YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	ST.JUDE'S COLLEGE,THOOTHOOR
• Name of the Head of the institution	Dr.C.Hentry
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04651240715
• Mobile No:	9443693473
• Registered e-mail	sjc.thoothoor@yahoo.in
• Alternate e-mail	iqacstjudes79@gmail.com
• Address	Thoothoor, Kanyakumari district
• City/Town	Nagercoil
• State/UT	Tamil nadu
• Pin Code	629176
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	**Manonmanium Sundaranar University,Tirunelveli**
• Name of the IQAC Coordinator	**Dr.C.Vijayakumar**
• Phone No.	**9443693747**
• Alternate phone No.	**04651240715**
• Mobile	**9443693747**
• IQAC e-mail address	**iqacstjudes79@gmail.com**
• Alternate e-mail address	**stjudescollege79@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.stjudescollege.co.in/document/2019.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.stjudescollege.co.in/document/handbook_20_21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**7.4**	**2004**	**08/01/2004**	**07/01/2004**
Cycle 2	**B**	**2.86**	**2016**	**19/01/2016**	**18/01/2021**

6.Date of Establishment of IQAC	**01/07/2004**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	**Research Project**	**Ministry of Environment Forest & Climate Change**	**2019**	**3630930**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**

• Upload latest notification of formation of IQAC	[View File](#)	
9.No. of IQAC meetings held during the year	3	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	No	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	[View File](#)	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount	3930930	

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

Orientation and bridge course was conducted with a view to establish a connection between the school education system and college education system. By which, awareness is created among the freshmen learners about what to expect in a higher education environment. Two day bridge course on Communicative English and one day bridge course on particular major subject was arranged. Communicative English classes were handled by the faculty of English and the major courses were handled by subject teachers from specific departments. All the freshmen students participated and got benefitted.

Conducted a training programme on online teaching for all the staff. Experts from St. Xavier's Catholic College of Engineering, Nagercoil conducted the sessions and all the teaching staff participated in the training session. The participants received a first hand experience of the methods and tools used in online teaching including evaluation using Google Meet and Google Classroom.

Initiated the concept and implemented a centralized drinking water system installing a purification plant. In order to resolve the drinking water issues, centralized water purification plant was suggested as the permanent solution and accordingly, works were initiated and a water purification plant was installed with drinking water connection to every nook and corner of the campus thus

providing an uninterrupted drinking water supply to everyone on campus.

Initiated a centralized internal assessment committee which would foresee the proper planning, conduct and evaluation of three internal assessment tests and supervise its implementation.

Initiated quality initiatives such as course plans and evaluation methods for each subject which was prepared by each staff handling that particular subject and files required to be kept at each department as part of the documentation process.

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

Plan of Action	Achievements/Outcomes
Encourage Online Teaching.	Online and in some cases blended learning was made possible to all the staff.
Orientation and bridge course to Freshmen.	The freshmen beneficiaries got an awareness and required prerequisite background knowledge and developed communication skills.
Centralised drinking water facility	Solved drinking water issues and could provide 24x7 non-stop and sufficient filtered drinking water on campus.
Centralized internal assessment sysytem.	Gauranteed well planned and finely executed internal assessment system that brought required seriousness and commitment.
Submission of AQAR 2019-20.	AQAR 2019-20 was successfully submitted.

13.Whether the AQAR was placed before statutory body?	**Yes**

- Name of the statutory body

Name	Date of meeting(s)
College Committee/ Staff Council, St. Jude's College, Thoothoor.	16/05/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	28/02/2022

15.Multidisciplinary / interdisciplinary

St. Jude's College plans to become an autonomous multidisciplinary institution serving the varied needs of learners with a vision to provide the emerging opportunities that are becoming available globally. with the already available programmes such as Science and Mathematics, many initiatives are planned to include engineering and technology related concepts to inculcate scientific temper and technical orientation.

Humanities courses are already linked with Science and Commerce programmes through courses such as Non- major electives on other disciplines offered here. Besides, there are University prescribed courses such as Environmental Education and Value- based Education. These courses will help the learners attain a holistic and multi-disciplinary awareness and knowledge.

SJC has a holistic multidisciplinary curriculum with a vision to equip the students with an overall knowledge on allied fields apart from their core subjects. Each major programme has its own allied and skill based courses which are interdisciplinary in nature and they help learners develop

16.Academic bank of credits (ABC):

A committee has been established at the college coordinated by a faculty, Dr. Sabitha from the department of Computer Science to facilitate and execute the Academic Bank of Credits system in our college.

All the students are strictly enrolled into the ABC and the initiative has brought cent percent participation from the student community.

Now the college is fully prepared and ready with data and systems to

implement ABC. In other words, the college is fully committed to implement ABC system.

17.Skill development:

The college takes initiatives to fulfil the needs of the students for employment skills and takes efforts to meet the National Skills Qualifications Framework.

The non-major elective courses which are interdisciplinary in nature and are mandatory which will be the first level of providing employability skill development courses for all the students in the 3rd and the 4th semesters.

Secondly, the college provides Add -on courses on various skill based subjects such as Spoken English, Translation proficiency, Computer realted MS Office, Dress Designing, Hindi, etc. These courses have two levels such as one year Certificate Courses and Two Year Diploma courses. This will help the learners get knowledge, hands on experience and certification for a skill in which they are interseted.

One distinctive feature about our college with regard to Value Education is that besides the Value based Education mandatory course which is offered here, the college has taken efforts to successfully continue the long standing tradition of teaching Moral and Religious Values Instruction course for all the UG students throughout the year, one hour per week. This is the best practice of our college with regard to teaching moral values.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

There is no use of vernacular language in our college as the college and the programmes taught are through the English medium. Yet, all the students of UG first and second year are taught courses on Tamil and Malayalam language and literature.

The best practice of our institution in this aspect is continuing to provide courses on Malayalam language and literature to First and Second year students.

In the First language classes, the students are introduced to the Indian knowledge system through the literature of Tamil and Malayalam, state languages of Tamilnadu and Kerala. These classes are also taught in native Indian languages unlike the other courses which are taught in English medium.

Our college has the tradition of commemorating national and state cultural festivals with passion and fervour. Tamil cultural festival, Pongal and Kerala cultural festival Onam are celebrated with competitions, traditional variety events, Cuisines and cultural costumes.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The Course and Programme Outcomes are made aware to all the stakeholders in the beginning of the semester. Teachers are strictly asked to follow the stipulated outcomes from each course and plan their course delivery accordingly. Students are provided with the Outcome details for each paper and total programme outcome. They are also told about being evaluated based on the course outcomes in terms of three internal assessment examinations and assignments and seminars.

The Univeristy has prescribed and stipulated to all affiliated colleges about following POs, and COs. Based on that, our college implements these in course delivery, assessment strategies and end of the semester analysis of the outcomes.

All stakeholders including parents are briefed about the POs and COs and thus a cooperative mechanism is established so as to implement the University stipulated Outcome Based Education systems in our college.

20.Distance education/online education:

ICT enabled teaching is done by all the teachers and during the academic year 2020-21, most courses were taught through online mode. Training sessions were conducted for all the faculty. Technical experts from St. Xavier's Catholic College of Engineering, Nagercoil conducted an online training. Besides the regular one on one classes, the students were also given additional online materials and online home assignments.

Using PPTs, Video screening, using Online Tools for teaching, and other ICT enabled technologies are used for teaching learning. This is mandated with the course plans which contains teaching methods and the smart classrooms which has LCD projectors.

After Covid, many assignments and sometimes some classes are handled in hybrid methods which has certainly attracted the attention of the student community.

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**19**

File Description	Documents
Data Template	View File

2.Student	
2.1 Number of students during the year	**1571**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1475**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**566**

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	**76**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**76**

File Description	Documents
Data Template	<u>View File</u>

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**49**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**7895624615**
4.3 Total number of computers on campus for academic purposes	**74**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The Institution ensures effective curriculum delivery through a well-planned and documented process.

Our college is an affiliated institution and follows the curriculum set by the Manonmaniam Sundaranar University, Tirunelveli.

The Staff Council comprising of the heads of all departments finalize the schedule for the semester, the handbook, internal assessment dates and assignments.

At the department level, papers are allotted to teachers in staff meeting, lecture plans/ course plans are prepared for each paper including assessment and assignment plans.

Quality circles (Study circles derived from the streaming of learners after the entry level tests). with peer members.

Class representative meeting.

Mentoring system.

Special classes for three working days -for advanced and slow learners.

College and department level orientations &given bridge courses in major and in English communication skills.

Student centred teaching learning methodologies such as Experiential learning.

ICT and other online based assistive technologies are used widely.

Attendance of all students is strictly and carefully monitored and followed up.

PTA meetings at the department level for discussion and course correction.

Remedial classes.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.msuniv.ac.in/Academic/Semesters1 4_ug_pg_2021_2022

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

1. The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE).

Our college follows the University academic schedule and the internal assessment schedule, but it has its own academic calendar which is published in the beginning of each academic year and a copy of which is given to each student and staff. The college programmes and activities are preplanned and included in the academic calendar. With regard to CIE in particular, the college has to adhere to the CIE marks entry schedule of the affiliating University. So CIE has to be completed in advance before the due dates for the faculty to update the marks in the University portal.

2. As per the academic schedule internal examinations are conducted

for all departments by the internal assessment committee. The answer scripts are evaluated within fivr to eight working days after the exam and the marks are submitted to the examination committee. After the three internal examinations are completed, average is taken from the two high scoring tests from the three to make the total out of twenty and the assignment topics are alloted separately for the advanced and slow learners for the score of five marks.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://drive.google.com/file/d/10i9iQQBP53tw13nTDikHI46XzQWZlIy2/view?usp=share_link

1.1.3 - Teachers of the Institution participate in C. Any 2 of the above **following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

15

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

350

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

150

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The curriculum designed by the University has included papers related to Professional ethics, Personality development, Environment

Awareness, Value Based Education and so on. These are compulsory common papers prescribed for the completion of the degree. These papers are taught as like any major paper and credits are fixed by the University.

Women studies are included in courses of B.A. English and B.A. History curricullum. Besides, issues related to gender, have been given importance by the college by establishing the Women Empowerment Cell. The cell organizes many programmes related to gender issues and general awareness for women students throughout the year benefitting the women students of our college.Gender: The following courses are based on gender issues Thalithiyam, Women's Writing, Literature and Gender, Diasporic Women's Writing and Entrepreneurship and Industrial law.

Thus the college courses and additional activities together combine and endeavour to instill the awareness and the importance of ethics and values among the learners. All these courses and Empowerment cell aim at an inclusive and value based education and development for all the learners.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

9

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

260

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	[https://docs.google.com/spreadsheets/d/1W2cfgzqEwqzeQkz_1EpFhgLmdQtsmaL4UxYBbBTmJHs/edit#gid=1477802414](#)

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

569

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

406

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Entry Level Test:Every year tests are conducted for the Freshmen in the beginning of the academic year. The results are analysed and the

advanced learners and slow learners are listed out and the learners are streamed accordingly.

Orientation programmes are conducted at two levels - one at the college level and the other at the departmental.At the college level, itis offered to all the first year UG and PG students where University Evaluation process and internal assessment methodologies including assignment evaluationa and the marks alloted for each evaluative tests/ assignmengts.Besides, the co-curricular programmes avilable on campus and every Part V (Co-curricular) coordinator presents the requirements and makes a presentations.Department level, it happens simultaneously across all departments where the heads and the faculty meet the students and make presentations.

Slow and Advanced Learners: Based on the streaming done, separate coaching is given for the slow and advanced learners for the first three days of actual teaching days so that the slow learners are supported and the advanced learners are advised to take two positions - one at taking harder topics for assignments and the other is to mentor the slow learners through peer quality (study) circles.

File Description	Documents
Link for additional Information	https://drive.google.com/file/d/1hwlc2JCFIXD RjOedOH8yzlkh6003myfZ/view?usp=share_link
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1571	76

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Various teaching methodologies to enhance learning experience are used extensively here with efficient and experienced staff.

Experiential Learning: All the science programmes and some of the B.A. and B.Com. programmes focus on the concept of 'Learning by Doing' in many papers.

B.Sc. & M.Sc.: They have laboratory sessions weekly once for all the Science courses and whatever is taught theoretically in classrooms are practised at the laboratory. The learners are expected to maintain observations of their learning activities and infer knowledge and expected to apply it in multiple ways. The evaluations are done with external examiners.

B.A., M.A., B.Com. & M.Com.: End semester individual as well as group projects are done by all the learners in their field of study with their intereted area of research for the completion of the course and their projects are evaluated with external examiners.

These and many other student centred and participative learning methodologies of teaching are included in teaching. This is made an outcome of the Staff Orientation at the college and department level with the Principal and the HODs taking the lead. This reflects in the stunning performance of the rural students and in their feedback.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://drive.google.com/file/d/11zjybuUn2Mf2k97bzVwxGS8Qx70c-Ewl/view?usp=share_link

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

General ICT tools are used by the teachers here. Each department has a Smart class which is used for taking special classes by the faculty using PPT, Web resources, and AV presentations.

It is strictly instructed that a minimum of one Powerpoint Presentation should be prepared for each chapter in UG and atleast two PPT per chapter for the PG and such classes have to conducted in their respective department smart classes or in other rooms where such facility is available. PPT copies have to be kept in the department database so that Academic Council may be presented with whenever an inspection is done. It is also instructed to have PPT included in the course plan for each paper.

Web resources, AV presentations and other screenings (Literature and History departments) are also done whenever required in the smart classroom where LCD projectors are available with freeaccess. Strict follow up is done at the department level and verified at the college academic committee meeting which is held frequently. Encouragement is also provided to all the teachers to explore other ICT enabled tools which can be used on our campus for further enhancement of the teaching and leaning process.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://drive.google.com/file/d/1hHeOEZxtgXW TWyu-F3kK9HG_Vc2hFYOl/view?usp=share_link

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

75

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

76

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

50

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

802

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

We have the centralized internal assessment system in place.

The Exam Cell conducts three internal assessment tests every semester for each paper. The schedule for it is presented in the beginning of the semester in the academic calendar itself. Question papers for each paper are collected from the staff through email, required copies of the question papers are taken, and based on the test schedule, invigilation duties are assigned to the staff, examination hall are also made ready and the examinations are conducted in the first hour on exam days in a centralized method

enabling quality standards and transparency. After the examinations are over the valuation of the scripts is done within the stipulated working days of 5 to 8 andmarks are uploaded in the University web portal.

Staff council meets and finalizes the schedule of the three internal assessment dates and the department level meetings follow and schedules are discussed in department staff meeting and planning begins. The number of units to be covered for each test is decided with consultation and the question pattern is also finalized.

Assignment is part of the assessment process carrying 20% marks, hence instructions are given at the dept. level.

File Description	Documents
Any additional information	View File
Link for additional information	https://drive.google.com/file/d/17jKdLwvT_Z-i3gLlvVfuVyKxeTcSEmug/view?usp=share_link

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Grievances related to internal assessment are handled by the heads of department as all the documentation related to internal assessment is held by the department, though copies of the same are with the Internal Exam Committee. The HODs are instructed to be transparent in dealing with such issues whenever the arise.

If any issue is not resolved at the department level, the grievance is taken to the Complaints and Redressal Committee withExam cell Convenorfor deliberation and resolution. The principal and the committeel will convene such meetings.

All grievances of students are given opportunity to be presented to the proper committee for redressal and more serious issues are dealt with College Committee/ Staff Council.

File Description	Documents
Any additional information	View File
Link for additional information	https://drive.google.com/file/d/10i9iQQBP53tw13nTDikHI46XzQWZlIy2/view?usp=share_link

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Yes, teachers and students are aware of the Programme and Course Outcomes.

The Programme and Course Outcomes are presented to the learners of the course in the beginning of the semester along with the course plans. These arepresented to the learners with sufficient input for better understanding by the course teacher.

POs and COs are besides being discussed with the students by the HODs and the course teachers, they are put up on the notice board so that the students become fully aware of them and what they have to contribute or complete in order to achieve the objectives.

In the classroom they are motivated sufficiently regarding the attainment of POs and COs. They are also made aware that the internal assessment test questions and the University questions will be based on the COs. In addition to support the slow and advanced learners, the mandatory assignments for each course is designed in a way they are based on the Course Outcome.

In the department PTA meeting, the parents are orally briefed in vernacular language, the outcomes of programmes and courses of their wards.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.msuniv.ac.in/Academic/Semesters1 4_ug_pg_2021_2022
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Yes, attainment of Programme outcomes and course outcomes are evaluated by the institution.

Internal assessment examinations serve the purpose of evaluating whether the learners have attained the expected outcomes as the questions are based on COs. Since these three internal continuous

assessment tests give them twenty percent of marks for each course, they students try to get good scores which indirectly help them attain the desired outcomes.

Assignment assessment also helps them involve themselves deeply into the course attainment process by way of connecting topic or question being linked with the COs.

The course delivery using lecture, ICT enabled classes, Experiential and learner participatory methods and quizzes help the learners work towards achieving the attainment needed for Courses Outcomes.

End semester meeting of the department staff carry out an analysis of the results of all tests,assignments, the overall performance of each student and other evaluative mechanisms in order to verify the POs and COs whether attainment has happened or not. In this regard our college needs to do more work and documentation.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://docs.google.com/document/d/1ApJl6C6H1VWgVH_1efVjQ8A6UHYJ5l9S/edit?usp=share_link&ouid=10322737031979068 1802&rtpof=true&sd=true

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

413

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://docs.google.com/document/d/186QKKVlfhC2BKPZK_GYvDp8YIRIhOgtT/edit?usp=share_link&ouid=103227370319790681802&rtpof=true&sd=true

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://forms.gle/KrvGB7jUhZRS7ynr5

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3630930

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	[View File](#)
Supporting document from Funding Agency	[View File](#)
Paste link to funding agency website	https://moef.gov.in/en/

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

2

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

56

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

17

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension activities are carried out in the neighbouring villages through NSS and Unnat Bharat Abhiyan initiatives.

Owing to the COVID-19 pandemic situation, the academic and other activities were largely restricted to the online mode. However, due to the urgent need for dissemination of appropriate knowledge regarding the prevention, transmission and spread of the disease, students of the Institution undertook training, and awareness of vaccination drives along with general awareness initiatives. Three such activities were undertaken during the academic year. In addition, in order to support the financially struggling students due to the job loss, through the students many families were identified and supported by the college in terms of food grains and other medical necesities besides awareness campaigns were done in small scale through the NSS volunteers.

The college campus itself was opened to the health authorities to be used as isolation centre for many people of this region who returned from abroad. The isolation centre continued to be operational for many weeks. Thus, in many ways even during the Covid period, the college served the society, the neighbourhood and the deprived student community.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1ZCTF9LltVCF AdvwiCyr9pIVtPZhCIeri/view?usp=share_link
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

1

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

10

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

450

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

10

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

1. Each department has installed ICT enabled smart class rooms for its uses. Based on the requirement, the smart classroom is utilized for a better learning environment. Besides, each department has spacious and ventilated classrooms and its own staff rooms with required facilities. Timely and quick maintenance systems are in place to keep them going and additional facilities are added from time to time.
2. There is a seminar hall with air conditioning facility which is used for the conduct of seminars, association meetings, conferences, etc. seminar hall also has access to ICT facilities. ACs and other facilities are properly maintained.
3. The college has a well-equipped and well stocked library open for all students and staff. Every year new books are purchased and added to the library based on the changing and updated curriculum requirements. The library also has automation facilities.
4. Sufficient and well maintained Laboratory facilities are available for programmes such as, Physics, Chemistry, Botony, Zoology, Fisheries, PG Physics Research Lab, Language Laband Computer Lab.
5. Adequate computer systems are available. Each department has access to its own systems, printers, etc. and library has computers with e-learning facilities wherejournals are available online free of cost tothe staff and students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://docs.google.com/document/d/1tO8VhBea NCwb6sVrh6f5s53kA4rd_uxv/edit?usp=share_link &ouid=103227370319790681802&rtpof=true&sd=tr ue

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

1. The college trains deserving students in sports who are guided to further excel in their sport by the Physical Education Department of the College. The college has state of the art sports Infrastructure. The College is also known for its focus on co-curricular activities that are seen as an integral part

of the teaching methodology. The college has a Yoga Room for recreation, fitness center, Play field with Centre Cricket Pitch and Football uprights, Sports Room, Sports Store Room.

2. The college has a state of the art auditorium with excellent sound and light systems. Cultural programmes are conducted with excellent participation and very colourful variety. The spacious auditorium provides the scope for greater achievements in cultural activities of the college. The college strives to develop both curricular and extra-curricular talents in the students. There are different student societies in the college. Some of these societies are also allocated rooms to coordinate and undertake their activities.

3. Outdoor sports facilities of the college are used by the public throughout the day, form early morning walk, games practice by school and other college students and all kinds of recreational and competitive sport activities are allowed from dawn to dusk.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://docs.google.com/document/d/1l9jh8ng8-K7OsBMJKdT6nSQD-txclec1/edit?usp=share_link&ouid=103227370319790681802&rtpof=true&sd=true

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

12

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

12

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://docs.google.com/document/d/1k6M4KP69Et8R-eoH3qtJqNGO1PHj9hQ_/edit?usp=share_link&ouid=103227370319790681802&rtpof=true&sd=true
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

2742641

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

College central libtrary has automated library management system which caters to the demands of students and staff. The library has access to thousands of books very well catalogued and computerised for easy borrowing and return. Library also provides besides, the stack room, reference section, reading area for both students and staff other than e-learning facilities.

Details of the ILMS:Dolphin's Lips i Net 5.0

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://docs.google.com/document/d/1LT_Qjmhn qW0vkJsVQ4_Kb9Vpkd8GTaPo/edit?usp=share_link &ouid=103227370319790681802&rtpof=true&sd=tr ue

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources　　　**B. Any 3 of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

14445

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

48

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

College has 74computers and full campus wifi coverage with high internet speed. Each department has access to internet connection, Desktops and printers with ICT enabled classroom/ smart class room. Computer, Internet and other ICT facilities are maintained with service providers after any issue is found. The issue is reported through a maintenance register maintained at the Office Superintendent's desk and request for sorting out the issue is made by staff or by the department concerned. OS makes sure the work is completed within a stipulated time.

Wifi coverage is augmented very often with an intention to provide wider and faster internet coverage across the campus. Each department and every smart classroom is networked with the internet connectivity for the use of staff and for the benefit of the teaching community.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://docs.google.com/document/d/16VqAN8Xb ikTH7YwtYRMg_4Ibn0yj4Pd5/edit?usp=share_link &ouid=103227370319790681802&rtpof=true&sd=tr ue

4.3.2 - Number of Computers

74

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the   A. ? 50MBPS

Institution

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

854000

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

College has a well established procedures and systematic usage and maintenance of all the physical, academic and support facilities. The physical infrastructure of the college such as laboratory, library, sports complex, computers, classrooms and others undergo proper and timely maintenance based on the requirement and fulfilling the needs of all the stakeholders.

Academic

Sports and extracurricular activities

Administration and other amenities

Maintenance of physical infrastructure

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://drive.google.com/file/d/1tjySeadRVIkzW3GYBp9JF_7wdu0UPKyR/view?usp=share_link

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

259

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File]()
Upload any additional information	[View File]()
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File]()

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

285

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

C. 2 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

50

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

50

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

B. Any 3 of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

10

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

450

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

00

File Description	Documents
Upload supporting data for the same	[View File](#)
Any additional information	[View File](#)

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

05

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	[View File](#)

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The students Council of the college is the primary body to convey the requirements of the students. Student council members are elected by the class members. Principal, Student Affairs Coordinator, Members of students Council meet once in a month and discuss all the issues. And also review the action taken on the issues raised in previous meeting. Equal opportunity is given to all the members to give their suggestions / grievances / complaints / representations.The meetings of the above bodies are conducted periodically and Action Taken has beeninformed to all the members in the subsequent meeting. Students participation in manycommittees help the college to address the students grievances and further developments to excellence in all domains. All these responsibilities help our students explore their acumen for leadership.

Elections are held for the following Student Representative posts:

Chairperson

Secretary

Fine Arts Secretary

Lady Representatives (2)

English & Tamil Association Secretaries and Class Representatives.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

4

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

St. Jude's College Alumni Association has active participation in activities of the college since 2003through financial and nonfinancial means. It is in the process of beingregistered as a trust.Separate alumni website has been actively maintained to update their profile and offer their feed backs.It has taken measures to connect all the alumni of the college as life members of the association. It acts as a bridge between all the stakeholders of the college and extends support for the welfare and development of the student community.

Every year we organize oneday Alumni Meetprogramme.Our alumni represent various committees/cells/forums of the college like IQAC composition of the college, Board of studies of the departments, which reveal the active participation of our alumni in holistic development of the college. It is our tradition to invite our alumni for important programs of the college viz. College day and convocation.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

5.4.2 - Alumni contribution during the year   **E. <1Lakhs**

(INR in Lakhs)

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The college is administered by the Latin Catholic Fishermen Educational Society which works for the educational development of the fisherfolk in this region. The college administrators are already involved in the welfare of the community and this reflects on the initiatives taken by them with regard to the college management as well. As per the vision of the college, the management works to provide affordable educational opportunities to all the people around the college besides bringing in students from far and wide.

The College administrationdisplays ethical, consensus-oriented, transparent and participatory style of governance. The Administratoris the headof the institution. He ensures that the vision and mission of the college is at the core of all decisions made. The administrative officertakes care of other day today administrative developments. The Principal directs all academic, research and student-related activities. Stakeholders are consulted on major developmental issues.

Teachers are represented in all bodies to work in close collaboration with the Management. Unilateral decisions are not taken. General staff meetings are regularly scheduled. The Management seeks feedback from the staff which is collated, analysed and action is taken. The Grievance Committee redresses issues.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/10i9iQQBP53t w13nTDikHI46XzQWZlIy2/view?usp=share_link
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The college academic and related administration is largely done by the staff council of the college. It comprises of the heads of all the departments, headed by the Principal. It takes all the important decisions collecting suggestions and feedback in turn from each department. The implementation of the decisions of the council is given to the individual departments. The management, thus decentralises the administrative works. All the heads of departments and through them most of the faculty are involved in decision making and implementation of the works. The management takes care of certain works related to construction, maintenance and appointments.

Teachers are represented in all bodies to work in close collaboration with the Management. Unilateral decisions are not taken. General staff meetings are regularly scheduled. The Management seeks feedback from the staff which is collated, analysed and action is taken. The Grievance Committee redresses issues.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/10i9iQQBP53tw13nTDikHI46XzQWZlIy2/view?usp=share_link
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

As per college development strategy is concerned, infrstructure development has been given importance. Accordingly, new seminar hall facilities, new library facilities and other requirements have been added to the college.

Public perception related strategies have been implemented through the Covid assistance given to the public and to the families of poor and deserving sections of the student community.

Sports Category: Deserving sports achievers are selected from various schools and given admission. They are trained and for better performance and allowed to represent the college in various events.

Computerization: All departments are provided with computers and Printers. Wired and Wifi internet connections are made possible to

all departments and wide and proper coverage of Wifi with sufficient speed is given to every part of the campus.

Centralised Internal Assessment System and Centralised Water purifier and drinking water supply systems have been implemented and many more such iniatives are going to be initiated for proving better teaching learning environment on campus.

In order to increase the research output of the college, four research centres are already functioning on campus and four more research centres in Tamil, History, Botany and Zoology are planned for the near future.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Most of the institutional bodies function well with constant directions from the management and the Principal. Every institutional body, committee and other asoociations actively contribute to the overall development of students and make sure teaching learning environment is at its best.

Staff Council is headed by the Principal which discusses all the activities of the college.

IQAC prepares the Annual Quality Assurance Report through regular, scheduled meetings. The IQAC spearheads all quality improvement activities. Statutory Bodies and the non-statutory Bodies collaborate with the stakeholders to evaluate and implement activities.

The Examination Committee meticulously conducts all internal examinations in a centralised manner.

The Heads of Departments coordinate the activities of the respective departments.

The Coordinators of all Committees and Clubs plan the annual activities. The Students' Union works for a vibrant campus life. The Union monitors the functioning of the various student committees. The Office administrative staffdeal with the administrative, finance and office matters.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/10i9iQQBP53tw13nTDikHI46XzQWZlIy2/view?usp=share_link
Link to Organogram of the Institution webpage	https://drive.google.com/file/d/1s9eBRNNKogeB7SkKSurkJx4vxyY0jTVA/view?usp=share_link
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The college staff association with support and guidance from the management and Principal, initiates staff welfare measures, providing financial support to marriages, arranging gatherings, picnics and so on. A nominal amount is collected monthly from all the staff which is used for all the required support measures to both the teaching and non- teaching staff.

Staff welfare club or the Staff Association functions very actively

both for the teaching and non Teaching. Dr. Nixon Dhas, Assistant Professor and Head, department of Commerce is the secretary of the association. The association collects monthly subscriptions form the staff which is used for contributions during Marriages and for other important and emergency situations.

The college organises annual staff picnic both for teaching and non-teaching, sponsoring the whole expenditure thus paving the way for improving unity, and brotherhood and community spirit among all the staff.

Lunch, gifts, momentoesand refreshment is provided to staff by the college whenver there is an important occassion such as the feast of St. Jude, the patron saint of our college, Teacher's day and during Christmas day.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

3

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

32

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	<u>View File</u>
Details of teachers attending professional development programmes during the year (Data Template)	<u>View File</u>

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Student feedback on teachers is collected and submitted to the management for further actions. The data collected from students' feedback is used to assess the quality of the performance of teachers and based on the feedback instructions and suggestions are given to the staff concerned.

Actions are taken based on the feedback collected from the students. The low performing teachers are given strict instructions about making improvements and change certain attitude towards teaching and students.

Since feedback is collected and analysed every year, there is a tendency among the staff to improve themselves in terms of their commitment and teaching methodologies. This could be a healthy competition among the staff.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1hU_2p-1uWy4 600pEtFN5CB4ynmP16zLM/view?usp=share_link
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Government conducts financial auditing through the Regional Joint Director of Collegiate Education, Tirunelveli, Tamilnadu.

Auditing for the year 2020 -21 is not yet completed.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**No File Uploaded**

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The operating budget of the Institution is adequate for its day-today expenses and for the maintenance of infrastructure. The Institution makes strenous efforts to mobilize additional financial resources for infrastructuredevelopment and other activities. This is effectuated in a variety of ways some of which are:

1. The Parents-Teachers Association (PTA) and alumni contribute towards the organization ofvarious activities.

2. Generous donors in and around college, who have some association with college are approached for some funding for specific development works of the college.

3. Incomes derived from students' fees and value-added courses are used for various purposes e.g. infrastructure development.

4. Sponsorships and donations from various sources are obtained and accepted for the conduct ofstudent activities/events. In summary, the Institution, mobilizes financial resources from various sources for its needs and employsthem optimally, judiciously and transparently.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC has constantly initiated quality improvement measures which are followed by all the staff. Many initiatives like Bridge course for the freshmen, Preparation of course plan for each paper, publicising course and programme outcome, Orientation programme for the freshmen and entry level tests.

IQAC initiatives have made a significant improvement in the quality standards of teaching and learning in the college. Facilities to staff and students have improved. New and permanent systems such as filtered drinking water to all through a centralised plant,computer with internet facility for all departments and full fledged functioning campus wifi.

IQAC has taken the mantle of leading the college towards higher standards, excellent facilities, transparent and efficient administartion and best possible teaching learning environment for all who enter the portals of the college.

IQAC has become the single point data collection centre and the documentation hub of the Institution withan office Assistant.All Cells/Clubs/Association, upon the conduct of any activity, would furnish details and requisite documentation to the IQAC within a fixed timeframe. We hope to fine tune the data collection and documentation system through the IQAC for forthcoming years. So that any data required for AISHE, NIRF, AQAR, SSR will be at hand.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

By way of collecting data, many initiatives are made sure they are implemented. Since, teachers have to submit data and output, they have to go through the processes as suggested by the IQAC. Systems are put in place to make sure effective teaching and learning are taking placeand proper evaluation strategies are established through a committee earmarked for the same purpose.

Feedback System: College has an effective feedback system where the respondents such as students and parents without any hesitation shre

their observations on staff, and functioning of the college. This has enhanced the effectiveness and commitment levels of all the staff both taeching and non- teaching.

Due to the COVID-19 pandemic, the teaching-learning process has been conducted largely in online mode. The severely reduced avenues for students to physically visit the College campus has prevented them from utilizing Library facilities and has hampered their access to textbooks and reference materials. College has taken efficient measures to help learners in this matter by suggesting so many online avenues where they could find reading and reference materials. Inspite of the online teaching, most students would stay till evening for the last hour of classesto end showing immense interest.

File Description	Documents
Paste link for additional information	https://docs.google.com/document/d/186QKKVlfhC2BKPZK_GYvDp8YIRIhOgtT/edit?usp=share_link&ouid=103227370319790681802&rtpof=true&sd=true
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://docs.google.com/document/d/186QKKVlfhC2BKPZK_GYvDp8YIRIhOgtT/edit?usp=share_link&ouid=103227370319790681802&rtpof=true&sd=true
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Most part of the academic year was lost due to the Covid. Only online classes were possible during the year. Women safety measures including instructions to protect the safety of women students during online classes were followed. whatsapp groups were separately formed for boys and girls and sensitization sessions were conducted by the head of departments for every department.

Women students were given a number of empowerment programmes online by the Women Empowerment Forum that plays an active role in the life on campus of all girl students on campus.

Women Empowerment Forum also organized a number of competitionsthrough online mode to benefit the girls students which was aimed at providing ample opportunities for girls who would not step out of home due to lockdown.

File Description	Documents
Annual gender sensitization action plan	Women Empowerment Forum & Equal Opportunity Forum
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Anti-Ragging helpline, Women Common Rooms, Women Empowerment Forum Staff to provide all assistance and support, Women specific programmes, Women talent search competitions, etc.

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste management systems have been put in place with a pit constructed for the purpose. Solid degradable waste is managed using the pit. Degradable waste is carried to the pit and dumped and water is poured in it.

The campus has been decalred as a plastic and litter free campus, circulars are sent, boards are installed to make it mandatory and announcents are frequently made to sensitize everyone on campus. Only steel lunch carriers are used by students and staff.

Hazardous and radioactive waste management is done by the department/ laboratory concerned so that the lab waste is managed properly as per norms of the University and Government.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus   D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: B. Any 3 of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit   C. Any 2 of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Tamil and Malayalam cultural festivals such as Pongal and Onam are celebrated on campus. Both linguistic participants take part in the

competitions. Linguistic differences are minimised. Hindu, Muslim
and Christian students study here with a christian majority student
community. They move freely without any kind of inhibition. In order
to minimise the socio economic differences on display, uniform dress
code is prescribed for all UG and PG students. Students from Kerala
study here in large numbers and they are not stopped from
communicating intheir own mother tongues.

As a whole, an inclusive atmosphere prevails on the campus where
both the Staff and students forget their differences and teach and
learn as one family.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

NCC cadets and NSS volunteers through awareness programmes and
rallies sensitize the students in activities as anti- drug rallies,
voter awreness rally, road safety rally, Human rights oaths, etc.

The NSS Units of the Institution conducted various activities in
order to commemorate the Indian Constitution Day on 26th November
2020. NSS volunteers participated in the online reading of the
Preamble of Indian Constitution.Students also participated in the
live virtual streaming session on reading of the Preamble of the
Indian Constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is   **B. Any 3 of the above**

a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	**No File Uploaded**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Most of the nationally important commemorative days are celebrated with a lot of interest. Events include competitions conducted online for students.

The Institution has organized various festivals and competitions to commemorate international, national and other socio-culturally and academically important days/events during the academic year 2020-21. Though the students were largely unable to attend the same physically (due to pandemic-related restrictions), they participated via the online mode.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice I

1.Title of the practice: Eco Friendly Campus: Greener every Year.

Best Practice II

Title of the Practice: Ensuring Quality through Student Feedback on Teachers.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Quality assurance in Teaching-Learning-Evaluation during the lockdown situation.

SJC has always adopted various mechanisms to ensure transparency and quality in Teaching, Learning, and Evaluation. In the academic year 2020-2021, despite lockdown and the online mode of teaching and evaluation, these quality mechanisms were followed.

The Teaching, learning and evaluationwas ensured with quality and effectiveness despite the lockdowns. Keeping with the regular college calendar, SJChad its annual Parent-Teacher Interaction meetings. Thus, SJCkept its commitment to quality even during the lockdown year.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The Institution ensures effective curriculum delivery through a well-planned and documented process.

Our college is an affiliated institution and follows the curriculum set by the Manonmaniam Sundaranar University, Tirunelveli.

The Staff Council comprising of the heads of all departments finalize the schedule for the semester, the handbook, internal assessment dates and assignments.

At the department level, papers are allotted to teachers in staff meeting, lecture plans/ course plans are prepared for each paper including assessment and assignment plans.

Quality circles (Study circles derived from the streaming of learners after the entry level tests). with peer members.

Class representative meeting.

Mentoring system.

Special classes for three working days -for advanced and slow learners.

College and department level orientations &given bridge courses in major and in English communication skills.

Student centred teaching learning methodologies such as Experiential learning.

ICT and other online based assistive technologies are used widely.

Attendance of all students is strictly and carefully monitored and followed up.

PTA meetings at the department level for discussion and course

correction.

Remedial classes.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.msuniv.ac.in/Academic/Semesters14_ug_pg_2021_2022

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

1. **The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE).**

Our college follows the University academic schedule and the internal assessment schedule, but it has its own academic calendar which is published in the beginning of each academic year and a copy of which is given to each student and staff. The college programmes and activities are preplanned and included in the academic calendar. With regard to CIE in particular, the college has to adhere to the CIE marks entry schedule of the affiliating University. So CIE has to be completed in advance before the due dates for the faculty to update the marks in the University portal.

2. As per the academic schedule internal examinations are conducted for all departments by the internal assessment committee. The answer scripts are evaluated within fivr to eight working days after the exam and the marks are submitted to the examination committee. After the three internal examinations are completed, average is taken from the two high scoring tests from the three to make the total out of twenty and the assignment topics are alloted separately for the advanced and slow learners for the score of five marks.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://drive.google.com/file/d/10i9iQQBP53twl3nTDikHI46XzQWZlIy2/view?usp=share_link

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

15

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

350

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

150

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The curriculum designed by the University has included papers related to Professional ethics, Personality development, Environment Awareness, Value Based Education and so on. These are compulsory common papers prescribed for the completion of the degree. These papers are taught as like any major paper and credits are fixed by the University.

Women studies are included in courses of B.A. English and B.A. History curricullum. Besides, issues related to gender, have been given importance by the college by establishing the Women Empowerment Cell. The cell organizes many programmes related to gender issues and general awareness for women students throughout

the year benefitting the women students of our college.Gender:
The following courses are based on gender issues Thalithiyam,
Women's Writing, Literature and Gender, Diasporic Women's Writing
and Entrepreneurship and Industrial law.

Thus the college courses and additional activities together
combine and endeavour to instill the awareness and the importance
of ethics and values among the learners. All these courses and
Empowerment cell aim at an inclusive and value based education
and development for all the learners.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

9

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

260

File Description	Documents
Any additional information	[View File](#)
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	[View File](#)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	[View File](#)
Any additional information(Upload)	[View File](#)

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	https://docs.google.com/spreadsheets/d/1W2 cfgzqEwqzeQkz_1EpFhgLmdQtsmaL4UxYBbBTmJHs/ edit#gid=1477802414

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

569

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

406

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Entry Level Test:Every year tests are conducted for the Freshmen in the beginning of the academic year. The results are analysed and the advanced learners and slow learners are listed out and the learners are streamed accordingly.

Orientation programmes are conducted at two levels - one at the college level and the other at the departmental.At the college level, itis offered to all the first year UG and PG students where University Evaluation process and internal assessment methodologies including assignment evaluationa and the marks alloted for each evaluative tests/ assignmengts.Besides, the co-curricular programmes avilable on campus and every Part V (Co-curricular) coordinator presents the requirements and makes a presentations.Department level, it happens simultaneously across all departments where the heads and the faculty meet the students and make presentations.

Slow and Advanced Learners: Based on the streaming done, separate coaching is given for the slow and advanced learners for the first three days of actual teaching days so that the slow

learners are supported and the advanced learners are advised to take two positions - one at taking harder topics for assignments and the other is to mentor the slow learners through peer quality (study) circles.

File Description	Documents
Link for additional Information	https://drive.google.com/file/d/1hwlc2JCFIXDRjOedOH8yzlkh6003myfZ/view?usp=share_link
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1571	**76**

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Various teaching methodologies to enhance learning experience are used extensively here with efficient and experienced staff.

Experiential Learning: All the science programmes and some of the B.A. and B.Com. programmes focus on the concept of 'Learning by Doing' in many papers.

B.Sc. & M.Sc.: They have laboratory sessions weekly once for all the Science courses and whatever is taught theoretically in classrooms are practised at the laboratory. The learners are expected to maintain observations of their learning activities and infer knowledge and expected to apply it in multiple ways. The evaluations are done with external examiners.

B.A., M.A., B.Com. & M.Com.: End semester individual as well as group projects are done by all the learners in their field of study with their interested area of research for the completion of the course and their projects are evaluated with external

examiners.

These and many other student centred and participative learning methodologies of teaching are included in teaching. This is made an outcome of the Staff Orientation at the college and department level with the Principal and the HODs taking the lead. This reflects in the stunning performance of the rural students and in their feedback.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://drive.google.com/file/d/11zjybuUn2Mf2k97bzVwxGS8Qx70c-Ewl/view?usp=share_link

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

General ICT tools are used by the teachers here. Each department has a Smart class which is used for taking special classes by the faculty using PPT, Web resources, and AV presentations.

It is strictly instructed that a minimum of one Powerpoint Presentation should be prepared for each chapter in UG and atleast two PPT per chapter for the PG and such classes have to conducted in their respective department smart classes or in other rooms where such facility is available. PPT copies have to be kept in the department database so that Academic Council may be presented with whenever an inspection is done. It is also instructed to have PPT included in the course plan for each paper.

Web resources, AV presentations and other screenings (Literature and History departments) are also done whenever required in the smart classrom where LCD projectors are available with freeaccess. Strict follow up is done at the department level and verified at the college academic committee meeting which is held frequently. Encouragement is also provided to all the teachers to explore other ICT enabled tools which can be used on our campus for further enhancement of the teaching and leaning process.

File Description	Documents
Upload any additional information	[View File]
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://drive.google.com/file/d/1hHeOEZxtg XWTWyu- F3kK9HG_Vc2hFYOl/view?usp=share_link

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

75

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File]
Circulars pertaining to assigning mentors to mentees	[View File]
mentor/mentee ratio	[View File]

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

76

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File]
Any additional information	[View File]
List of the faculty members authenticated by the Head of HEI	[View File]

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

`50`

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

`802`

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

We have the centralized internal assessment system in place.

The Exam Cell conducts three internal assessment tests every semester for each paper. The schedule for it is presented in the beginning of the semester in the academic calendar itself. Question papers for each paper are collected from the staff through email, required copies of the question papers are taken, and based on the test schedule, invigilation duties are assigned to the staff, examination hall are also made ready and the examinations are conducted in the first hour on exam days in a centralized method enabling quality standards and transparency. After the examinations are over the valuation of the scripts is done within the stipulated working days of 5 to 8 andmarks are uploaded in the University web portal.

Staff council meets and finalizes the schedule of the three

`internal assessment dates and the department level meetings`
`follow and schedules are discussed in department staff meeting`
`and planning begins. The number of units to be covered for each`
`test is decided with consultation and the question pattern is`
`also finalized.`

`Assignment is part of the assessment process carrying 20% marks,`
`hence instructions are given at the dept. level.`

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://drive.google.com/file/d/17jKdLwvT_Z-i3gLlvVfuVyKxeTcSEmug/view?usp=share_link

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

`Grievances related to internal assessment are handled by the`
`heads of department as all the documentation related to internal`
`assessment is held by the department, though copies of the same`
`are with the Internal Exam Committee. The HODs are instructed to`
`be transparent in dealing with such issues whenever the arise.`

`If any issue is not resolved at the department level, the`
`grievance is taken to the Complaints and Redressal Committee`
`withExam cell Convenorfor deliberation and resolution. The`
`principal and the committeel will convene such meetings.`

`All grievances of students are given opportunity to be presented`
`to the proper committee for redressal and more serious issues are`
`dealt with College Committee/ Staff Council.`

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://drive.google.com/file/d/10i9iQQBP53tw13nTDikHI46XzQWZlIy2/view?usp=share_link

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Yes, teachers and students are aware of the Programme and Course Outcomes.

The Programme and Course Outcomes are presented to the learners of the course in the beginning of the semester along with the course plans. These arepresented to the learners with sufficient input for better understanding by the course teacher.

POs and COs are besides being discussed with the students by the HODs and the course teachers, they are put up on the notice board so that the students become fully aware of them and what they have to contribute or complete in order to achieve the objectives.

In the classroom they are motivated sufficiently regarding the attainment of POs and COs. They are also made aware that the internal assessment test questions and the University questions will be based on the COs. In addition to support the slow and advanced learners, the mandatory assignments for each course is designed in a way they are based on the Course Outcome.

In the department PTA meeting, the parents are orally briefed in vernacular language, the outcomes of programmes and courses of their wards.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://www.msuniv.ac.in/Academic/Semesters14_ug_pg_2021_2022
Upload COs for all courses (exemplars from Glossary)	[View File](#)

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Yes, attainment of Programme outcomes and course outcomes are evaluated by the institution.

Internal assessment examinations serve the purpose of evaluating whether the learners have attained the expected outcomes as the questions are based on COs. Since these three internal continuous assessment tests give them twenty percent of marks for each course, they students try to get good scores which indirectly help them attain the desired outcomes.

Assignment assessment also helps them involve themselves deeply into the course attainment process by way of connecting topic or question being linked with the COs.

The course delivery using lecture, ICT enabled classes, Experiential and learner participatory methods and quizzes help the learners work towards achieving the attainment needed for Courses Outcomes.

End semester meeting of the department staff carry out an analysis of the results of all tests,assignments, the overall performance of each student and other evaluative mechanisms in order to verify the POs and COs whether attainment has happened or not. In this regard our college needs to do more work and documentation.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://docs.google.com/document/d/1ApJl6C6H1VWgVH_1efVjQ8A6UHYJ5l9S/edit?usp=share_link&ouid=103227370319790681802&rtpof=true&sd=true

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

413

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	https://docs.google.com/document/d/186QKKVlfhC2BKPZK_GYvDp8YIRIhOgtT/edit?usp=share_link&ouid=103227370319790681802&rtpof=true&sd=true

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://forms.gle/KrvGB7jUhZRS7ynr5

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3630930

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://moef.gov.in/en/

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the

year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

2

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

56

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

17

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension activities are carried out in the neighbouring villages through NSS and Unnat Bharat Abhiyan initiatives.

Owing to the COVID-19 pandemic situation, the academic and other activities were largely restricted to the online mode. However, due to the urgent need for dissemination of appropriate knowledge regarding the prevention, transmission and spread of the disease, students of the Institution undertook training, and awareness of vaccination drives along with general awareness initiatives. Three such activities were undertaken during the academic year. In addition, in order to support the financially struggling students due to the job loss, through the students many families were identified and supported by the college in terms of food grains and other medical necesities besides awareness campaigns were done in small scale through the NSS volunteers.

The college campus itself was opened to the health authorities to be used as isolation centre for many people of this region who returned from abroad. The isolation centre continued to be operational for many weeks. Thus, in many ways even during the Covid period, the college served the society, the neighbourhood and the deprived student community.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1ZCTF9LltVCFAdvwiCyr9pIVtPZhCIeri/view?usp=share_link
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

1

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

10

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

450

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

10

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<u>View File</u>

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

1. **Each department has installed ICT enabled smart class rooms for its uses. Based on the requirement, the smart classroom is utilized for a better learning environment. Besides, each department has spacious and ventilated classrooms and its own staff rooms with required facilities. Timely and quick maintenance systems are in place to keep them going**

and additional facilities are added from time to time.

2. There is a seminar hall with air conditioning facility which is used for the conduct of seminars, association meetings, conferences, etc. seminar hall also has access to ICT facilities. ACs and other facilities are properly maintained.

3. The college has a well-equipped and well stocked library open for all students and staff. Every year new books are purchased and added to the library based on the changing and updated curriculum requirements. The library also has automation facilities.

4. Sufficient and well maintained Laboratory facilities are available for programmes such as, Physics, Chemistry, Botony, Zoology, Fisheries, PG Physics Research Lab, Language Laband Computer Lab.

5. Adequate computer systems are available. Each department has access to its own systems, printers, etc. and library has computers with e-learning facilities wherejournals are available online free of cost tothe staff and students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[https://docs.google.com/document/d/1tO8VhBeaNCwb6sVrh6f5s53kA4rd_uxv/edit?usp=share_link&ouid=103227370319790681802&rtpof=true&sd=true](#)

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

1. The college trains deserving students in sports who are guided to further excel in their sport by the Physical Education Department of the College. The college has state of the art sports Infrastructure. The College is also known for its focus on co-curricular activities that are seen as an integral part of the teaching methodology. The college has a Yoga Room for recreation, fitness center, Play field with Centre Cricket Pitch and Football uprights, Sports Room, Sports Store Room.

2. The college has a state of the art auditorium with excellent sound and light systems. Cultural programmes are conducted with excellent participation and very colourful variety. The spacious auditorium provides the scope for

greater achievements in cultural activities of the college. The college strives to develop both curricular and extra-curricular talents in the students. There are different student societies in the college. Some of these societies are also allocated rooms to coordinate and undertake their activities.

3. **Outdoor sports facilities of the college are used by the public throughout the day, form early morning walk, games practice by school and other college students and all kinds of recreational and competitive sport activities are allowed from dawn to dusk.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://docs.google.com/document/d/1l9jh8ng8-K7OsBMJKdT6nSQD-txclec1/edit?usp=share_link&ouid=10322737031979068l802&rtpof=true&sd=true

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

12

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

12

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://docs.google.com/document/d/1k6M4KP69Et8R-eoH3qtJqNGO1PHj9hQ_/edit?usp=share_link&ouid=10322737031979068l802&rtpof=true&sd=true
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

2742641

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

College central libtrary has automated library management system which caters to the demands of students and staff. The library has access to thousands of books very well catalogued and computerised for easy borrowing and return. Library also provides besides, the stack room, reference section, reading area for both students and staff other than e-learning facilities.

Details of the ILMS:Dolphin's Lips i Net 5.0

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://docs.google.com/document/d/1LT_Qjm hnqW0vkJsVQ4_Kb9Vpkd8GTaPo/edit?usp=share_ link&ouid=103227370319790681802&rtpof=true &sd=true

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**B. Any 3 of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

14445

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

48

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

College has 74computers and full campus wifi coverage with high internet speed. Each department has access to internet connection, Desktops and printers with ICT enabled classroom/ smart class room. Computer, Internet and other ICT facilities are maintained with service providers after any issue is found. The

issue is reported through a maintenance register maintained at the Office Superintendent's desk and request for sorting out the issue is made by staff or by the department concerned. OS makes sure the work is completed within a stipulated time.

Wifi coverage is augmented very often with an intention to provide wider and faster internet coverage across the campus. Each department and every smart classroom is networked with the internet connectivity for the use of staff and for the benefit of the teaching community.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://docs.google.com/document/d/16VqAN8XbikTH7YwtYRMg_4Ibn0yj4Pd5/edit?usp=share_link&ouid=10322737031979068 1802&rtpof=true&sd=true

4.3.2 - Number of Computers

74

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and

academic support facilities) excluding salary component during the year (INR in lakhs)

854000

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

College has a well established procedures and systematic usage and maintenance of all the physical, academic and support facilities. The physical infrastructure of the college such as laboratory, library, sports complex, computers, classrooms and others undergo proper and timely maintenance based on the requirement and fulfilling the needs of all the stakeholders.

Academic

Sports and extracurricular activities

Administration and other amenities

Maintenance of physical infrastructure

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[https://drive.google.com/file/d/1tjySeadRV IkzW3GYBp9JF_7wdu0UPKyR/view?usp=share_link](https://drive.google.com/file/d/1tjySeadRVIkzW3GYBp9JF_7wdu0UPKyR/view?usp=share_link)

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

259

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

285

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**C. 2 of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	[View File](#)
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

50

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

50

File Description	Documents
Any additional information	[View File](#)
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**B. Any 3 of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

10

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

450

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

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00
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File Description	Documents
Upload supporting data for the same	[View File](#)
Any additional information	[View File](#)

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

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05
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File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	[View File](#)

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The students Council of the college is the primary body to convey the requirements of the students. Student council members are elected by the class members. Principal, Student Affairs Coordinator, Members of students Council meet once in a month and discuss all the issues. And also review the action taken on the issues raised in previous meeting. Equal opportunity is given to all the members to give their suggestions / grievances / complaints / representations.The meetings of the above bodies are conducted periodically and Action Taken has beeninformed to all the members in the subsequent meeting. Students participation in

manycommittees help the college to address the students grievances and further developments to excellence in all domains. All these responsibilities help our students explore their acumen for leadership.

Elections are held for the following Student Representative posts:

Chairperson

Secretary

Fine Arts Secretary

Lady Representatives (2)

English & Tamil Association Secretaries and Class Representatives.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

4

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<u>View File</u>

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

St. Jude's College Alumni Association has active participation in activities of the college since 2003through financial and nonfinancial means. It is in the process of beingregistered as a trust.Separate alumni website has been actively maintained to update their profile and offer their feed backs.It has taken measures to connect all the alumni of the college as life members of the association. It acts as a bridge between all the stakeholders of the college and extends support for the welfare and development of the student community.

Every year we organize oneday Alumni Meetprogramme.Our alumni represent various committees/cells/forums of the college like IQAC composition of the college, Board of studies of the departments, which reveal the active participation of our alumni in holistic development of the college. It is our tradition to invite our alumni for important programs of the college viz. College day and convocation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The college is administered by the Latin Catholic Fishermen

Educational Society which works for the educational development of the fisherfolk in this region. The college administrators are already involved in the welfare of the community and this reflects on the initiatives taken by them with regard to the college management as well. As per the vision of the college, the management works to provide affordable educational opportunities to all the people around the college besides bringing in students from far and wide.

The College administrationdisplays ethical, consensus-oriented, transparent and participatory style of governance. The Administratoris the headof the institution. He ensures that the vision and mission of the college is at the core of all decisions made. The administrative officertakes care of other day today administrative developments. The Principal directs all academic, research and student-related activities. Stakeholders are consulted on major developmental issues.

Teachers are represented in all bodies to work in close collaboration with the Management. Unilateral decisions are not taken. General staff meetings are regularly scheduled. The Management seeks feedback from the staff which is collated, analysed and action is taken. The Grievance Committee redresses issues.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/10i9iQQBP53tw13nTDikHI46XzQWZlIy2/view?usp=share_link
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The college academic and related administration is largely done by the staff council of the college. It comprises of the heads of all the departments, headed by the Principal. It takes all the important decisions collecting suggestions and feedback in turn from each department. The implementation of the decisions of the council is given to the individual departments. The management, thus decentralises the administrative works. All the heads of

departments and through them most of the faculty are involved in decision making and implementation of the works. The management takes care of certain works related to construction, maintenance and appointments.

Teachers are represented in all bodies to work in close collaboration with the Management. Unilateral decisions are not taken. General staff meetings are regularly scheduled. The Management seeks feedback from the staff which is collated, analysed and action is taken. The Grievance Committee redresses issues.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/10i9iQQBP53tw13nTDikHI46XzQWZlIy2/view?usp=share_link
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

As per college development strategy is concerned, infrstructure development has been given importance. Accordingly, new seminar hall facilities, new library facilities and other requirements have been added to the college.

Public perception related strategies have been implemented through the Covid assistance given to the public and to the families of poor and deserving sections of the student community.

Sports Category: Deserving sports achievers are selected from various schools and given admission. They are trained and for better performance and allowed to represent the college in various events.

Computerization: All departments are provided with computers and Printers. Wired and Wifi internet connections are made possible to all departments and wide and proper coverage of Wifi with sufficient speed is given to every part of the campus.

Centralised Internal Assessment System and Centralised Water purifier and drinking water supply systems have been implemented and many more such iniatives are going to be initiated for

proving better teaching learning environment on campus.

In order to increase the research output of the college, four research centres are already functioning on campus and four more research centres in Tamil, History, Botany and Zoology are planned for the near future.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Most of the institutional bodies function well with constant directions from the management and the Principal. Every institutional body, committee and other asoociations actively contribute to the overall development of students and make sure teaching learning environment is at its best.

Staff Council is headed by the Principal which discusses all the activities of the college.

IQAC prepares the Annual Quality Assurance Report through regular, scheduled meetings. The IQAC spearheads all quality improvement activities. Statutory Bodies and the non-statutory Bodies collaborate with the stakeholders to evaluate and implement activities.

The Examination Committee meticulously conducts all internal examinations in a centralised manner.

The Heads of Departments coordinate the activities of the respective departments.

The Coordinators of all Committees and Clubs plan the annual activities. The Students' Union works for a vibrant campus life. The Union monitors the functioning of the various student committees. The Office administrative staffdeal with the administrative, finance and office matters.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/10i9iQQBP53tw13nTDikHI46XzQWZlIy2/view?usp=share_link
Link to Organogram of the Institution webpage	https://drive.google.com/file/d/1s9eBRNNKoqeB7SkKSurkJx4vxyY0jTVA/view?usp=share_link
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**B. Any 3 of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The college staff association with support and guidance from the management and Principal, initiates staff welfare measures, providing financial support to marriages, arranging gatherings, picnics and so on. A nominal amount is collected monthly from all the staff which is used for all the required support measures to both the teaching and non- teaching staff.

Staff welfare club or the Staff Association functions very actively both for the teaching and non Teaching. Dr. Nixon Dhas, Assistant Professor and Head, department of Commerce is the secretary of the association. The association collects monthly subscriptions form the staff which is used for contributions

during Marriages and for other important and emergency
situations.

The college organises annual staff picnic both for teaching and
non- teaching, sponsoring the whole expenditure thus paving the
way for improving unity, and brotherhood and community spirit
among all the staff.

Lunch, gifts, momentoesand refreshment is provided to staff by
the college whenver there is an important occassion such as the
feast of St. Jude, the patron saint of our college, Teacher's day
and during Christmas day.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

3

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

32

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Student feedback on teachers is collected and submitted to the management for further actions. The data collected from students' feedback is used to assess the quality of the performance of teachers and based on the feedback instructions and suggestions

are given to the staff concerned.

Actions are taken based on the feedback collected from the students. The low performing teachers are given strict instructions about making improvements and change certain attitude towards teaching and students.

Since feedback is collected and analysed every year, there is a tendency among the staff to improve themselves in terms of their commitment and teaching methodologies. This could be a healthy competition among the staff.

File Description	Documents
Paste link for additional information	https://drive.google.com/file/d/1hU_2p-1uWy4600pEtFN5CB4ynmP16zLM/view?usp=share_link
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Government conducts financial auditing through the Regional Joint Director of Collegiate Education, Tirunelveli, Tamilnadu.

Auditing for the year 2020 -21 is not yet completed.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**No File Uploaded**

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The operating budget of the Institution is adequate for its day-today expenses and for the maintenance of infrastructure. The Institution makes strenous efforts to mobilize additional financial resources for infrastructuredevelopment and other activities. This is effectuated in a variety of ways some of which are:

1. The Parents-Teachers Association (PTA) and alumni contribute towards the organization ofvarious activities.

2. Generous donors in and around college, who have some association with college are approached for some funding for specific development works of the college.

3. Incomes derived from students' fees and value-added courses are used for various purposes e.g. infrastructure development.

4. Sponsorships and donations from various sources are obtained and accepted for the conduct ofstudent activities/events. In summary, the Institution, mobilizes financial resources from various sources for its needs and employsthem optimally, judiciously and transparently.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC has constantly initiated quality improvement measures which are followed by all the staff. Many initiatives like Bridge course for the freshmen, Preparation of course plan for each paper, publicising course and programme outcome, Orientation programme for the freshmen and entry level tests.

IQAC initiatives have made a significant improvement in the quality standards of teaching and learning in the college. Facilities to staff and students have improved. New and permanent systems such as filtered drinking water to all through a centralised plant,computer with internet facility for all departments and full fledged functioning campus wifi.

IQAC has taken the mantle of leading the college towards higher standards, excellent facilities, transparent and efficient administartion and best possible teaching learning environment for all who enter the portals of the college.

IQAC has become the single point data collection centre and the documentation hub of the Institution withan office Assistant.All Cells/Clubs/Association, upon the conduct of any activity, would furnish details and requisite documentation to the IQAC within a fixed timeframe. We hope to fine tune the data collection and documentation system through the IQAC for forthcoming years. So that any data required for AISHE, NIRF, AQAR, SSR will be at hand.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

By way of collecting data, many initiatives are made sure they are implemented. Since, teachers have to submit data and output, they have to go through the processes as suggested by the IQAC. Systems are put in place to make sure effective teaching and learning are taking placeand proper evaluation strategies are established through a committee earmarked for the same purpose.

Feedback System: College has an effective feedback system where

the respondents such as students and parents without any hesitation shre their observations on staff, and functioning of the college. This has enhanced the effectiveness and commitment levels of all the staff both taeching and non- teaching.

Due to the COVID-19 pandemic, the teaching-learning process has been conducted largely in online mode. The severely reduced avenues for students to physically visit the College campus has prevented them from utilizing Library facilities and has hampered their access to textbooks and reference materials. College has taken efficient measures to help learners in this matter by suggesting so many online avenues where they could find reading and reference materials. Inspite of the online teaching, most students would stay till evening for the last hour of classesto end showing immense interest.

File Description	Documents
Paste link for additional information	https://docs.google.com/document/d/186QKKVlfhC2BKPZK_GYvDp8YIRIhOgtT/edit?usp=share_link&ouid=103227370319790681802&rtpof=true&sd=true
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://docs.google.com/document/d/186QKKVlfhC2BKPZK_GYvDp8YIRIhOgtT/edit?usp=share_link&ouid=10322737031979068180 2&rtpof=true&sd=true
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Most part of the academic year was lost due to the Covid. Only online classes were possible during the year. Women safety measures including instructions to protect the safety of women students during online classes were followed. whatsapp groups were separately formed for boys and girls and sensitization sessions were conducted by the head of departments for every department.

Women students were given a number of empowerment programmes online by the Women Empowerment Forum that plays an active role in the life on campus of all girl students on campus.

Women Empowerment Forum also organized a number of competitionsthrough online mode to benefit the girls students which was aimed at providing ample opportunities for girls who would not step out of home due to lockdown.

File Description	Documents
Annual gender sensitization action plan	Women Empowerment Forum & Equal Opportunity Forum
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Anti-Ragging helpline, Women Common Rooms, Women Empowerment Forum Staff to provide all assistance and support, Women specific programmes, Women talent search competitions, etc.

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste management systems have been put in place with a pit constructed for the purpose. Solid degradable waste is managed using the pit. Degradable waste is carried to the pit and dumped and water is poured in it.

The campus has been decalred as a plastic and litter free campus, circulars are sent, boards are installed to make it mandatory and announcents are frequently made to sensitize everyone on campus. Only steel lunch carriers are used by students and staff.

Hazardous and radioactive waste management is done by the department/ laboratory concerned so that the lab waste is managed properly as per norms of the University and Government.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	**No File Uploaded**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants**	**B. Any 3 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	[View File](#)

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit	**C. Any 2 of the above**

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Tamil and Malayalam cultural festivals such as Pongal and Onam

are celebrated on campus. Both linguistic participants take part in the competitions. Linguistic differences are minimised. Hindu, Muslim and Christian students study here with a christian majority student community. They move freely without any kind of inhibition. In order to minimise the socio economic differences on display, uniform dress code is prescribed for all UG and PG students. Students from Kerala study here in large numbers and they are not stopped from communicating intheir own mother tongues.

As a whole, an inclusive atmosphere prevails on the campus where both the Staff and students forget their differences and teach and learn as one family.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

NCC cadets and NSS volunteers through awareness programmes and rallies sensitize the students in activities as anti- drug rallies, voter awreness rally, road safety rally, Human rights oaths, etc.

The NSS Units of the Institution conducted various activities in order to commemorate the Indian Constitution Day on 26th November 2020. NSS volunteers participated in the online reading of the Preamble of Indian Constitution.Students also participated in the live virtual streaming session on reading of the Preamble of the Indian Constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code	**B. Any 3 of the above**

of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	**No File Uploaded**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Most of the nationally important commemorative days are celebrated with a lot of interest. Events include competitions conducted online for students.

The Institution has organized various festivals and competitions to commemorate international, national and other socio-culturally and academically important days/events during the academic year 2020-21. Though the students were largely unable to attend the same physically (due to pandemic-related restrictions), they participated via the online mode.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	[View File](#)

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice I

1.Title of the practice: Eco Friendly Campus: Greener every Year.

Best Practice II

Title of the Practice: Ensuring Quality through Student Feedback on Teachers.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Quality assurance in Teaching-Learning-Evaluation during the lockdown situation.

SJC has always adopted various mechanisms to ensure transparency and quality in Teaching, Learning, and Evaluation. In the academic year 2020-2021, despite lockdown and the online mode of teaching and evaluation, these quality mechanisms were followed.

The Teaching, learning and evaluationwas ensured with quality and effectiveness despite the lockdowns. Keeping with the regular college calendar, SJChad its annual Parent-Teacher Interaction meetings. Thus, SJCkept its commitment to quality even during the

lockdown year.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

The IQAC Action Plan for the academic year 2021-2022 comprises the domain of teaching-learning evaluation and research, social outreach, campus placements withNw innovative strategies for classroom engagement and evaluation are to be developed to reach out to the students better.

It also plans to connect with the local community, school children and public, create awareness among the pnublic regarding the social evils such as drug abuse, increase the green cover on campus through eco club, increase the WiFi coverage and the number of computers and augment the research ambience, output and rewards for best research staff.

IQAC has planned to amke sure that the number of computers on campus are doubled by the next two years and the student - computer is enhanced to a greater extent.