YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution   St Joseph's College for Women

- Name of the Head of the institution   Dr. Sr. Merlyn George

- Designation   Principal

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   9598888944

- Mobile no   9451813353

- Registered e-mail   sjcwgkp@gmail.com

- Alternate e-mail   sjcwgkp@rediffmail.com

- Address   Civil Lines, University Post Office

- City/Town   Gorakhpur

- State/UT   Uttar Pradesh

- Pin Code   273009

2.Institutional status

- Affiliated /Constituent   Affiliated

- Type of Institution   Women

- Location   Urban

- Financial Status **Self-financing**

- Name of the Affiliating University **Deen Dayal Upadhyay Gorakhpur University**

- Name of the IQAC Coordinator **Dr. Pawan Kumar Mishra**

- Phone No. **8574269967**

- Alternate phone No. **9451813353**

- Mobile **9415213516**

- IQAC e-mail address **iqacsjcw@gmail.com**

- Alternate Email address **sjcwgkp@rediffmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) http://www.sjcwgkp.in/contents/iqac/29.pdf

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: http://www.sjcwgkp.in/contents/iqac/3.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.76**	**2015**	**01/05/2015**	**30/04/2020**

6.Date of Establishment of IQAC **30/11/2011**

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
NA	**Nil**	**Nil**	**Nil**	**Nil**

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 05

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? Yes

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

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

Conducted meetings and workshops with the help of guest lectures to enhance the knowledge pertaining to the upcoming NAAC accreditation.

In the light of NEP,2020 as advised by the government of India , measures were taken to adopt the Common Minimum Syllabus (CBCS) for the undergoing courses in the college.

Initiatives were taken to support and develop infrastructure for clean and green campus for better sustainable development of the environment.

Under the staff welfare program, meetings were held to encourage teachers to attend seminars, workshops, conferences, faculty development programmes, etc.

Feedback from various stakeholders were undertaken for efficient teaching-learning 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
Effective implementation of CBCS pattern for UG & PG courses, along with the ongoing yearly pattern	**Preparation of time-table and academic calendar helped to manage the completion of syllabus and examination**
Motivate the students for maximum attendance with the changing mode of the classes from online to offline	**The student's attendance and progression were regularly monitored by the respective subject teachers**
Counselling and guidance sessions to be planned to revert back to the normal functioning after the covid era	**Experts from outside and even within the campus were taking regular counselling and guidance sessions**
Faculties were motivated to be more research oriented	**Increased number of research papers, publications and participation in seminars**

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Management Committee of the College	**28/10/2021**

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
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• Designation	Principal
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• Financial Status	Self-financing
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• Name of the IQAC Coordinator	Dr. Pawan Kumar Mishra

• Phone No.	**8574269967**	
• Alternate phone No.	**9451813353**	
• Mobile	**9415213516**	
• IQAC e-mail address	**iqacsjcw@gmail.com**	
• Alternate Email address	**sjcwgkp@rediffmail.com**	

3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.sjcwgkp.in/contents/iqac/29.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.sjcwgkp.in/contents/iqac/3.pdf

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01-11-2023 02:00:22

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- Name of the statutory body

Name	Date of meeting(s)
Management Committee of the College	28/10/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	08/04/2022

15.Multidisciplinary / interdisciplinary

The college offers total 14 courses , whereby various lectures and seminars are conducted regularly in different departments where not
only the students of the department itself but students from various faculties are part of it. Guest lectures on some general topics were also planned in each department in which teachers from different departments provided relevant ideas.

Episteme, an interdisciplinary forum, works in coordination with college management.

16.Academic bank of credits (ABC):

The New Education Policy was already launched by the Government in 2020. According to the launched policy, our university implemented the CBCS pattern from this session, hereby becoming the first university in the state to initiate this program.The continous assessment and evaluation was ensured by the college.

17.Skill development:

The motto of the college is overall personality development of the students , and thus the focus is not just on syllabus- based academics but also on various extra-curicullar activities to enhance skill development. Cultural programmes, sports activities, yoga
programs, Rangers and NSS unit, Cafeteria, Nukkad Natak , Skits , Literary competitions are some of the few activities that the college engages its students into.

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

The college as one of kind in the area, delivers bilingual lectures (Hindi & English), also providing students with notes in both the
languages. Graduation programmes (BA, B.Ed.) provides syllabus based education of English and Hindi both languages.
The college celebrates all the major festivals, without any differences to caste and culture. But at the same hand special celebrations of all national festivals is a must . The college culture, dress, environment, discipline , all is under the aegis of
Indian culture.

For exploring knowledge from different aspects, the college provides the facility of e-learning and e-books through InfLibNet

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

Outcome based education is promoted in the college through career guidance programes and various internships during the commencement of the course. Focusing on professional development of students, campus placement is provided to them on completion of the curriculum. The Alumni association of the college focuses to develop and build better communication with all alumni to foster growth of the college.

20.Distance education/online education:

Apart from regular courses, the college promotes distance education through various programmmes of IGNOU, SHIATS, UPRTS, NIELET, Prayag Sangeet Academy which is open not only to the college students but also to the public .

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**14**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**1430**

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**968**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**498**

File Description	Documents
Data Template	View File

3.Academic

3.1	**32**

Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**32**

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**26**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**15392548.24**
4.3 Total number of computers on campus for academic purposes	**49**

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

Being affiliated to Deen Dayal Upadhyay Gorakhpur University, Gorakhpur, the institution follows the curriculum designed by the University.For effective implementation and delivery of curriculum, at the beginning of academic session, the College prepares the academic calendar which consists of curricular, cocurricular and extracurricular activities. The mission and the vision of the college also promotes overall personality development of the students which is achived through various curricular , extra curricular and research oriented activities. Planning of regular seminars, guest lectures , talk shows also enhances the curriculum delivery process.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://sjcwgkp.in/contents/store/7.pdf

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

The institution adheres to the academic calendar for the conduct of CIE Academic calendar is prepared by Principal, in consultation with HoD(s).

- **In the beginning of the academic session the students are apprised of academic calendar and same is uploaded on college website and displayed on notice boards and at strategic locations.**
- **Only head of the institution can incorporate minor changes in academic calendar which he may deem fit considering the unforeseen circumstances.**
- **The Schedule of All Examinations is given in academic calendar.**
- **The course teachers announce the syllabus and display question bank for Internal Exam I& II as per the academic calendar.**
- **The slots of the Internal Exam I& II are mentioned in the academic calendar. Examination schedule of these exams is announced and displayed in advance by the Principal.**
- **Display of marks is also as per the schedule given in academic calendar.**

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://sjcwgkp.in/contents/store/7.pdf

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   **D. Any 1 of the above**

**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

14

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
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)

00

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
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

00

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

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 university decides the syllabus and college has to follow it. But in this limitation, college does its bestto integratecrosscutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum.To sum up, the ultimate aim of the college is holistic development of the students.

Also, the application of these cross-cutting issues is not just restricted to one or few core areas, but has a wider scope and application. For instance, core areas of professional ethics is applied across subject areas as diverse as professional accounting system, corporate governance, research ,environment, biosafety, music, library science, to name a few.

Other issues such as gender, human values, environment and sustainability are equally diversely applied across languages, development, history, women and sports education, cultural studies, psychology, economics, disaster management, chemistry, biology, etc. In addition to this, the students are encouraged to be the member of Eco-Club and provide solutions to various problems. Weekly programme is organised to inculcate human-values

in students.

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

00

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	**No File Uploaded**

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

00

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	**No File Uploaded**

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://docs.google.com/forms/d/1oWs2NJTrE bGJJC6cqtUgg3T1ZBHfsPvBjh-o9JYx8lU/edit#responses
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://docs.google.com/forms/d/e/1FAIpQLS ftkUJIjwEpDI1JHUzyKwecO1DRLf3zI9EcBd9UeJwE MX9H5Q/viewform

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 students admitted during the year

501

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

0241

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

Being aware of the individual differences can enhance our learners and lead to more effective teaching. The institution assesses learning levels of the students and organizze special programs to both slow and advanced learners.In addition, teacher-student interactions, reports of class committees and proctorial meetings also help in identification of different levels of learners. Faculty members and various committees regularly review the academic progress and counsel students to improve their performance to ensure their academic growth. Apart from this, sessions are also included to inculcate positive attitude and competitive spirit. This process helps as a base for monitoring the future progress of the students.

File Description	Documents
Paste link for additional information	https://www.sjcwgkp.in/college/facilities.php?pageid=1
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
1430	32

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

The College recognizes the fact that instructional learning needs to be fortified and reinforced through experiential learning, which is the time tested practice of application of theoretical concepts to real life situations and problem solving. To put this to practice, the institutionconstantly practices student-centric teaching pedagogies to develop an understanding of concepts, their applications, problem solving competencies and a participative learning approach to face and solve problems and challenges independently. This approach has helped in holistic development of students and adds to their confidence to address real life situations.

Internships, project work and field training are merged with fundamental program structure in UG and PG programs. Students are encouraged and guided to make presentations. Interaction with experts from different streams and association with NGOs enable the students to learn from their experiences. Laboratory experiments, engagement in goal oriented projects, peer group interactions, study tours, street plays, slogan writing contests are some other forms of this approach. Also, exposure to Career counselling programs and learning opportunities through experimentation at the newly established incubation center helps further strengthen the classroom learnings. Occasionally, student groups converge to address problems they have been facing and bring it to the authorities for resolution. Specifically student-centric teaching methods are reflected in project work, field visit, industrial visit & guest lectures through the adoption of role plays, team works, debates, seminar, quizzes and case studies.

File Description	Documents
Upload any additional information	[View File]
Link for additional information	http://www.sjcwgkp.in/contents/iqac/53.pdf

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

maximum of 200 words

Moving ahead with timeto adopt contemporarymethodologies for delivery of instruction, the collegehas equipped itself by adopting ICT methods for the teaching-learning process. Over a period of time, faculties have acquired skills for digital delivery of instructions and are able to integrate ICT techniques with their classroom teaching. Entire campus has Wi-fi facility to access the available resources.Projectors, Desktops and laptops, smartboards etc. are some of the tools that are accessible to teachers to enable them to cast powerpoint lectures, pictures, animations and visual aids related to the course.

To enhance the teaching-learning process, a room is specially designed to deliver lectures through audio visual aids (Movies, Online Video lectures, Biographies,etc.) in the college campus-Theresian Audio Video Theatre.

Additionally aids like Google classroom links, Video conferencing apps like Zoom, Google meet etc. have been used frequently for administration of Online tests/ Assignments/ Quizzes. Also platforms and tools like Virtual laboratory platforms have been used frequently and optimally to ensure that there was no disruption in the teaching-learning process specially during the pandemic period. During the pandemic, teachers have rigorously contributed to preparing a huge number of e-resources which act as a useful study material even for the future. Now teachers use a hybrid mode to optimize academic outcomes.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

32

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

32

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

20

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

251

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.

The internal assessmet is transparent and robust in terms of frequency and mode. The efficient and smooth conduct of examinations and timely declaration of the results can be ensured only with the cooperation of all the stake holders including teaching, nonteaching and administrative staff of the SJCW.

Examination Policy: Invigilators are requested to acquaint with the following procedures:

1. Carrying mobile phones or any reading material by the invigilator is strictly prohibited. The invigilator is expected to be vigilant and take frequent rounds in the exam hall.

2. Invigilators shall make announcement in the Examination hall that the use of electronic devices by the students shall not be permitted in the Examination hall.

Evaluation Policy:After evaluation, marks are displayed on dates mentioned in the academic calendar by faculty members. Examination copies are shown to the students.

1. Valuation is done by the respective subject teacher within two days through centralised valuation system. Sample Answer sheets are moderated by external moderators.

2. Answer sheets are shown to all the students and answers are also discussed with the students. After satisfaction students put their signatures on the answer sheets. Some questions have specific remarks of the valuer regarding deduction of marks.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.sjcwgkp.in/contents/iqac/9.pdf

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

The institute has devised an efficient and well-defined mechanism to deal with examination related grievances which is transparent in the pattern and conduction of Internal Exam and rectification of grievances is time bound. The college follows strictly the guidelines and rules while conducting internal examinations.

At Institute level:

1. At Institute level, an examination committee, comprising of a senior teacher as convener and other teaching and non-teaching staff as members, is constituted to handle the issues regarding evaluation process.

2.The teacher distributes evaluated answer scripts to students, and any clarifications or grievances are addressed by the teacher. The internal marks are displayed on the notice board. If any discrepancy like mistakes in question paper, mark allocation, correction is noticed by the students, the concerned teacher will resolve the discrepancy, and the necessary corrections will be made. If a student is not satisfied with the marks awarded even after resolved by the teacher, then he may represent the same to the Principal. All such representations are taken positively and are reassessed by another teacher if necessary.

3.Parents are informed about their ward's performance through SMS and Mail. Students are counselled by the faculty mentor, and remedial classes are conducted for students who have failed in the examinations.

4.Retest for the internal examination are conducted for Students who remain absent for internal exams due to genuine reason.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.sjcwgkp.in/contents/iqac/10.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

In its commitment towards being an institution of academic excellence, the Collegehas initiated quality enhancementmeasures with the introduction of Program Outcomes, Program Specific outcomes and course outcomes of all programs offered by various faculties in the campus. These outcomes have been incorporated in the curricula of the various programs and displayed on the collegewebsite for easy accessibility to all stakeholders including teachers and students of the institution.

- Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students.
- The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting and College Committee meeting.
- The students are also made aware of the same through Tutorial meetings.
- Workshops have also been conducted for developing the Programme Educational Objectives and Learning outcomes at college level.
- The assessment outcomes based on internal and external exams conducted at various intervals and in line with specifications of the CBCS system are also displayed on the website.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.sjcwgkp.in/contents/iqac/32.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The attainment of program outcomes and course outcomes aremeasured by a process of internal and external examination system, under the CBCS system.

Outcomes of Internal assessments which account for 30% of the

overall weightage are obtained based on Tests/ assignments, attendance, presentations in seminars and mid-term exams. Likewise, outcomes of external assessments which carry a 70% weight are done based upon Internships/ training projects, Major Seminars, Major projects and end-term exams.

Together, these are used to assess achievement of attainment against set levels. If the achievement is lower than targets then the teaching/ instructional methodology is reviewed and a new strategy is set for the next academic session to ensure attainment of set targets.

Conversely, if the achievement is higher than the target in that case the targets are revised realistically and amply focus is provided to their attainment. While fixing the attainment levels, feedback from all stakeholders such as students and alumni are obtained to evaluate the outcomes of the teaching-learning process. The results thus obtained are discussed at the department level with a view to incorporating the suggested changes and addressing the needs.

File Description	Documents
Upload any additional information	[View File]()
Paste link for Additional information	https://www.sjcwgkp.in/college/facilities.php?pageid=58

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

483

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	**No File Uploaded**
Paste link for the annual report	http://www.sjcwgkp.in/college/student_awards.php

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)

http://www.sjcwgkp.in/contents/iqac/55.pdf

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)

NONE

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

00

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	**No File Uploaded**

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The Institution provides a conducive environment for promotion of Innovation and Incubation. All required facilities are provided and Guidance is extended to the students. Students are encouraged to actively involve in the application of Technology for societal needs.

The college organizes various competitions, in all categories includingsports, literary and cultural domain to promote innovation.

For creation and transfer of knowledge, the institute attempts to organize variuos multidisciplinary lectures, seminars, inter-college competitions, and similarly many more.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://sjcwgkp.in/college/facilities.php?pageid=25

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

00

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)	**No File Uploaded**

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

00

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

04

File Description	Documents
Any additional information	[View File]
List of research papers by title, author, department, name and year of publication (Data Template)	[View File]

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

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

02

File Description	Documents
Any additional information	[View File]
List books and chapters edited volumes/ books published (Data Template)	[View File]

3.4 - Extension Activities

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

.Community is an important component of the ecosystem within which the institution functions and hence, the latter is fully aware and conscious of its role in terms of the impact that it needs to create for the development, betterment, and upliftment of this important component.The college tries to sensitize studentsthrough the extension activities that go hand in hand with academics.

1.NSS unit of the College organizes a Special Seven Day Camp in nearby adopted village, where NSS volunteers address certain social issues, like cleanliness, tree plantation, water conservation and education. Group discussions and programmes are created on issues like eradication of superstition, Beti Bacho Beti Padhao, Blood donation, health and awareness

. 2. The NCC unit, under 52 BN, NCC Gorakhpur aim at developing qualities of leadership, patriotism, discipline, character building, and self-service. The unit organizes extension activities such as road safety awareness, Ektadand, save fuel, Swachta Abhiyan, National equality awareness etc.

3. Various departmental activities instill social responsibility in the students. Some examples could be Personal Health and Hygiene, Diet Planning, Plastic eradication, visit to Orphanages.

4. The College works with a PGSS (Purvanchal Gramin Seva Samiti) unit in certain awareness programmes, such as Encephalites, Nutrition, Women Empowerment, Skill Development.

5. UDAN, a committee in the college, celebrates the disable day, whereby students and management helps and aware the disable children by providing them with books, clothes, food, etc.

File Description	Documents
Paste link for additional information	http://www.sjcwgkp.in/college/facilities.php?pageid=47
Upload any additional information	View File

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

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

05

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

3.4.3 - 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

3.4.3.1 - 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

15

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1354

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

01(Internship)

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate

houses etc. during the year

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

`00`

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	No File Uploaded

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.

The College encompasses a well maintained lush green campus spread over 3000 sq meter of land ensuring adequate availability and optimal utilization of physical infrastructure for teaching learning activities. The clasrooms, laboratories and other adequate infrastructure have been established as per the norms of UGC.

Classrooms: college encompasses sufficient number of wellfurnished, well ventilated, spacious classrooms equipped with LCD projectors.

Technology Enabled learning facility: The College has ICT Classrooms with the provision of Multimedia learning, Wi-Fi connectivity and internet access.

Seminar Hall: The College has multiple seminar halls which areregularly used for conducting national / international seminars, paper presentations,group discussions etc.

Tutorial rooms: Separate tutorial rooms are maintainedfor tutorial lecture, doubt clarification and special remedial classes for incompetent students.

Laboratories and computer labs:All laboratories and computer labare well equipped,established as per UGC norms thatare utilized for conducting practicals .

Wi-Fi: The entire campus is Wi-Fi enabled with 24/7 internet facilities to the students and staff.

Central Library: Our central libraryis fully computerized by automating the issue of books with bar code reader.

Counselling room: A separate room is alloted for interaction of studentswith teachers for counselling and guidance.

Hostel Facility: A hostel with capacity of 50 students is provided by the college.

Differently abled friendly campus: Thecollege has ramp and other equipments to support the challenged students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://sjcwgkp.in/college/facilities.php?pageid=28,http://sjcwgkp.in/college/facilities.php?pageid=25,http://sjcwgkp.in/college/facilities.php?pageid=19

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

The collegelays great emphasis on the holistic development ofits students, faculty and staff. It offers opportunities to all for regular workouts, lifestyle management and interaction. It has invested in creation of excellent sports facilities and extensive infrastructure for holding cultural events and co-curricular activities.

1. Sports activities: TheCollege encourages sports activities. A number of players haveplayed district, university, state and even national level games. It provides indoor games as well as outdoor games..Theoutdoor games are: Kabaddi, Kho-Kho, Handball, Cricket, Badminton, Table-tennis.The indoor games available in college are:

Carrom board and Chess.

2 Cultural Activities : To conduct cultural activities in the college, there is a cultural committee. This committee organizes many cultural programs including literacy events under "Josephiesta - Youth Festival". Some interesting programs by the committee are debate, fancy dress, hairdressing, rangoli, painting, mehandi, quiz, model and poster making, essay writing, slogan writing, sangeet and drama preparation etc. There is a separate room for sangeet preparation. Also, there are various music-equipment in the college, which is listed below. College student plays the music by themselves and no outsider musician helps in this program. List of equipment in the Music room - Scale changer harmonium ,Tabla, Key-board etc

3. Yoga:There is a separate room for Yoga under the sports section. The sports officer handles it efficiently. The yoga session are arranged to channelize the focus and energy of students & faculty members to train and sharpen the mind, body and soul in the right direction.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sjcwgkp.in/college/facilities.php?pageid=19

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

33

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sjcwgkp.in/college/facilities.php?pageid=22
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)

142.37

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
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)

The Central Library is automated using the ILMS. Operations andservices of the library are computerized using softgranth library management software. All the library operations including its Online Public Access Catalogue (OPAC) are automated. Access to OPAC is provided through the library portal linked to the College website. "Digital Library" link on the library portal providesaccess to a large number of e-resources. The college has central library. Library has a huge collection of Text books, Reference books and others books with foreign, peerreviewed journals and bound volumes of journals. The reading room is well furnished to accommodate 50 students at a time and provides conductive environment for study. A visitor record is maintained for students and faculty members, New Arrivals of books and journals are displayed on rack. The library has under closed circuit television (CCTV) surveillance Cameras. OPAC: The library has developed the database of its own collection through the library software. Library is fully computerized with barcode-based issue-and return process, online public access catalogue (OPAC) facility is made available in the central library. OPAC which is used students and faculty member for search of books by Title, Author, Subject name etc. CD's, DVD, CD-ROM databases, barcode scanner and printer is available in the library. Library Automation: All the active book collection is update in the library software database and the online public access catalogue (OPAC) is available for students and faculty members. The issue

and return of book have been activated in the library software.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	[https://www.sjcwgkp.in/college/searchBooks.php](#)

4.2.2 - The institution has subscription for the **C. Any 2 of the above** **following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

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)

.79397

File Description	Documents
Any additional information	[View File](#)
Audited statements of accounts	[View File](#)
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

350

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

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

The collegefollows an annual budgeting exercise and sets aside committed funds for use which not only cover acquisition of new assets in terms of hardware and Software but also on maintenance of existing infrastructure and networks . All efforts are made to ensure integrity, reliability, availability and superior performance of IT systems. Also, top priority is accorded to protect the official e-identity of individual users

.Most of the official work is being done with the help of ICT. The college regularly maintains the IT facilities. Following are some basic facilities for updating:

1. Computer is formatted in regular basis.

. 2. Anti-virus is regularly installed in computer. All computer has anti-virus.

3.Wi-Fi connectivity is available in Principal 's chamber, Officeroom, IQAC room, various departments including library and laboratories.

4.CCTV is installed in every classroom.

5.Website is maintained by Hungry Minds, Basti. College pays a fee for maintainance.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sjcwgkp.in/college/facilities. php?pageid=28

4.3.2 - Number of Computers

49

File Description	Documents
Upload any additional information	View File
List of Computers	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)

142.37

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
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.

The college follows a three tiered system for maintenance incorporating in-house maintenance support, AMCfrom reputed service providers and outsourcing to expert agencies. Maintenance of all the properties, physical and academic infrastructural facilities in the campus is looked after by the skilled workers employed through approved agencies on outsourcing

basis.Electricity and water supply services in the academic,and hostels are ensured by the help of skilled electricians and plumbers. The periodic maintenance of the campus is looked after by the skilled workers. Their services include maintenance of equipment like generator sets, general illumination, power distribution system, water pumping plants ,sewage etc.. Surveillance and CCTV cameras are maintained by IT department.LCDprojectors, laptops, desktops, printers, firefighting equipment etc. are maintained by respective departments.Sports complex, playgrounds etc. are maintained by sports committee.The library of the college has ts own mechanism and system for maintainence. The labarotory are maintained by the respective departments.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.sjcwgkp.in/college/facilities.php?pageid=24

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

189

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

36

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

A. All of the above

File Description	Documents
Link to Institutional website	https://sjcwgkp.in/college/facilities.php?pageid=2
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

31

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

31

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

A. All 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

20

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

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

18

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

31

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	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.

01

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at unive rsity/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 institute has a Students' Council, which is constituted with the students of all years of the college and the council acts atthree different bodies – (1) Student Academic Council, (2) Student Social & Cultural Council and (3) Student Administrative Council.

Functions of Academic Council: The Student Academic Council Class Representatives (CRs) get the feedback on teaching-learning processes like teaching, course content, study material, practical sessions from the departments, pertaining to quality improvement. Class Representatives (CRs) assigned from each programme communicate the same to the faculty advisors who puts up the suggestions of the Council in the Academic Council of the Institute. Student Academic Council meets once in a semester.

Functions of the Administrative Council:Administrative Council looks after the feedback on Hostels and Amenities, Anti-Ragging initiatives, Alumni Association, Grievance Redressed, NSS, NCC etc. Student feedback on amenities: Principal addresses the problems pertaining to classroom, infrastructure, library, food, water, hygiene, etc. to redress the students' grievances. He refers to the administrative authorities for the improvement of the quality of students' life in the Institute.

Anti-Ragging committee: Nomination of student as member of AntiRagging committee promotes an ambience conducive for the Institute to be a ragging-free campus.

Social and Cultural Council:Council organizing various sports, social initiatives and recreational activities of the college in coordination with faculty mentors like Annual Sports, Cultural Fest, Fresher's Welcome, Farewell, etc.

File Description	Documents
Paste link for additional information	https://sjcwgkp.in/college/facilities.php?pageid=61
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

21

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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

Alumnae Association is created im the college to build an engaged supportive alumnae committee. A good number of alumni are occupying eminent position and contribute to their parent

institution. The members of the association contribute in the following manner · 1.Feedback on curriculum

2. Teaching learning process

3.Bridging the gap between industry and academia

4. Important suggestions about changing trends about business and industry

5.Guest lectures to the students of current year batch. Interaction and mentoring the students

Alumnae meets are conducted periodically for networkstrengthening the social relations and sharing the expertise with the students for guidance projects placements internship and competitive examination. Alumnae are also engaged in providing placement support and research activities.The Alumni Associations at the Department level have been quite active and have been arranging such meetings that have helped the Departments grow by sharing their experiences and providing new directions in emerging areas within the disciplines. These meetings attract Alumni from far and wide including those residing overseas with work areas as diverse as academics, administration, governance and many more. A bonding with their Alma Mater attracts them back to the campus with many describing it as "Home Coming" celebrated yearly under the name "Sangamam".

File Description	Documents
Paste link for additional information	https://www.sjcwgkp.in/college/facilities.php?pageid=51
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	View File

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 vision and mission of a college will be realised withan effective leadership that ensuresdevelopment and implementation of systems for academic and administrative effectiveness .The governance of the college is reflective and is in tune with the vision mission of the college.The empowered team of the college involves Principal, convener of different committees, Teaching-staff, IQAC committee, non-teaching and supporting staff, student representative (C.R.), alumni and local management committee called Catholic Diocese of Gorakhpur Education Society. The principal monitors the mechanism regarding administration and academic process. It also ensures proper functioning of the policies, rules and action-plans of the college. There are many committees to support the vision and mission of the college. For example, these are Examination cell, NSS, NCC, carrier and counselling cell, library and sports committee, cultural and literacy committee, internal examination committee, anti-ragging committee, college-magazine committee, RUSA and UGC committee, disciplinary committee, scholarship committee, grievance redressal committee, etc. All the committees take its responsibility for the plans and activities, and successfully tackle these responsibilities in every academicsession

Core Values · Pursuit of Excellence through Education · Social Responsibility and Civic Awareness · Honest and Moral Uprightness · Empowerment through Education · Faith in its Own Capabilities · Respect for Life and Creation · Academic Excellence · Continuous Improvement in Education · Institutional Awareness and PracticabilityValue and Outcome Based Education · Inspiring Campus Environment

File Description	Documents
Paste link for additional information	http://www.sjcwgkp.in/college/index.php
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 promotes participative management. Ideas pertaining to academic goals, organizational progression and better campus life are collected from all stakeholders to promote efficient functioning of the College. The staff and other stakeholders help in infusing a positive attitude that leads to increased efficiency, improved communication, heightened morale, motivation and job satisfaction. Believing in decentralization, the Management takes policy decisions, finance, infrastructure etc.with the help of members of the College Development Committee. CDC discusses matters related to teaching and administrative staff and decisions are taken. Believing in democratic values, the institution has decentralized and participative management.

Objectives: • To bring together contributions from all traditional and nontraditional fields of humanities, social science, commerce, science and technology. • To advance human self-understanding and communication. • To Forster multicultural and international conversation concerning the human issues. Strategy: Since it was a gigantic activity including disciplinary, multidisciplinary and post disciplinary fraternity, following strategy was unanimously decided.

Approval from Parent Body: Normally all the major decisions are taken by the parent body. The Principal formally put this proposal in the monthly meeting of the executive council which was readily sanctioned.

File Description	Documents
Paste link for additional information	http://sjcwgkp.in/contents/store/7.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic plans are designed to fulfil the commitment to its mission and vision of the college.The work plans include providing an intellectually stimulating environment for academic growth in order to overcome the challenges pertaining to accessibility and participation in the academic ambience of the institution.Institution's strategic plan provides base for the movement towards better academic growthand developing skills to meet the challenges in professionaland personal life through IT or soft skills and a safe and secured campus.Zoom subscriptions were

purchased, Microsoft teams app was installed free of cost Lecture Videos and PPTs were uploaded on You-tube channel.

Instutional strategic goals

1. Structure Teaching learning methodology.

2. Effective Leadership and Participative management.

3. Proactive Internal Quality Assurance Cell.

4. Ensuring effective governance.

5. Student's Overall Development through Participation.

6. Employees Advancement & Welfare.

7. Proper Discipline 8. Student/Faculty Grievance.

9. Financial Planning & Management. .

10. Constant Growth in Research and Development.

11Alumni Interaction and Outreach activities.

12. Augmenting Physical Infrastructure

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File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.sjcwgkp.in/college/iqac.php#iqacreport
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.

The action plan of the institute in alignment with its vision and mission is ensured via definite organization framework, prospective planning, dynamic leadership and decentralized administration. In accordance with the rules of the institution,

the following organizational structure and decision-making processes are in place for enhancing the overall effectiveness

.Society: The institute is run by the Catholic Diocese Education Society. It has issued the by-laws, norms and service rules for every staff appointed here.

Governing Body: The Governing body is gives proper direction and planning for the institute. Management Committee: This body is approved by the affiliating university which takes decisions for the growth of the institute. It takes place twice in every year

Academic Council:Theacademic council is formed representing from every faculty. The faculty development programs and academic programs are planned and suggested by it. The core objective of academic council is to maintain the standards of education. Admission process, teaching learning and evaluation methodologies and student support facilities.

Students Council: Students Council consisting of elected representatives, joint secretaries and an elected president coordinate all the activities with the management and staff of the institute

Internal Quality Assurance CellI :It plans, forms benchmarks and develops a system for overall improvement and good performance of the institute.

File Description	Documents
Paste link for additional information	http://www.sjcwgkp.in/contents/iqac/36.pdf
Link to Organogram of the institution webpage	http://www.sjcwgkp.in/contents/iqac/36.pdf
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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

In our Institution Staff welfare is given foremost importance. In connection with this, Existing welfare measure for teaching and non-teaching staff are itemized below:

1. Medical Leave & Maternity leave for eligible staff members
2. Advances for the school fee & festivals.
3. Employee gets fees concession for their ward.
4. As Institution has a multicultural environment in the campus, the management ensures the celebration of all the festivals together.
5. Sponsorships to attend and present papers in conferences both in India as well as abroad
6. . Internet and free Wi-Fi facilities are also available in campus for staff and students.
7. Teaching and Non-Teaching Staff Club organizes tour, and sports activities for the staff
8. . Faculty members can obtain admission for their wards in School and College.
9. Faculty members are provided with Individual cabin and system to facilitate good ambience.
10. More than 30 days - Summer and Winter Vacations for faculty members
11. Faculty development programs (FDP) for faculty members on regular basis Skill development courses are organized for non- teaching staff to enhance their skills in work environment.
12. Automation of attendance and leave using biometric system.
13. All the faculty members who upgrade their research work through quality publications during the academic year are honoured by management

14. **Gratuity for the employees of the institution**
15. **Elevator facility is enabled in all the blocks in the institution.**
16. **All the staff members are treated on par with each other in obtaining benefits from the institution.**

File Description	Documents
Paste link for additional information	http://www.sjcwgkp.in/contents/iqac/39.pdf
Upload any additional information	**No File Uploaded**

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

00

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

00

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

04

File Description	Documents
IQAC report summary	View File
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

THE COLLEGE HAS SELF APPRAISAL MECHANISM FOR TEACHING STAFF:

In this direction, the Academy has structured an objective assessment mechanism with scope for improvement.

- **Self-appraisal by the faculty**
- **Peer evaluation by the Department heads/ Principal/ external expert Student's feedback**

The above assessment mechanism has resulted in the teaching staff understanding and getting acquainted about the following:

- **Teaching style and abilities with the feedback from the peers and the students.**
- **Scope for improvement in teaching resources and methodologies**
- **The research outcomes and relevance of the work being done with the current developments in the respective fields.**
- **The self-assessment mechanism does not have any negative impact on the staff as he is provided with the opportunity to comment on the evaluation outcomes and give opportunity for improvement**
- **. The Academy rewards and recognizes teachers commending them for their teaching approaches and research initiatives, which helps them to work with renewed zeal.**

THE COLLEGES HAVE SELF APPRAISAL MECHANISM FOR NON-TEACHING STAFF.

The works of the Non-teaching staff are assessed periodically through a structured mechanism:

- **Work efficiency and commitment.**
- **Initiative towards learning newer trends in their respective areas.**
- **Leadership and team work.**
- **Discipline and regularity**
- **The non-teaching staff are periodically trained and also encouraged to pursue their higher studies.**
- **The feedback helps in language support and soft skill programme for nonteaching and administrative staff.**

File Description	Documents
Paste link for additional information	http://www.sjcwgkp.in/contents/iqac/41.pdf
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

The institute has a mechanism for internal and external audit. We have our own internal audit mechanism where internal audit is an on-going continuous process in addition to the external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure of the Institute each year. Qualified Internal Auditors from external resources have been permanently appointed and a team of staff under them do a thorough check and verification of all vouchers of the transactions that are carried out in each financial year. Likewise an external audit is also carried out on an elaborate way on quarterly basis. The institutional accounts are audited regularly by both Internal and statutory audits. So far there have been no major findings / objections. Minor errors or omissions and commissions when pointed out by the audit team are immediately corrected / rectified and precautionary steps are taken to avoid recurrence of such errors in future. The institute regularly follows Internal & external financial audit system

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

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 institution always monitors the effective and efficient use of available financial resources for the infrastructure development to support teaching learning process. St. Joseph's College is a self-financed private institution; tuition fee is the main source of income. This fund is utilized for all recurring and non-recurring expenditure. The institution has a well-defined mechanism to monitor effective utilization of available financial resources for the development of the infrastructure to augment academic needs. The finance committee prepares an annual budget estimate duly considering the proposals received and also the recommendations of the principal and management. All the major financial decisions are taken by the institute's financial committee and Governing Body (GB). Institute adheres to utilization of budget approved for academic expenses and administrative expenses by management. After final approval of budget the purchasing process is initiated by purchase committee which includes all head of departments and account officer, accordingly the quotations called and purchase orders are placed after final negotiations. All transactions have transparency through bills and vouchers. The bill payments are passed after verification of items. Respective faculty member ensures that whether suitable equipment/machinery with correct specification is purchased. The entire process of the procurement of the material is monitored by the IQAC, purchase committee and principal. Financial audit is conducted by chartered accountant for every financial year to verify the compliance.

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

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. Admission to various programmes, summer, winter and mid-term vacations, examination schedule and declaration of results are notified in the Academic Calendar.

All newly admitted students have to compulsorily attend the Orientation Programme, in which they are made aware of the teaching learning process, the system of continuous evaluation, compulsory core courses, various curricular activities, discipline and culture of the Institute.

All students are provided with the Student Diary that provides all details relevant for students. Students are apprised of the TimeTable, Programme structure, syllabi of the courses before the semester commences.

Important announcements are made in the morning assembly and attendance and conduct of classes are monitored by the Deans of faculties, HODs and proctors of various classes.

Class Committees are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teachinglearning process.

The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations.

The major initiatives taken over the last five years include the following:

• Introduction of Daily Home Assignments

• Automation of Admission Processes - Provision for online fee payment

• Automation of Examination Processes

• Curriculum Development Workshops in many subjects

• Green initiatives in Campus – tree plantation, e-vehicles etc.

File Description	Documents
Paste link for additional information	https://www.sjcwgkp.in/college/iqac.php#iqacreport
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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. Admission to various programmes, summer, winter and mid-term vacations, examination schedule and declaration of results are notified in the Academic Calendar.

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• Automation of Examination Processes

• Curriculum Development Workshops in many subjects

• Green initiatives in Campus – tree plantation, e-vehicles etc.

File Description	Documents
Paste link for additional information	https://www.sjcwgkp.in/college/iqac.php#iqacreport
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	http://www.sjcwgkp.in/contents/iqac/27.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
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

The Collegeoffers many courses on Gender issues across various departments. This is further reinforced by seminars, workshops and talks in gender related areas. The women empowerment cell of the college organizesprograms like street plays, sloganwriting competition, workshops on Women's Health, safety and security and legal awareness etc The Mission shakti campaigne recently launched by the Govt. of Uttar Pradesh to create awareness about women empowerment was successfully organized by departments of the college .The college provides facilities like Women's hostels, Girls' Common Rooms, Separate washrooms,coverage by CCTV cameras

etcBesides, there are Women members in Proctorial Board, Anti harrasment cell, Women officers in NCC and NSS that helps students to realize their potential in a comfortable, safe and congenial atmosphere.

File Description	Documents
Annual gender sensitization action plan	http://www.sjcwgkp.in/contents/iqac/15.pdf
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	http://sjcwgkp.in/college/facilities.php?pageid=24,http://sjcwgkp.in/college/facilities.php?pageid=27

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

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

There are different types of wastes disposed in the college for which there is a proper system functioning. The following wastes are being disposed by the college:

1. Solid waste management: Solid waste is segregated at the departmental level by providing different colored dustbins. Under "Zero Waste Campus" initiatives solid wastes collected from different departments are taken to Zero Waste Campus Centre and degradable wastes are converted to organic compost while nondegradable solid wastes like plastics and e-waste are collected by Municipal Corporation, Gorakhpur.

2. Liquid waste management:Chemical wastes are collected,

segregated and labelled separately. Organic solvents are collected and recovered by appropriate processes and acidic/ basic liquid wastes are disposed off in soak pits. .Sewage waste is carried through the pipeline and is further disposedby the Municipal Corporation.

3. Bio-medical/ Biohazard Waste management: Biomedical waste generated in the collegeis quite less and that's why there is no biomedical waste management in the institute

4. E-Waste management: The electronic gadgets declared as obsolete are auctioned. In some cases the collegeenters into a buyback arrangement with the equipment supplier for better pricing .Some gadgets are also donated from the side of the college

5.waste recycling system. since we promote the environmental principle of reduce ,reuse andrecycle,every recycleable waste is given to the municipal corporation.

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

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All 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**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

E. None of the above

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	No File Uploaded

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 :

A. Any 4 or all of the above

Human assistance, reader, scribe, soft copies
of reading material, screen   reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
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).

We believe in unity in diversity that's why our students respect the different religion, language and culture. We feel the college is our second home and all faculties like a family member. We greet and wish each other at different festivals and invite them to have a feast to get introduced with ones culture to have amicable relations and to maintain the religious, social and communal harmony. Similarly our students also celebrate the different festivals with joy and enthusiasm which help them to implant the social and religious harmony. Being a large country with large population. India presents endless varieties of physical features and cultural patterns.To represent our Indian culture, on the eve of our college annual gathering we organize a traditional dress competition and Indian cultural presentation. In this competition students wore the different attire representing the different states, religions and cultures. Through this activity students get acquainted with the different culture of our nation and help to develop the tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. This also creates the inclusive environment in the college and society.Philosophy and literature of Nathpanth and Philosophy of Pt. DeenDayal Upadhyay have made the campus a melting pot of diverse ideas and thoughts.The college has a language cell that promotes the teaching of Indian languages.Programs and activities related to national integration,communal harmony and social and economic justice are frequently organized by the college.

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

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

Care is taken by the college that emphasis is given to values enshrined in the Constitution by its students and employees alike.Thus, the college through its curricular as well as co-curricular activities tries to inculcate Constitutional obligations, values, rights, duties and responsibilities. The Rashtra Gaurav course which is compulsory for all UG students of the college also offers basic fundamentals about our constitutional obligations to the students. Department of political Science also offers courses on IndianConstitution that introduces students not only to fundamental rights, duties and values but also exposes them to various constitutional laws, debates and judgements associated with them.Constitution Day is celebrated with lot of fanfare and academic vigour to sensitize the collegefraternity about such values and the importance of the Constitution in our day-to-day lives.Institution takes pride in launching the Plantation Programme where in the focus does not stop with the sound academic foundation of the student community but it moves a step forward to develop them as better citizens of the country. In this regard The Faculty members of all departments have organized various academic and co-curricular activities for the propagation of the Fundamental Duties and Rights of the Indian citizens. The students were engaged in several programs like Academic programs like webinars, Conferences, Expert talks, Bright talks etc. Institution has organized student centric activities like paper, poster & essay competition which have always received huge participation from the students

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://www.sjcwgkp.in/contents/iqac/50.pdf
Any other relevant information	https://sjcwgkp.in/college/facilities.php?pageid=61

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 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   **A. All of the above**

File Description	Documents
Code of ethics policy document	View File
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

Celebration of commemorative days, events and festivals are integral to the college life and used as a means of making the learning experience interesting and vibrant. Events of National importance viz. Republic Day, Independence Day and Gandhi Jayanti are celebrated with great zeal and fervor in the campus by students, faculty, administrative staff and employees.The college also celebrates birth anniversaries of great Indian personalities like Pt. DeenDayal Upadhyay, Sh. BR Ambedkar, Swami Vivekananda,

Sh. Vallabhbhai Patel etc. to make the students remember these great souls .Besides,these commemorative days ,Constitution Day, International Youth Day, International Yoga Day, National Sports Day,International Human Rights Day, ChauriChaura event etc. areorganized with a lot of academic and cultural vigor.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
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.

- **Adopting Digital mode of teaching by use of Digital content source.**

1. Changing the traditional mode of teaching learning to innovative methods

2. Making effective use of ICT

3. Developing Digital Content

4. Increasing the student's participation

5. Creating awareness about the ICT tools

- **To motivate the staff members for better performance in academics, research and nonacademic fields**

1To recognize and appreciate the teaching skills of the staff on the basis of academic results and student feedback

2 To appreciate and encourage students for better attendance, grooming, leadership skills and social work

3To recognize the students for their extracurricular and cocurricular achievements.

4 To inculcate and improve the habit of reading amongst the students and the faculty

File Description	Documents
Best practices in the Instituional website	http://sjcwgkp.in/college/facilities.php?pageid=22,http://sjcwgkp.in/college/facilities.php?pageid=56
Any other relevant information	http://www.sjcwgkp.in/contents/iqac/65.pdf

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

This year, Choice based credit system was implemented by the University.Apart from curricular aspect ,certain non curricular aspects were also introduced in the new syllabus.Completion of syllabus and making students familiar to the new pattern was really challenging. Introductory classes were taken to aquaint the students with this new pattern. The institute ensured the proper familiarization of the new system so that the new teaching learning process can function smoothly. The laboratories were alsp updated and equipped according to the needs. Syllabus was completed on time and practise session was also taken to increase confidence of the students. The performance of the institute in this area was commendable.

Apart from this the vision and mission of the college inspires us to inculcate social sensitivity amongest the students. The performance of the institute in this field was marvellous. In order to servethe society and develop social sensitivity, Blood Donation Camp was orgnized in the college. Large number of students participated in the camp and our college was awarded as the best college in Blood Donation by Fatima Hospital.

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

Being affiliated to Deen Dayal Upadhyay Gorakhpur University, Gorakhpur, the institution follows the curriculum designed by the University.For effective implementation and delivery of curriculum, at the beginning of academic session, the College prepares the academic calendar which consists of curricular, cocurricular and extracurricular activities. The mission and the vision of the college also promotes overall personality development of the students which is achived through various curricular , extra curricular and research oriented activities. Planning of regular seminars, guest lectures , talk shows also enhances the curriculum delivery process.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://sjcwgkp.in/contents/store/7.pdf

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

The institution adheres to the academic calendar for the conduct of CIE Academic calendar is prepared by Principal, in consultation with HoD(s).

- In the beginning of the academic session the students are apprised of academic calendar and same is uploaded on college website and displayed on notice boards and at strategic locations.
- Only head of the institution can incorporate minor changes in academic calendar which he may deem fit considering the unforeseen circumstances.
- The Schedule of All Examinations is given in academic calendar.
- The course teachers announce the syllabus and display question bank for Internal Exam I& II as per the academic calendar.

- **The slots of the Internal Exam I& II are mentioned in the academic calendar. Examination schedule of these exams is announced and displayed in advance by the Principal.**
- **Display of marks is also as per the schedule given in academic calendar.**

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://sjcwgkp.in/contents/store/7.pdf

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

D. Any 1 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

14

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
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)

00

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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

00

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

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 university decides the syllabus and college has to follow it. But in this limitation, college does its bestto integratecrosscutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum.To sum up, the ultimate aim of the college is holistic development of the students.

Also, the application of these cross-cutting issues is not just restricted to one or few core areas, but has a wider scope and application. For instance, core areas of professional ethics is applied across subject areas as diverse as professional accounting system, corporate governance, research ,environment, biosafety, music, library science, to name a few.

Other issues such as gender, human values, environment and sustainability are equally diversely applied across languages, development, history, women and sports education, cultural studies, psychology, economics, disaster management, chemistry, biology, etc. In addition to this, the students are encouraged to be the member of Eco-Club and provide solutions to various problems. Weekly programme is organised to inculcate human-values in students.

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

00

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	**No File Uploaded**

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

00

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	**No File Uploaded**

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	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	https://docs.google.com/forms/d/1oWs2NJTr EbGJJC6cqtUgg3T1ZBHfsPvBjh- o9JYx8lU/edit#responses
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://docs.google.com/forms/d/e/1FAIpQL SftkUJIjwEpDI1JHUzyKwecO1DRLf3zI9EcBd9UeJ wEMX9H5Q/viewform

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 students admitted during the year

501

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

0241

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

Being aware of the individual differences can enhance our learners and lead to more effective teaching. The institution assesses learning levels of the students and organizze special programs to both slow and advanced learners.In addition, teacher-student interactions, reports of class committees and proctorial meetings also help in identification of different levels of learners. Faculty members and various committees regularly review the academic progress and counsel students to improve their performance to ensure their academic growth. Apart from this, sessions are also included to inculcate positive attitude and competitive spirit. This process helps as a base for monitoring the future progress of the students.

File Description	Documents
Paste link for additional information	https://www.sjcwgkp.in/college/facilities.php?pageid=1
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
1430	**32**

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

The College recognizes the fact that instructional learning needs to be fortified and reinforced through experiential learning, which is the time tested practice of application of theoretical concepts to real life situations and problem solving. To put this to practice, the institutionconstantly practices student-centric teaching pedagogies to develop an understanding of concepts, their applications, problem solving competencies and a participative learning approach to face and solve problems and challenges independently. This approach has helped in holistic development of students and adds to their confidence to address real life situations.

Internships, project work and field training are merged with fundamental program structure in UG and PG programs. Students are encouraged and guided to make presentations. Interaction with experts from different streams and association with NGOs enable the students to learn from their experiences. Laboratory experiments, engagement in goal oriented projects, peer group interactions, study tours, street plays, slogan writing contests are some other forms of this approach. Also, exposure to Career counselling programs and learning opportunities through experimentation at the newly established incubation center helps further strengthen the classroom learnings. Occasionally, student groups converge to address problems they have been facing and bring it to the authorities for resolution. Specifically student-centric teaching methods are reflected in project work, field visit, industrial visit & guest lectures through the adoption of role plays, team works, debates, seminar, quizzes and case studies.

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	http://www.sjcwgkp.in/contents/iqac/53.pdf

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

Moving ahead with timeto adopt contemporarymethodologies for delivery of instruction, the collegehas equipped itself by adopting ICT methods for the teaching-learning process. Over a period of time, faculties have acquired skills for digital delivery of instructions and are able to integrate ICT

techniques with their classroom teaching. Entire campus has Wi-fi facility to access the available resources.Projectors, Desktops and laptops, smartboards etc. are some of the tools that are accessible to teachers to enable them to cast powerpoint lectures, pictures, animations and visual aids related to the course.

To enhance the teaching-learning process, a room is specially designed to deliver lectures through audio visual aids (Movies, Online Video lectures, Biographies,etc.) in the college campus- Theresian Audio Video Theatre.

Additionally aids like Google classroom links, Video conferencing apps like Zoom, Google meet etc. have been used frequently for administration of Online tests/ Assignments/ Quizzes. Also platforms and tools like Virtual laboratory platforms have been used frequently and optimally to ensure that there was no disruption in the teaching-learning process specially during the pandemic period. During the pandemic, teachers have rigorously contributed to preparing a huge number of e-resources which act as a useful study material even for the future. Now teachers use a hybrid mode to optimize academic outcomes.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View File](#)

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

32

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

32

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

20

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

251

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.

The internal assessmet is transparent and robust in terms of frequency and mode. The efficient and smooth conduct of examinations and timely declaration of the results can be ensured only with the cooperation of all the stake holders including teaching, nonteaching and administrative staff of the SJCW.

Examination Policy: Invigilators are requested to acquaint with the following procedures:

1. Carrying mobile phones or any reading material by the invigilator is strictly prohibited. The invigilator is expected to be vigilant and take frequent rounds in the exam hall.

2. Invigilators shall make announcement in the Examination hall that the use of electronic devices by the students shall not be permitted in the Examination hall.

Evaluation Policy:After evaluation, marks are displayed on dates mentioned in the academic calendar by faculty members. Examination copies are shown to the students.

1. Valuation is done by the respective subject teacher within two days through centralised valuation system. Sample Answer sheets are moderated by external moderators.

2. Answer sheets are shown to all the students and answers are also discussed with the students. After satisfaction students put their signatures on the answer sheets. Some questions have specific remarks of the valuer regarding deduction of marks.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://www.sjcwgkp.in/contents/iqac/9.pdf

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

The institute has devised an efficient and well-defined mechanism to deal with examination related grievances which is transparent in the pattern and conduction of Internal Exam and rectification of grievances is time bound. The college follows strictly the guidelines and rules while conducting internal examinations.

At Institute level:

1. At Institute level, an examination committee, comprising of a senior teacher as convener and other teaching and non-teaching staff as members, is constituted to handle the issues regarding evaluation process.

2. The teacher distributes evaluated answer scripts to students, and any clarifications or grievances are addressed by the teacher. The internal marks are displayed on the notice board. If any discrepancy like mistakes in question paper, mark allocation, correction is noticed by the students, the concerned teacher will resolve the discrepancy, and the necessary corrections will be made. If a student is not satisfied with the marks awarded even after resolved by the teacher, then he may represent the same to the Principal. All such representations are taken positively and are reassessed by another teacher if necessary.

3. Parents are informed about their ward's performance through SMS and Mail. Students are counselled by the faculty mentor, and remedial classes are conducted for students who have failed in the examinations.

4. Retest for the internal examination are conducted for Students who remain absent for internal exams due to genuine reason.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	http://www.sjcwgkp.in/contents/iqac/10.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

In its commitment towards being an institution of academic excellence, the Collegehas initiated quality enhancementmeasures with the introduction of Program Outcomes, Program Specific outcomes and course outcomes of all programs offered by various faculties in the campus. These outcomes have been incorporated in the curricula of the various programs and displayed on the collegewebsite for easy accessibility to all stakeholders including teachers and students of the institution.

- Hard Copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students.
- The importance of the learning outcomes has been communicated to the teachers in every IQAC meeting and College Committee meeting.
- The students are also made aware of the same through Tutorial meetings.
- Workshops have also been conducted for developing the Programme Educational Objectives and Learning outcomes at college level.
- The assessment outcomes based on internal and external exams conducted at various intervals and in line with specifications of the CBCS system are also displayed on the website.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.sjcwgkp.in/contents/iqac/32.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The attainment of program outcomes and course outcomes aremeasured by a process of internal and external examination system, under the CBCS system.

Outcomes of Internal assessments which account for 30% of the overall weightage are obtained based on Tests/ assignments, attendance, presentations in seminars and mid-term exams. Likewise, outcomes of external assessments which carry a 70% weight are done based upon Internships/ training projects, Major Seminars, Major projects and end-term exams.

Together, these are used to assess achievement of attainment against set levels. If the achievement is lower than targets then the teaching/ instructional methodology is reviewed and a new strategy is set for the next academic session to ensure attainment of set targets.

Conversely, if the achievement is higher than the target in that case the targets are revised realistically and amply focus is provided to their attainment. While fixing the attainment levels, feedback from all stakeholders such as students and alumni are obtained to evaluate the outcomes of the teaching-learning process. The results thus obtained are discussed at the department level with a view to incorporating the suggested changes and addressing the needs.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.sjcwgkp.in/college/facilities.php?pageid=58

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

483

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	**No File Uploaded**
Paste link for the annual report	http://www.sjcwgkp.in/college/student_awards.php

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)

http://www.sjcwgkp.in/contents/iqac/55.pdf

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)

NONE

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

00

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	**No File Uploaded**

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The Institution provides a conducive environment for promotion of Innovation and Incubation. All required facilities are provided and Guidance is extended to the students. Students are encouraged to actively involve in the application of Technology for societal needs.

The college organizes various competitions, in all categories includingsports, literary and cultural domain to promote innovation.

For creation and transfer of knowledge, the institute attempts to organize variuos multidisciplinary lectures, seminars, inter-college competitions, and similarly many more.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://sjcwgkp.in/college/facilities.php?pageid=25

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

00

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)	**No File Uploaded**

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

00

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

04

File Description	Documents
Any additional information	[View File](#)
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

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

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

02

File Description	Documents
Any additional information	[View File](#)
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.4 - Extension Activities

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

.Community is an important component of the ecosystem within which the institution functions and hence, the latter is fully

aware and conscious of its role in terms of the impact that it needs to create for the development, betterment, and upliftment of this important component.The college tries to sensitize studentsthrough the extension activities that go hand in hand with academics.

1.NSS unit of the College organizes a Special Seven Day Camp in nearby adopted village, where NSS volunteers address certain social issues, like cleanliness, tree plantation, water conservation and education. Group discussions and programmes are created on issues like eradication of superstition, Beti Bacho Beti Padhao, Blood donation, health and awareness

. 2. The NCC unit, under 52 BN, NCC Gorakhpur aim at developing qualities of leadership, patriotism, discipline, character building, and self-service. The unit organizes extension activities such as road safety awareness, Ektadand, save fuel, Swachta Abhiyan, National equality awareness etc.

3. Various departmental activities instill social responsibility in the students. Some examples could be Personal Health and Hygiene, Diet Planning, Plastic eradication, visit to Orphanages.

4. The College works with a PGSS (Purvanchal Gramin Seva Samiti) unit in certain awareness programmes, such as Encephalites, Nutrition, Women Empowerment, Skill Development.

5. UDAN, a committee in the college, celebrates the disable day, whereby students and management helps and aware the disable children by providing them with books, clothes, food, etc.

File Description	Documents
Paste link for additional information	http://www.sjcwgkp.in/college/facilities.php?pageid=47
Upload any additional information	View File

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

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

```
05
```

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

3.4.3 - 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

3.4.3.1 - 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

```
15
```

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

```
1354
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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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

01(Internship)

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

00

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	No File Uploaded

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.

The College encompasses a well maintained lush green campus spread over 3000 sq meter of land ensuring adequate availability and optimal utilization of physical infrastructure for teaching learning activities. The clasrooms, laboratories and other adequate infrastructure have been established as per the norms of UGC.

Classrooms: college encompasses sufficient number of wellfurnished, well ventilated, spacious classrooms equipped with LCD projectors.

Technology Enabled learning facility: The College has ICT Classrooms with the provision of Multimedia learning, Wi-Fi connectivity and internet access.

Seminar Hall: The College has multiple seminar halls which areregularly used for conducting national / international seminars, paper presentations,group discussions etc.

Tutorial rooms: Separate tutorial rooms are maintainedfor tutorial lecture, doubt clarification and special remedial classes for incompetent students.

Laboratories and computer labs:All laboratories and computer labare well equipped,established as per UGC norms thatare utilized for conducting practicals .

Wi-Fi: The entire campus is Wi-Fi enabled with 24/7 internet facilities to the students and staff.

Central Library: Our central libraryis fully computerized by automating the issue of books with bar code reader.

Counselling room: A separate room is alloted for interaction of studentswith teachers for counselling and guidance.

Hostel Facility: A hostel with capacity of 50 students is provided by the college.

Differently abled friendly campus: Thecollege has ramp and

other equipments to support the challenged students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://sjcwgkp.in/college/facilities.php?pageid=28,http://sjcwgkp.in/college/facilities.php?pageid=25,http://sjcwgkp.in/college/facilities.php?pageid=19

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

The collegelays great emphasis on the holistic development ofits students, faculty and staff. It offers opportunities to all for regular workouts, lifestyle management and interaction. It has invested in creation of excellent sports facilities and extensive infrastructure for holding cultural events and co-curricular activities.

1. Sports activities: TheCollege encourages sports activities. A number of players haveplayed district, university, state and even national level games. It provides indoor games as well as outdoor games..Theoutdoor games are: Kabaddi, Kho-Kho, Handball, Cricket, Badminton, Table-tennis.The indoor games available in college are: Carrom board and Chess.

2 Cultural Activities : To conduct cultural activities in the college, there is a cultural committee. This committee organizes many cultural programs including literacy events under "Josephiesta - Youth Festival". Some interesting programs by the committee are debate, fancy dress, hairdressing, rangoli, painting, mehandi, quiz, model and poster making, essay writing, slogan writing, sangeet and drama preparation etc. There is a separate room for sangeet preparation. Also, there are various music-equipment in the college, which is listed below. College student plays the music by themselves and no outsider musician helps in this program. List of equipment in the Music room - Scale changer harmonium ,Tabla, Key-board etc

3. Yoga:There is a separate room for Yoga under the sports

section. The sports officer handles it efficiently. The yoga session are arranged to channelize the focus and energy of students & faculty members to train and sharpen the mind, body and soul in the right direction.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sjcwgkp.in/college/facilities.php?pageid=19

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

33

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sjcwgkp.in/college/facilities.php?pageid=22
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)

142.37

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
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)

The Central Library is automated using the ILMS. Operations andservices of the library are computerized using softgranth library management software. All the library operations including its Online Public Access Catalogue (OPAC) are automated. Access to OPAC is provided through the library portal linked to the College website. "Digital Library" link on the library portal providesaccess to a large number of e-resources. The college has central library. Library has a huge collection of Text books, Reference books and others books with foreign, peerreviewed journals and bound volumes of journals. The reading room is well furnished to accommodate 50 students at a time and provides conductive environment for study. A visitor record is maintained for students and faculty members, New Arrivals of books and journals are displayed on rack. The library has under closed circuit television (CCTV) surveillance Cameras. OPAC: The library has developed the database of its own collection through the library software. Library is fully computerized with barcode-based issue-and return process, online public access catalogue (OPAC) facility is made available in the central library. OPAC which is used students and faculty member for search of books by Title, Author, Subject name etc. CD's, DVD, CD-ROM databases, barcode scanner and printer is available in the library. Library Automation: All the active book collection is update in the library software database and the online public access catalogue (OPAC) is available for students and faculty members. The issue and return of book have been activated in the library software.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.sjcwgkp.in/college/searchBooks.php

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	C. Any 2 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)

.79397

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
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

350

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

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

The collegefollows an annual budgeting exercise and sets aside committed funds for use which not only cover acquisition of new assets in terms of hardware and Software but also on maintenance of existing infrastructure and networks . All efforts are made to ensure integrity, reliability, availability

and superior performance of IT systems. Also, top priority is accorded to protect the official e-identity of individual users

.Most of the official work is being done with the help of ICT. The college regularly maintains the IT facilities. Following are some basic facilities for updating:

1. Computer is formatted in regular basis.

. 2. Anti-virus is regularly installed in computer. All computer has anti-virus.

3.Wi-Fi connectivity is available in Principal 's chamber, Officeroom, IQAC room, various departments including library and laboratories.

4.CCTV is installed in every classroom.

5.Website is maintained by Hungry Minds, Basti. College pays a fee for maintainance.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	[https://www.sjcwgkp.in/college/facilities.php?pageid=28]()

4.3.2 - Number of Computers

49

File Description	Documents
Upload any additional information	[View File]()
List of Computers	[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)

142.37

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
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.

The college follows a three tiered system for maintenance incorporating in-house maintenance support, AMCfrom reputed service providers and outsourcing to expert agencies. Maintenance of all the properties, physical and academic infrastructural facilities in the campus is looked after by the skilled workers employed through approved agencies on outsourcing basis.Electricity and water supply services in the academic,and hostels are ensured by the help of skilled electricians and plumbers. The periodic maintenance of the campus is looked after by the skilled workers. Their services include maintenance of equipment like generator sets, general illumination, power distribution system, water pumping plants ,sewage etc.. Surveillance and CCTV cameras are maintained by IT department.LCDprojectors, laptops, desktops, printers, firefighting equipment etc. are maintained by respective

departments.Sports complex, playgrounds etc. are maintained by
sports committee.The library of the college has ts own
mechanism and system for maintainence. The labarotory are
maintained by the respective departments.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.sjcwgkp.in/college/facilities.php?pageid=24

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

189

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

36

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

A. All of the above

File Description	Documents
Link to Institutional website	https://sjcwgkp.in/college/facilities.php?pageid=2
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

31

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

31

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

A. All of the above

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

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

20

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

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

18

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

31

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	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.

01

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at uni versity/state/national/internatio nal 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 institute has a Students' Council, which is constituted with the students of all years of the college and the council acts atthree different bodies – (1) Student Academic Council, (2) Student Social & Cultural Council and (3) Student Administrative Council.

Functions of Academic Council: The Student Academic Council Class Representatives (CRs) get the feedback on teaching- learning processes like teaching, course content, study material, practical sessions from the departments, pertaining to quality improvement. Class Representatives (CRs) assigned from each programme communicate the same to the faculty advisors who puts up the suggestions of the Council in the Academic Council of the Institute. Student Academic Council meets once in a semester.

Functions of the Administrative Council:Administrative Council looks after the feedback on Hostels and Amenities, Anti-Ragging initiatives, Alumni Association, Grievance Redressed, NSS, NCC etc. Student feedback on amenities: Principal addresses the problems pertaining to classroom, infrastructure, library, food, water, hygiene, etc. to redress the students' grievances. He refers to the administrative authorities for the improvement of the quality of students' life in the Institute.

Anti-Ragging committee: Nomination of student as member of AntiRagging committee promotes an ambience conducive for the Institute to be a ragging-free campus.

Social and Cultural Council:Council organizing various sports,

social initiatives and recreational activities of the college
in coordination with faculty mentors like Annual Sports,
Cultural Fest, Fresher's Welcome, Farewell, etc.

File Description	Documents
Paste link for additional information	https://sjcwgkp.in/college/facilities.php?pageid=61
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

21

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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

Alumnae Association is created im the college to build an
engaged supportive alumnae committee. A good number of alumni
are occupying eminent position and contribute to their parent
institution. The members of the association contribute in the
following manner · 1.Feedback on curriculum

2. Teaching learning process

3.Bridging the gap between industry and academia

4. Important suggestions about changing trends about business and industry

5.Guest lectures to the students of current year batch. Interaction and mentoring the students

Alumnae meets are conducted periodically for networkstrengthening the social relations and sharing the expertise with the students for guidance projects placements internship and competitive examination. Alumnae are also engaged in providing placement support and research activities.The Alumni Associations at the Department level have been quite active and have been arranging such meetings that have helped the Departments grow by sharing their experiences and providing new directions in emerging areas within the disciplines. These meetings attract Alumni from far and wide including those residing overseas with work areas as diverse as academics, administration, governance and many more. A bonding with their Alma Mater attracts them back to the campus with many describing it as "Home Coming" celebrated yearly under the name "Sangamam".

File Description	Documents
Paste link for additional information	https://www.sjcwgkp.in/college/facilities.php?pageid=51
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	View File

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 vision and mission of a college will be realised withan

effective leadership that ensuresdevelopment and implementation of systems for academic and administrative effectiveness .The governance of the college is reflective and is in tune with the vision mission of the college.The empowered team of the college involves Principal, convener of different committees, Teaching-staff, IQAC committee, non-teaching and supporting staff, student representative (C.R.), alumni and local management committee called Catholic Diocese of Gorakhpur Education Society. The principal monitors the mechanism regarding administration and academic process. It also ensures proper functioning of the policies, rules and action-plans of the college. There are many committees to support the vision and mission of the college. For example, these are Examination cell, NSS, NCC, carrier and counselling cell, library and sports committee, cultural and literacy committee, internal examination committee, anti-ragging committee, college-magazine committee, RUSA and UGC committee, disciplinary committee, scholarship committee, grievance redressal committee, etc. All the committees take its responsibility for the plans and activities, and successfully tackle these responsibilities in every academicsession

Core Values · Pursuit of Excellence through Education · Social Responsibility and Civic Awareness · Honest and Moral Uprightness · Empowerment through Education · Faith in its Own Capabilities · Respect for Life and Creation · Academic Excellence · Continuous Improvement in Education · Institutional Awareness and PracticabilityValue and Outcome Based Education · Inspiring Campus Environment

File Description	Documents
Paste link for additional information	http://www.sjcwgkp.in/college/index.php
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 promotes participative management. Ideas pertaining to academic goals, organizational progression and better campus life are collected from all stakeholders to promote efficient

functioning of the College. The staff and other stakeholders help in infusing a positive attitude that leads to increased efficiency, improved communication, heightened morale, motivation and job satisfaction. Believing in decentralization, the Management takes policy decisions, finance, infrastructure etc.with the help of members of the College Development Committee. CDC discusses matters related to teaching and administrative staff and decisions are taken. Believing in democratic values, the institution has decentralized and participative management.

Objectives: • To bring together contributions from all traditional and nontraditional fields of humanities, social science, commerce, science and technology. • To advance human self-understanding and communication. • To Forster multicultural and international conversation concerning the human issues. Strategy: Since it was a gigantic activity including disciplinary, multidisciplinary and post disciplinary fraternity, following strategy was unanimously decided.

Approval from Parent Body: Normally all the major decisions are taken by the parent body. The Principal formally put this proposal in the monthly meeting of the executive council which was readily sanctioned.

File Description	Documents
Paste link for additional information	http://sjcwgkp.in/contents/store/7.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategic plans are designed to fulfil the commitment to its mission and vision of the college.The work plans include providing an intellectually stimulating environment for academic growth in order to overcome the challenges pertaining to accessibility and participation in the academic ambience of the institution.Institution's strategic plan provides base for the movement towards better academic growthand developing skills to meet the challenges in professionaland personal life through IT or soft skills and a safe and secured campus.Zoom subscriptions were purchased, Microsoft teams app was installed free of cost Lecture Videos and PPTs were uploaded on You-tube

channel.

Instutional strategic goals

1. Structure Teaching learning methodology.

2. Effective Leadership and Participative management.

3. Proactive Internal Quality Assurance Cell.

4. Ensuring effective governance.

5. Student's Overall Development through Participation.

6. Employees Advancement & Welfare.

7. Proper Discipline 8. Student/Faculty Grievance.

9. Financial Planning & Management. .

10. Constant Growth in Research and Development.

11Alumni Interaction and Outreach activities.

12. Augmenting Physical Infrastructure

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File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.sjcwgkp.in/college/iqac.php#iqacreport
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.

The action plan of the institute in alignment with its vision and mission is ensured via definite organization framework, prospective planning, dynamic leadership and decentralized administration. In accordance with the rules of the institution, the following organizational structure and

decision-making processes are in place for enhancing the overall effectiveness

.Society: The institute is run by the Catholic Diocese Education Society. It has issued the by-laws, norms and service rules for every staff appointed here.

Governing Body: The Governing body is gives proper direction and planning for the institute. Management Committee: This body is approved by the affiliating university which takes decisions for the growth of the institute. It takes place twice in every year

Academic Council:Theacademic council is formed representing from every faculty. The faculty development programs and academic programs are planned and suggested by it. The core objective of academic council is to maintain the standards of education. Admission process, teaching learning and evaluation methodologies and student support facilities.

Students Council: Students Council consisting of elected representatives, joint secretaries and an elected president coordinate all the activities with the management and staff of the institute

Internal Quality Assurance CellI :It plans, forms benchmarks and develops a system for overall improvement and good performance of the institute.

File Description	Documents
Paste link for additional information	http://www.sjcwgkp.in/contents/iqac/36.pdf
Link to Organogram of the institution webpage	http://www.sjcwgkp.in/contents/iqac/36.pdf
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	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	[View File](#)
Screen shots of user inter faces	[View File](#)
Any additional information	[View File](#)
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	[View File](#)

6.3 - Faculty Empowerment Strategies

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

In our Institution Staff welfare is given foremost importance. In connection with this, Existing welfare measure for teaching and non-teaching staff are itemized below:

1. Medical Leave & Maternity leave for eligible staff members
2. Advances for the school fee & festivals.
3. Employee gets fees concession for their ward.
4. As Institution has a multicultural environment in the campus, the management ensures the celebration of all the festivals together.
5. Sponsorships to attend and present papers in conferences both in India as well as abroad
6. . Internet and free Wi-Fi facilities are also available in campus for staff and students.
7. Teaching and Non-Teaching Staff Club organizes tour, and sports activities for the staff
8. . Faculty members can obtain admission for their wards in School and College.
9. Faculty members are provided with Individual cabin and system to facilitate good ambience.
10. More than 30 days - Summer and Winter Vacations for faculty members
11. Faculty development programs (FDP) for faculty members on regular basis Skill development courses are organized for non- teaching staff to enhance their skills in work environment.
12. Automation of attendance and leave using biometric system.
13. All the faculty members who upgrade their research work

> through quality publications during the academic year are honoured by management
> 14. Gratuity for the employees of the institution
> 15. Elevator facility is enabled in all the blocks in the institution.
> 16. All the staff members are treated on par with each other in obtaining benefits from the institution.

File Description	Documents
Paste link for additional information	http://www.sjcwgkp.in/contents/iqac/39.pdf
Upload any additional information	No File Uploaded

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

00

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

00

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

04

File Description	Documents
IQAC report summary	<u>View File</u>
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

THE COLLEGE HAS SELF APPRAISAL MECHANISM FOR TEACHING STAFF:

In this direction, the Academy has structured an objective

assessment mechanism with scope for improvement.

- Self-appraisal by the faculty
- Peer evaluation by the Department heads/ Principal/ external expert Student's feedback

The above assesesment mechanism has resulted in the teaching staff understanding and getting acquainted about the following:

- Teaching style and abilities with the feedback from the peers and the students.
- Scope for improvement in teaching resources and methodologies
- The research outcomes and relevance of the work being done with the current developments in the respective fields.
- The self-assessment mechanism does not have any negative impact on the staff as he is provided with the opportunity to comment on the evaluation outcomes and give opportunity for improvement
- . The Academy rewards and recognizes teachers commending them for their teaching approaches and research initiatives, which helps them to work with renewed zeal.

THE COLLEGES HAVE SELF APPRAISAL MECHANISM FOR NON-TEACHING STAFF.

The works of the Non-teaching staff are assessed periodically through a structured mechanism:

- Work efficiency and commitment.
- Initiative towards learning newer trends in their respective areas.
- Leadership and team work.
- Discipline and regularity
- The non-teaching staff are periodically trained and also encouraged to pursue their higher studies.
- The feedback helps in language support and soft skill programme for nonteaching and administrative staff.

File Description	Documents
Paste link for additional information	http://www.sjcwgkp.in/contents/iqac/41.pdf
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

The institute has a mechanism for internal and external audit. We have our own internal audit mechanism where internal audit is an on-going continuous process in addition to the external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure of the Institute each year. Qualified Internal Auditors from external resources have been permanently appointed and a team of staff under them do a thorough check and verification of all vouchers of the transactions that are carried out in each financial year. Likewise an external audit is also carried out on an elaborate way on quarterly basis. The institutional accounts are audited regularly by both Internal and statutory audits. So far there have been no major findings / objections. Minor errors or omissions and commissions when pointed out by the audit team are immediately corrected / rectified and precautionary steps are taken to avoid recurrence of such errors in future. The institute regularly follows Internal & external financial audit system

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

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 institution always monitors the effective and efficient use of available financial resources for the infrastructure development to support teaching learning process. St. Joseph's College is a self-financed private institution; tuition fee is the main source of income. This fund is utilized for all recurring and non-recurring expenditure. The institution has a well-defined mechanism to monitor effective utilization of available financial resources for the development of the infrastructure to augment academic needs. The finance committee prepares an annual budget estimate duly considering the proposals received and also the recommendations of the principal and management. All the major financial decisions are taken by the institute's financial committee and Governing Body (GB). Institute adheres to utilization of budget approved for academic expenses and administrative expenses by management. After final approval of budget the purchasing process is initiated by purchase committee which includes all head of departments and account officer, accordingly the quotations called and purchase orders are placed after final negotiations. All transactions have transparency through bills and vouchers. The bill payments are passed after verification of items. Respective faculty member ensures that whether suitable equipment/machinery with correct specification is purchased. The entire process of the procurement of the material is monitored by the IQAC, purchase committee and principal. Financial audit is conducted by chartered accountant for every financial year to verify the compliance.

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

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. Admission to various programmes, summer, winter and mid-term vacations, examination schedule and declaration of results are notified in the Academic Calendar.

All newly admitted students have to compulsorily attend the Orientation Programme, in which they are made aware of the teaching learning process, the system of continuous evaluation, compulsory core courses, various curricular activities, discipline and culture of the Institute.

All students are provided with the Student Diary that provides all details relevant for students. Students are apprised of the TimeTable, Programme structure, syllabi of the courses before the semester commences.

Important announcements are made in the morning assembly and attendance and conduct of classes are monitored by the Deans of faculties, HODs and proctors of various classes.

Class Committees are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teachinglearning process.

The teaching-learning processes are reviewed, and improvements implemented, based on the IQAC recommendations.

The major initiatives taken over the last five years include the following:

- **Introduction of Daily Home Assignments**

- **Automation of Admission Processes - Provision for online fee payment**

- **Automation of Examination Processes**

- **Curriculum Development Workshops in many subjects**

- **Green initiatives in Campus – tree plantation, e-vehicles etc.**

File Description	Documents
Paste link for additional information	https://www.sjcwgkp.in/college/iqac.php#iqacreport
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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. Admission to various programmes, summer, winter and mid-term vacations, examination schedule and declaration of results are notified in the Academic Calendar.

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- Automation of Examination Processes

- Curriculum Development Workshops in many subjects

- Green initiatives in Campus – tree plantation, e-vehicles etc.

File Description	Documents
Paste link for additional information	https://www.sjcwgkp.in/college/iqac.php#iqacreport
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	http://www.sjcwgkp.in/contents/iqac/27.pdf
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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

The Collegeoffers many courses on Gender issues across various departments. This is further reinforced by seminars, workshops and talks in gender related areas. The women empowerment cell of the college organizesprograms like street plays, sloganwriting competition, workshops on Women's Health, safety and security and legal awareness etc The Mission shakti campaigne recently launched by the Govt. of Uttar Pradesh to create awareness about women empowerment was successfully organized by departments of the college .The college provides facilities like Women's hostels, Girls' Common Rooms, Separate washrooms,coverage by CCTV cameras etcBesides, there are Women members in Proctorial Board, Anti harrasment cell, Women officers in NCC and NSS that helps students to realize their potential in a comfortable, safe and congenial atmosphere.

File Description	Documents
Annual gender sensitization action plan	http://www.sjcwgkp.in/contents/iqac/15.pdf
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	http://sjcwgkp.in/college/facilities.php?pageid=24,http://sjcwgkp.in/college/facilities.php?pageid=27

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	B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	[View File](#)

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

There are different types of wastes disposed in the college for which there is a proper system functioning. The following wastes are being disposed by the college:

1. Solid waste management: Solid waste is segregated at the departmental level by providing different colored dustbins. Under "Zero Waste Campus" initiatives solid wastes collected from different departments are taken to Zero Waste Campus Centre and degradable wastes are converted to organic compost while nondegradable solid wastes like plastics and e-waste are collected by Municipal Corporation, Gorakhpur.

2. Liquid waste management:Chemical wastes are collected, segregated and labelled separately. Organic solvents are collected and recovered by appropriate processes and acidic/ basic liquid wastes are disposed off in soak pits. .Sewage waste is carried through the pipeline and is further disposedby the Municipal Corporation.

3. Bio-medical/ Biohazard Waste management: Biomedical waste generated in the collegeis quite less and that's why there is no biomedical waste management in the institute

4. E-Waste management: The electronic gadgets declared as obsolete are auctioned. In some cases the collegeenters into a buyback arrangement with the equipment supplier for better pricing .Some gadgets are also donated from the side of the college

5.waste recycling system. since we promote the environmental principle of reduce ,reuse andrecycle,every recycleable waste is given to the municipal corporation.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	[View File](#)

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 — **B. Any 3 of the above**

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: — **A. Any 4 or All 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

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	[View File](#)
Any other relevant documents	**No File Uploaded**

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 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**E. None of the above**

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	**No File Uploaded**

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	**A. Any 4 or all 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	View File
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).

We believe in unity in diversity that's why our students respect the different religion, language and culture. We feel the college is our second home and all faculties like a family member. We greet and wish each other at different festivals and invite them to have a feast to get introduced with ones culture to have amicable relations and to maintain the religious, social and communal harmony. Similarly our students also celebrate the different festivals with joy and enthusiasm which help them to implant the social and religious harmony. Being a large country with large population. India presents endless varieties of physical features and cultural patterns.To represent our Indian culture, on the eve of our college annual gathering we organize a traditional dress competition and Indian cultural presentation. In this competition students wore the different attire representing the different states, religions and cultures. Through this activity students get acquainted with the different culture of our nation and help to develop the tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. This also creates the inclusive environment in the college and society.Philosophy and literature of Nathpanth and Philosophy of Pt. DeenDayal Upadhyay have made the campus a melting pot of diverse ideas and thoughts.The college has a language cell that promotes the teaching of Indian languages.Programs and activities related to national integration,communal harmony and social and economic justice are frequently organized by the college.

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

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

Care is taken by the college that emphasis is given to values enshrined in the Constitution by its students and employees alike.Thus, the college through its curricular as well as co-curricular activities tries to inculcate Constitutional obligations, values, rights, duties and responsibilities. The Rashtra Gaurav course which is compulsory for all UG students of the college also offers basic fundamentals about our constitutional obligations to the students. Department of political Science also offers courses on IndianConstitution that introduces students not only to fundamental rights, duties and values but also exposes them to various constitutional laws, debates and judgements associated with them.Constitution Day is celebrated with lot of fanfare and academic vigour to sensitize the collegefraternity about such values and the importance of the Constitution in our day-to-day lives.Institution takes pride in launching the Plantation Programme where in the focus does not stop with the sound academic foundation of the student community but it moves a step forward to develop them as better citizens of the country. In this regard The Faculty members of all departments have organized various academic and co-curricular activities for the propagation of the Fundamental Duties and Rights of the Indian citizens. The students were engaged in several programs like Academic programs like webinars, Conferences, Expert talks, Bright talks etc. Institution has organized student centric activities like paper, poster & essay competition which have always received huge participation from the students

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://www.sjcwgkp.in/contents/iqac/50.pdf
Any other relevant information	https://sjcwgkp.in/college/facilities.php?pageid=61

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 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	A. All of the above

File Description	Documents
Code of ethics policy document	View File
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

Celebration of commemorative days, events and festivals are integral to the college life and used as a means of making the learning experience interesting and vibrant. Events of National importance viz. Republic Day, Independence Day and Gandhi Jayanti are celebrated with great zeal and fervor in the campus by students, faculty, administrative staff and employees.The college also celebrates birth anniversaries of great Indian

personalities like Pt. DeenDayal Upadhyay, Sh. BR Ambedkar, Swami Vivekananda, Sh. Vallabhbhai Patel etc. to make the students remember these great souls .Besides,these commemorative days ,Constitution Day, International Youth Day, International Yoga Day, National Sports Day,International Human Rights Day, ChauriChaura event etc. areorganized with a lot of academic and cultural vigor.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
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.

- **Adopting Digital mode of teaching by use of Digital content source.**

1. Changing the traditional mode of teaching learning to innovative methods

2. Making effective use of ICT

3. Developing Digital Content

4. Increasing the student's participation

5. Creating awareness about the ICT tools

- **To motivate the staff members for better performance in academics, research and nonacademic fields**

1To recognize and appreciate the teaching skills of the staff on the basis of academic results and student feedback

2 To appreciate and encourage students for better attendance, grooming, leadership skills and social work

3To recognize the students for their extracurricular and cocurricular achievements.

4 To inculcate and improve the habit of reading amongst the students and the faculty

File Description	Documents
Best practices in the Institutional website	http://sjcwgkp.in/college/facilities.php?pageid=22,http://sjcwgkp.in/college/facilities.php?pageid=56
Any other relevant information	http://www.sjcwgkp.in/contents/iqac/65.pdf

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

This year, Choice based credit system was implemented by the University.Apart from curricular aspect ,certain non curricular aspects were also introduced in the new syllabus.Completion of syllabus and making students familiar to the new pattern was really challenging. Introductory classes were taken to aquaint the students with this new pattern. The institute ensured the proper familiarization of the new system so that the new teaching learning process can function smoothly. The laboratories were alsp updated and equipped according to the needs. Syllabus was completed on time and practise session was also taken to increase confidence of the students. The performance of the institute in this area was commendable.

Apart from this the vision and mission of the college inspires us to inculcate social sensitivity amongst the students. The performance of the institute in this field was marvellous. In order to servethe society and develop social sensitivity, Blood Donation Camp was orgnized in the college. Large number of students participated in the camp and our college was awarded as the best college in Blood Donation by Fatima Hospital.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- The very first plan of action for the next academic year is to have a audio visualtheatre in the campus so that the teaching learning process can be enhanced .
- In order to motivate students we shallavail new scholarships for the students of Mathematics and science.
- Promote use of environment friendly vehicles
- In order to reduce pollution and stay healthy ,the staff and students will be requested to celebrate no vehucle day at least once in a month.
- to open a child care centre so that the motherswho are involved in teaching learning processcan be benifitted.
- More Counseling facilities, mentoring programs will be open for the students.
- There will be seminars on mental health and physical health, guest lectures and workshops for the students, as it isvery essential for the students of this era
- Spread green practices like ban on plastics, plantation of trees,and developing green campus.
- More workshops, programs, seminars on women's security and selfdefense will be organized in par with the vision of the college, for the empowerment of women
- .Upgradation of Labs
- Enforce code of Ethics comprehensively.
- Add new professional and vocational courses
- Increase outreach programs on legal-aid clinics, blood donationcamps and survey on government-run programs and their benefits forweaker sections, gender sensitization, domestic violence, health awareness and environmental protection.
- Encourage faculty to develop MOOC for students.