	Recognition certificate given by MHRD for the workshop on Education ( given to last four teachers)
2019	Mrs. Neeru Singh	Assistant Professor	Recognition certificate given by MHRD for the workshop on Education ( given to last four teachers)
2018	Dr. Mahima	Associate Professor	Recognition for the contribution for poor students in the vicinity by

[View File](#)**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
BA	AB	1 YEAR	08/05/2019	23/07/2019
BA	AB	2 YEAR	08/05/2019	09/07/2019
BA	AB	3 YEAR	25/05/2019	18/06/2019
BCom	C	1 YEAR	08/05/2019	23/07/2019
MA	G	2 SEM	25/05/2019	23/07/2019
BEd	E	1 YEAR	03/08/2019	04/10/2019
BEd	E	2 YEAR	03/08/2019	28/11/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution takes keen interest in continuous internal evaluation. To monitor students performance in the institution the following procedure is used

Monthly class tests ( the test papers are given to the students and open discussions are carried out for the better performance of the students) Half Yearly Examination (the exam pattern is based on university examination question paper) remedial Class tests ( continuous monitoring of the weaker students is possible) Various Assignments Field work and projects ( to enhance the skill of the advanced students) Periodical debates on various topics and quiz are conducted Besides these, the college has various committees, cells and societies to evaluate the alround development of the students. Library monitoring is done to help the students to spend quality time in the library. Regular Yoga classes and Sports is conducted in the institution to encourage and evaluate the Sports spirit and physical fitness. The Internal Continuous Evaluation is done through tests and assignments and projects.

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

Academic calendar is the back bone of institution and prepared at the commencement of new academic session. Special Staff meetings are held in order to plan Academic Calendar. Various suggestions and inputs of management are considered while preparing the Academic calendar. It is conveyed to the students and all the stake holders by placing it on the noticeboards and on college website. The academic calendar is also given in the college prospectus. It is also distributed among all the teaching and nonteaching staff of the college. The academic calendar is also uploaded on the college website. list of national holidays, state holiday, local holidays and institutional holidays is also mentioned in the college prospectus which is distributed among the students, teachers and nonteaching staff of the college. The tentative dates of N.S.S. activities are also given in the prospectus. Schedule of other activities such as college social and other cultural programmes etc. are also provided in the academic calendar. The tentative dates of halfyearly exams are also mentioned in it. Seminars and workshops are also mentioned in the academic

calendar. The college strives to follow the Academic calendar through out the session to achieve the human as well educational excellence.

## 2.6 – Student Performance and Learning Outcomes

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

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

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
AB	BA	ARTS	132	132	100
C	BCom	COMMERCE	20	20	100
G	MA	HINDI	12	12	100
G	MA	ENGLISH	17	17	100
G	MA	HISTORY	6	6	100
G	MA	POLITICAL SCIENCE	12	12	100
E	BEEd	EDUCATION	31	31	100

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## 2.7 – Student Satisfaction Survey

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

<http://www.stjosephscollegesardhana.com/NoticeFile/student%20feed%20back%20018-19.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	0	NIL	0	0
Minor Projects	0	NIL	0	0
Interdisciplinary Projects	30	JM Society	35000	35000
Industry sponsored Projects	0	nil	0	0
Projects sponsored by the University	60	St. Joseph`s Girls degree College, Sardhana	30000	30000
Students Research Projects (Other than compulsory	7	JM Society	10000	10000

by the University)				
International Projects	0	nil	0	0
Any Other (Specify)	7	Contribution of college retired teachers Alumni contribution Swachh Bharat Abhiyaan	5000	5000
Any Other (Specify)	7	Alumni contribution Swachh Bharat Abhiyaan	20000	20000
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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
workshop on Women Empowerment	B. Ed department	17/08/2018
inter religious unity workshop	History department	06/12/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
St. Joseph's Societal innovative approach to the needy students in the vicinity through SJSEP Cell	Dr. Shuchi Prakash	Bharat Vikas Parishad	16/08/2018	Teachers
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	01/12/2019
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### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded

0	0
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### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	B.A. Economics	1	23495162
National	B.ED	1	23955066
International	B.A. Sociology	1	03029298

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

Department	Number of Publication
B.A. Economics	2
B.A. Sociology	1
B.Ed. Education	2
M.A. History	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	2019	0	NIL	0

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### 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2019	0	0	NIL

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### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	8	14	2	0
Presented papers	2	2	0	0
Resource persons	0	0	3	0

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## 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat Abhiyaan	NSS, SJSEP, ECO CLUB, Bharat Vikas Prishad	10	300
Vote awareness	NSS, SJSEP, Vidhyarthi Vikas Manch, Local Authorities	7	600
Tree Plantation	Tree Plantation	10	150
Save Girl Child	NSS, SJSEP, Women Cell, Primary Health Centre, Our Lady of Graces Hospital Save Girl Child	8	200
Traffic safety rules	NSS, Eco Club, SJSEP,	6	600
Women Empowerment	Women Cell, NSS, SJSEP, Local Police Authorities	8	650
Medical Camp ( Blood Group test, Eye test)	NSS, SJSEP, First Aid Unit, Private Agency	21	150
Talks on gender issues	NSS, SJSEP	6	600
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Vote Awareness	Certificate and mementoes	Vidhyarthi Vikas Manch	16
Sardar Patel Jayanti (various competition)	Medals and Trophy and Certificates	S.D.M. Sardhana	20
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Voting awareness	Vidhyarthi Vikas Manch	Registered new voters	4	200
swachh Bharat	Local Adminstration	Rally, talks and hygiene awareness, skit,	6	250

		cleanliness drive		
Save Girl Child	Kanya Chaya NGO	Talks, Posters, Rally, blood test, essay competition	8	300
Gender issues	Social TALWAR NGO	Skit, talks, rally	6	100
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### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Teaching the School Children in school	31	Management	60
Talk by Staff Members	5	Management	1
Sports Activity	20	Institution	7
various competition	15	Institution	1
Inviting School Students for cultural literary activities	20	Institution	1
Inviting staff for lectures	10	Institution	1
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#### 3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
School Teaching	School teaching experience	St. Charles Inter College, Sardhana, Meerut	01/10/2018	30/01/2019	32
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#### 3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
St. Charles Inter College, Sardhan, Meerut	01/10/2018	Internship	45

H.S. Public School, Sardhana, Meerut	15/01/2019	Teaching	35
Praveen Paliwal Textile Tehsil Sardhana Meerut	16/09/2019	Visiting The Textile and learning the process to weave.	50
Sardhana Spinning Mils, Meerut Road Sardhana	14/01/2019	Visiting the Mil to learn thread making from yarn.	45
S.D. Inter College, Sardhana Meerut	05/12/2018	Teaching	31
M.I.E.T., Meerut	17/10/2018	Teaching	20
Anand duplex limited	23/01/2019	Learning the gift paper making and recycling the paper	40
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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
6642600	6051270

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

### 4.2 – Library as a Learning Resource

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

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

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total

Text Books	7386	410905	730	138640	8116	549545
Reference Books	7069	354950	205	118611	7274	473561
Journals	17	25220	5	2000	22	27220
<a href="#">View File</a>						

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
NIL	NIL	NIL	01/12/2019
No file uploaded.			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	30	1	8	0	0	3	1	1	6
Added	2	0	0	0	0	0	0	0	0
Total	32	1	8	0	0	3	1	1	6

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

1.5 MBPS/ GBPS
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4.3.3 – Facility for e-content

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

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
694500	349404	2946100	2430191

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

<p>The college has well defined procedure and policies for maintaining and utilizing all its physical, academic and support facilities. The institution has a fully automated and computerised library furnished with computers, scanners, photo copier machine and Wi Fi internet , Books issue and return done through computer software. Log in and pass word. Computer maintenance is done by the external agencies who take care of installing software operating system</p>
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and other apps on the computers. AMC of the computers includes replacement of faulty hardware. Lab assistant take care of the lab equipment. The management authority takes care of all the class rooms, seminar halls, building and girls hostel. Students are encouraged to participate sports at state level, university level and intercollegiate level. Many times they have kept the institution head high. All the Extra and cocurricular activities are organised for the students and faculty members help the students . College prospectus is made available to the students and it covers all rules of discipline and academic conduct. Every year all the support facility are revised and reviewed and any such area which requires repairing refurbishment or renovation are then maintained accordingly. Library is open for the students from 9.00 am to 3.00 pm. All the facilities in the library are looked after by the library staff.

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

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Provincial JM scholarship Poor fund Fee concession	16	105000
Financial Support from Other Sources			
a) National	Govt. Scholarship	516	0
b)International	NIL	0	0
<a href="#">View File</a>			

#### 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
Computer workshop	01/07/2018	200	College authorities
Yoga Certificate Course	01/08/2018	50	Yoga teacher with college
Remedial Classes	01/08/2018	250	Faculty members
Mentoring students	01/07/2018	600	Faculty members
Computer certificate course	02/07/2018	200	Computer teacher
personal Counselling	01/08/2018	25	Faculty members
Sports training	01/08/2018	150	Sports teacher
English speaking course	01/08/2018	170	English teacher and management
<a href="#">View File</a>			

#### 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	Number of benefited students by	Number of students who have passedin	Number of studentsp placed
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		competitive examination	career counseling activities	the comp. exam	
2018	Admission to other colleges and university Campus for higher education	50	50	45	35
2018	Career guidance	50	50	30	20
<a href="#">View File</a>					

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
1	1	3

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Vidya Knowledge Centre	170	5	School /College Police department	42	30
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	40	St. Joseph's Girls Degree college	Hindi, English, Pol. Science, History	St. Joseph's Girls Degree college	M.A.
2019	20	University campus	Pol. Science, Economics, English, History, Hindi	Chaudhary Charan Singh University Campus	M.A.
2019	15	Other colleges	Pol. Science, Economics, English, History,	Colleges affiliated to C.C.S. university	M.A.

Hindi

[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
Any Other	38

[View File](#)

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

Activity	Level	Number of Participants
Debate Competition	Intercollegiate	16
Art Exhibition	Institution	30
History Exhibition	Institutional	80
Handball match	University level	16
Debate competition	Institutional	10
Basket ball tournament	Intercollegiate	16
Dandiya Dance competition	Institutional	72
Patriotic Group song competition	Institutional	60
Patriotic group dance	Institutional	72
Rangoli competition	Local	24

[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
2018	Best Goal Keeper Award for Handball Tournament	National	1	0	0	Ms. Swati Tyagi
2018	Best Batsman award	National	1	0	0	Ms. Swati Tyagi

[View File](#)

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

- The institute has a well formed student council headed by faculty members.
- The institution has a culture of studentscentric activities and committees, all cultural activities are implemented and executed keeping in mind the interest of the students.
- At the commencement of every new academic year fresh committees and cells are formed with students and faculty members. These cells and committees take care of all the activities. (Academic and nonacademic)
- Cultural committee conduct all the cultural activities through out the year.
-

The decoration committee looks after the decoration matters in all the programmes. • Students are involved in a systematic way in all the academic events like seminars, workshops, debate competitions by the faculty members. • In sports students are selected on the basis of their interest and efficiency. They participate in Intercollege and Interuniversity Tournaments and have won prizes for the institution. • Career counselling cell invites people from different walks of life to cater information regarding different career to the students. • Departmental seminars are organised in every department to inculcate students' interest in research. Students are encouraged to write more and more research papers.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

20

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

20000

5.4.4 – Meetings/activities organized by Alumni Association :

One meeting in the year, interaction with the old students in Alumni meet and their suggestions for college welfare. Cultural programme by the Alumni. Tree plantation done by the ExJosephite Association.( EJA)

### 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 college has very systematic procedure to practice decentralisation and participative leadership in every field. Every department has a head to practice leadership and share the responsibility of the head of the institution. The various activities are carried out in these departments. Each course which been run this institution has a faculty of its own for example B.A. course has nine disciplines and each has its head to guide and support the staff. B.Com, B. Ed and M.A. too have their staff members in charge for various activities and decision making. The institution also has various cells and committees and the staff members are in charge of these cells like Eco Club, Student council cell, Grievance cell, women cell, SJSEP , NSS, Scout/guide, Medical cell, library committee, career guidance cell , sports committee, Debate committee, Magazine committee, discipline committee , alumni committee, examination committee and admission committee . These cells and committee work with their team and one teacher is the head of these cells. and carry out whole year's activities and guide the students. Two teachers are in charge of NSS, they are the programme officers to carry out al the activities of NSS. Vote awareness cell look after all the events regarding voting and general awareness. The college has very efficient IQAC cell which has a coordinator and the members follow the instructions of the NAAC coordinator in of our college. The managing committee of our college also has representative from teaching and nonteaching staff who are part of the decision making body in management. During the selection committee of staff also a member from teaching staff is part of selection committee. These are the systematic ways in which the college is able to give responsibilities to the staff so that they are able to exercise

the leadership and take part in decision making process. In the absence of the head of the institution, the senior most staff member plays the role of leadership in the college. Any seminar, debate competition or any event is organised by the staff members and they very efficiently carry out the leadership and responsibility given to them. This is indeed the secret of our institution to work effectively and efficiently. The council is also a very effective practice that college is maintaining so that students take part in leadership and support in discipline. Students are also have class heads who carry out responsibility given them by staff. The head girl of each course also helps in maintaining discipline and organising college functions.

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
Curriculum Development	1. Field work 2. Projects, 3. Debate, 4. Assignments and tests 5. Class discussion 6. Visit to industries and other areas pertaining to the syllabus 7. Society and community field work 8. Survey done in the local village by NSS students 9. Out reach programme to the institutions where specially challenged, marginalised, blind and deaf schools, charity and social centres . 10. Visit to the bank to see the working of Bank for the commerce students 11. Internship for B.Ed students in the schools 12. Use of LCD projectors and Computer lab to know the modern technology and information 13. Wifi facility in library to make use of internet for the projects and latest information in the subjects 14. Street plays on the topic related to subjects 15. Seminars and workshops for the students 16. Extracurricular activities
Teaching and Learning	1. Peer teaching practice 2. Essay, debate, poem, extempore and writing skill competitions 3. Articles written by students for the college magazine 4. Smart Class room 5. Painting and Rangoli competitions 6. Discussion in classrooms in groups of students 7. Computer aid and projector use 8. Models and charts competitions 9. Quiz competition 10. Questionnaire system 11. Remedial classes for weaker students/Advanced students 12. Field work and projects 13. Educational tours 14. Use of PPT in teaching 15. Internships
Examination and Evaluation	1. Online examination forms system 2. Half yearly Exam system conducted by

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

<p>Human Resource Management</p>	<p>1. The staff is encouraged to participate the seminars and workshops and fresher course 2. Encouraged to write articles for the seminars and for the publication 3. Various cells and committees are fully managed by the teachers 4. Organising seminars, workshops and Exhibitions by the teachers 5. Encouraged to be the resource person in other colleges and institutions 6. Encouraged to take Guest lectures in different colleges and inter departmental exchange of knowledge 7. The staff is invited as the chief guest in other colleges 8. As the examiner for the practical examination 9. To contribute for evaluation of exam copies in the university 10. Encouraged to take projects sponsored by the UGC 11. Orientation programme for the staff every year 12. Computer training for the staff teaching and nonteaching 13. Tally and M.S. office, Hindi typing training to clerical staff 14. Online examination and admission process training to the nonteaching staff 15. Library software training to the library staff 16. Preparing departmental reports and calendar by each staff member and the reports and mintues of each cell</p>
<p>Industry Interaction / Collaboration</p>	<p>1. Cottage industry visits and projects 2. Field work 3. Out reach programme for students 4. Educational tours 5. Intercollegiate activities 6. Add on courses in the college 7. Yoga certificate course 8. Forest department - tree plantation 9. Cleanliness drive in collaboration with municipality chairman and SDM</p>
<p>Admission of Students</p>	<p>1. Online admission is done 2. Registration is done online to the university website 3. The list of students is provided by the university on merit basis 4. The government rules are followed on reserved category students 5. Provision of 50 admission for minority students is available 6. The registration is online and it is mandatory for the students who are admitted on minority basis 7. Transparency in admission.</p>

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

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

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr.Sr. Christina	IQAC workshop	CHES ( Christian Higher Education Society)CHES ( Christian Higher Education Society)CHES ( Christian Higher	2000

			Education Society)	
2018	Dr. Meenakshi	IQAC workshop	CHES ( Christian Higher Education Society)	1500
2019	Dr. Shuchi	Higher Education Seminar	Xavier Board for Higher education	1000
2019	Dr.Sr. Christina	Higher Education Seminar	Xavier Board for Higher education	2000
2019	Dr. Nimisha	Higher Education Seminar	Xavier Board for Higher education	1000
<a href="#">View File</a>				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	ICT training for staff, computer training	Online admission process, examination Library automation software , library cards on computer software	01/08/2018	31/10/2018	21	5
<a href="#">View File</a>						

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
Fine art workshop	1	03/09/2018	05/09/2018	2
Staff Orientation in the college	22	08/10/2018	10/10/2018	2
Faculty development by computer	22	22/10/2018	25/10/2018	3

training				
Voting Awareness Programme and workshop	3	05/12/2018	05/12/2018	1
<a href="#">View File</a>				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
8	8	4	4

6.3.5 – Welfare schemes for

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

**6.4 – Financial Management and Resource Mobilization**

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

The institution conducts internal and external financial audits regularly. The audit done in 201819. Internal Audit Agency : V. Shankar Aiyar Company External Audit Govt. Audit : A.G. Allahabad Govt. Departmental A.G. Audit Allahabad

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Management ( College Society)	600000	Salary of the selffinanced staff
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

1550000
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**6.5 – Internal Quality Assurance System**

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

Audit Type	External	Internal
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	Yes/No	Agency	Yes/No	Authority
Academic	No	nil	Yes	IQAC Cell
Administrative	No	nil	Yes	Governing body

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

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

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

The medical camp organised for support staff . 2. Eye test Camp 3. workshop and seminar organised for the ICT 4. Account training for the office 5. Software training for the library staff 6. online admission training for the clerical staff 7. Helping them financially when needed 8. Outing is organised for the support staff for revitalisation

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

New courses B.Com and M.A. in four subjects were introduced in the college 2. Canteen facility for the students and staff 3. Car parking area for staff and cycle stand for students 4 .Badminton court for the students 5. SJSEP more effective in the college 6. Number of staff increased in the college 7. College website updated and designed better way 8. upgradation of college stage with shade, curtain and light system. 9. Smart board in seminar room

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	IQAC Workshop	16/07/2018	16/07/2018	16/07/2018	30
2018	Workshop on ICT	23/07/2018	23/07/2018	23/07/2018	40
2018	Social Extension Programme	03/09/2018	03/09/2018	06/09/2018	200
2018	Swachh Bharat Abhiyan	16/08/2018	16/08/2018	22/08/2018	50
2018	Workshop on Art Aesthetic	05/11/2018	05/11/2018	08/11/2018	32
2018	Installation of Smart Class room	04/03/2019	04/03/2019	06/03/2019	25



	ntages	local community					
2018	4	4	28/08/2018	1	Blood group check up	Blood donation	150

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

Title	Date of publication	Follow up(max 100 words)
College prospectus	05/06/2018	Reviewed and revised annually
Magazine	11/06/2018	Yearly writing skill of staff and student enhanced.

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

Activity	Duration From	Duration To	Number of participants
Induction Orientation programme for teachers and students	09/07/2018	12/07/2018	271
Moral classes compulsory for all the students	14/08/2018	20/12/2018	600
Independence day celebration	15/08/2018	15/08/2018	600
Teachers' day celebration	05/09/2018	05/09/2018	600
Girl child day Celebration	10/09/2018	10/09/2018	600
Women cell day	06/12/2018	06/12/2018	200
Gandhi Jayanti	02/10/2018	02/10/2018	600
Swami Vivekanand Jayanti	13/01/2019	13/01/2019	600
Celebration of Republic day	26/01/2019	26/01/2019	600
World AIDS prevention day	01/12/2018	01/12/2018	600

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

<ul style="list-style-type: none"> <li>• Tree plantation</li> <li>• Herbal garden</li> <li>• Solar Energy panels</li> <li>• Plastic free campus and use of paper bags</li> <li>• The institution has taken care of water management, power management and beautification of the campus</li> <li>• Use of different dustbins for different type of waste</li> <li>• Clean and lush green campus</li> </ul>
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## 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

<p>Best Practice 1. Access of Education to the deprived section of the society through the SJSEP Cell ( St. Joseph's Societal Extension Programme) . • The SJSEP is committed to reach out to the poor and deprived section of the society in terms of proving education. • It extends support to a neighbouring school</p>
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and shelter homes. • Our B. Ed students visit these children in their schools and teach them for an hour on regular basis. • The students of the college visit the near by localities to make people aware about the value of education and convince the people to send their wards to school and help the children through essential stationary and other requirements . • The SJSEP cell visits shelter homes like Prem Niwas and Jyoti Niwas and provide help with education , food and clothing. Best Practice 2. All round development of Girls along with academic Excellence • The institution has internalised the best practice in order to empower young women to grow up as valuable assets of society by providing them quality education and opportunities for allround development. • Various awareness camps on women issues, personal counselling sessions and talks are organised for allround development of girls. • Besides this moral classes and Yoga and sports activities are organised to inculcate ethical and spiritual values that helps students to deal with stress , depression and life management. • Programme on Girl child women empowerment are organised for student by Women Cell • Counselling sessions are organised regarding wellness and life management • Daily Assembly in the college gives the girls opportunity to pray and speak on various topics

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

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

### 7.3 – Institutional Distinctiveness

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

• St. Joseph's Girls degree college, Sardhana situated in rural area catering to the girls of near by 35 villages. It is our privilege to educate these girls coming from rural back ground where in majority of the students belong to O.B.C and S.C. groups with exception of few girls from general category. It is indeed a blessing to have college in such area girls are not able to go to far of colleges situated in the Meerut and near by cities. So the parents of the girls feel that their girls are very safe in this institution and education is part and parcel of their daily life here. • B. Ed course in itself is a great help to support the poor parents whose girls are able to get B.Ed training. • The college is providing facilities like field work, industry visit and social activities through NSS and SJSEP ( St. Joseph's Societal Extension Programme) .

• Being the govtaided college, the students are able study in a very minimum fee prescribed by the university. • The staff is able to give special attention to weak student through remedial classes. The various cells and Committees in the college are for the welfare of the students • . Girls are able to groom and learn leadership quality through the student council. Women cell works in the college or the safety of girls. • The SJSEP is mainly for the girls to connect with the society outside and help the needy and work for the weaker section of the society. • College sports team provide them good atmosphere and good health. • The debate committee supports them to speak with confidence and express their views on various topics. • The college magazine gives them a platform to develop their creative writing and express their views in the form of poems and articles. • The value Education class every mooring zero period is one of the best practice where girls are able to build their character . • Daily assembly is another very good practice which helps girls to speak during assembly and the head of the institution is able to address the whole college and communicate with the students. • Halfyearly exam is another very good practice in the college which helps the college to evaluate the teaching learning process. Thus over all development of girls are the success story of the college. The best practice of this institution is that girls continue with us from B.A. B. Ed and then in P.G too.

Provide the weblink of the institution

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

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

National seminars to be organized in the college • More Smart class rooms to be added in the college • More focus on Research activities • Library with Inflibnet facility • To sign MOUs with colleges , Universities and industries to provide more opportunities to the students • To provide merit scholarship for meritorious students • To encourage more and more departmental seminars applying Interdisciplinary approach • Publication of chapters and articles by the staff in journals • ICT use in college to be more effective with Smart boards and LCD projectors • Upgradation of College Website • To apply for UGC fund to have an auditorium in the college • Ebooks and ejournals in the college library • Introduce Tablet for the use of girls in the library