



## YEARLY STATUS REPORT - 2022-2023

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>St. Joseph's College of Commerce (Autonomous)</b>
• Name of the Head of the institution	<b>Dr. Charles Louis Lasrado S.J.</b>	
• Designation	<b>Principal</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone No. of the Principal	<b>08025360646</b>	
• Alternate phone No.	<b>08025360644</b>	
• Mobile No. (Principal)	<b>9449720044</b>	
• Registered e-mail ID (Principal)	<b>principal@sjcc.edu.in</b>	
• Address	<b>#163, Brigade Road, Bangalore</b>	
• City/Town	<b>Bangalore</b>	
• State/UT	<b>Karnataka</b>	
• Pin Code	<b>560025</b>	
<b>2.Institutional status</b>		
• Autonomous Status (Provide the date of conferment of Autonomy)	<b>30/07/2005</b>	
• Type of Institution	<b>Co-education</b>	
• Location	<b>Urban</b>	

• Financial Status	UGC 2f and 12(B)				
• Name of the IQAC Co-ordinator/Director	Dr. Sridhar L S				
• Phone No.	08025360644				
• Mobile No:	9788348923				
• IQAC e-mail ID	iqac@sjcc.edu.in				
<b>3. Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://sjcc.edu.in/pdf/aqar_21-22.pdf">https://sjcc.edu.in/pdf/aqar_21-22.pdf</a>				
<b>4. Was the Academic Calendar prepared for that year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.sjcc.edu.in/pdf/student_handbook22.pdf">https://www.sjcc.edu.in/pdf/student_handbook22.pdf</a>				
<b>5. Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	Five Star	75 % and above	2000	07/02/2000	07/02/2005
Cycle 2	A	85% - 90%	2007	10/02/2007	10/02/2012
Cycle 3	A	3.37	2013	05/01/2013	04/01/2020
Cycle 4	A++	3.57	2021	23/02/2021	22/02/2028
<b>6. Date of Establishment of IQAC</b>			07/02/2000		
<b>7. Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?</b>					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
St. Joseph's College of Commerce	CPE	UGC	18/03/2010	20500000	
<b>8. Provide details regarding the composition of the IQAC:</b>					

<ul style="list-style-type: none"> <li>• Upload the latest notification regarding the composition of the IQAC by the HEI</li> </ul>	<a href="#">View File</a>
<b>9.No. of IQAC meetings held during the year</b>	<b>6</b>
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10.Did IQAC receive funding from any funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
<p>1. <b>Multidisciplinary Focus</b> Since its establishment, the college has provided an extensive range of Commerce and Management programmes. The college underwent a transformation in 2022 when it became a multidisciplinary institution through the incorporation of two additional undergraduate programmes: B.A. (English &amp; Psychology) and B.Sc. (Economics). 2. <b>Autonomy Status Extension:</b> This Academic year, SJCC applied for the extension of its autonomous status. The A++ grade with a CGPA of 3.57 awarded to the institution in the fourth cycle of NAAC accreditation makes it eligible for applying for the extension of autonomy up to ten years without conducting the onsite visit. Therefore, SJCC's autonomous status was extended for a period of ten years till the academic year 2031-2032. 3. <b>Academic Bank of Credits(ABC)</b> The college is recognised and registered under the National Academic Depository (NAD) and the students' academic records will be updated in the depository starting from the 2021 batches of the UG programmes. 4. <b>Curriculum Planning and Implementation:</b> Framing the syllabi for various courses under each programme, reviewing and updating the syllabi from time to time, introducing new courses in a programme, determining details of continuous assessment, recommending panels of examiners under the semester system, etc. form the core responsibilities of the members of the Board of Studies. The Board of Studies composition and</p>	

functions at the institution are as per the UGC guidelines and constitute the Head of the department, faculty members of the department, university nominee, subject experts, a representative from the industry/corporate sector/allied area, alumni nominated by the Principal. 5. Feedback from various stakeholders like parent, alumni, teachers, employers and students have helped in introducing necessary changes in the necessary areas of academics.

**12. Plan of action chalked out by IQAC at 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
Skill Development	At the undergraduate level, skill-based courses were implemented as part of the open electives. The Vocational Enhancement Courses (VEC) are designed to cater to the needs of final year students.
New Courses Introduced	The college has implemented new courses in alignment with the National Education Policy (NEP). These courses include B.A English, B.Sc Economics, and online Diploma Courses. Additionally, skill development courses have been launched, and open electives in other subjects have been initiated to foster multidisciplinary.
Infrastructure Augmentation	The facilities of classrooms and auditoriums have been improved. The appointment of the infrastructure manager is only focused on overseeing infrastructure facilities.
Experiential and extension programmes	All students were actively involved in experiential learning programmes and extension initiatives.
Feedback mechanism	IQAC gathered feedback from teachers, students, employers, graduates, and parents on a

	<p>yearly basis using a well-organized feedback method. The input received from the stakeholders stated above, along with the subsequent measures implemented, have a substantial impact on enhancing the quality of the institution's practices. This feedback is crucial in formulating the strategic plan for the forthcoming academic year. After conducting an analysis of the comments received from various stakeholders of the institution, the Cell has provided a comprehensive report to the Principal's Office.</p>				
<p>SJCC took part in the rankings of The India Today, The Week, and Outlook Magazine for the year 2023</p>	<p>The SJCC has been regarded as the 12th best commerce college in India according to The India Ranking. Additionally, The Outlook Magazine has also acknowledged SJCC as the 12th best college in India. The week has acknowledged the rank of the 10th top commerce college.</p>				
<p><b>13. Was the AQAR placed before the statutory body?</b></p>	<p><b>Yes</b></p>				
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>					
<table border="1"> <thead> <tr> <th>Name of the statutory body</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>Total Quality Management</td> <td>11/03/2024</td> </tr> </tbody> </table>	Name of the statutory body	Date of meeting(s)	Total Quality Management	11/03/2024	
Name of the statutory body	Date of meeting(s)				
Total Quality Management	11/03/2024				
<p><b>14. Was the institutional data submitted to AISHE ?</b></p>	<p><b>Yes</b></p>				
<ul style="list-style-type: none"> <li>Year</li> </ul>					

Year	Date of Submission
2023	18/03/2024

### 15. Multidisciplinary / interdisciplinary

To enhance its multidisciplinary nature, the institution is currently developing programmes in both the sciences and the arts. The college will offer the B.Sc. (Economics) and B.A. (English & Psychology) beginning in 2022-23. The academic establishment adheres to the credit matrix and curriculum structure prescribed by the Karnataka State Higher Education Council (KSHEC). Additionally, it conforms to the directives of its parent university regarding the execution of NEP 2020. The college is revising its curricula and syllabi in response to the labour market's rapid evolution. Furthermore, the institution is striving to strengthen its partnerships with professional organisations and industry organisations to offer innovative courses in the burgeoning domain of commerce and management. Through fellowships, the college places a greater emphasis on acquiring practical experience and developing research abilities. To foster interdisciplinary learning, the collegiate institution provides an extensive selection of courses from various fields of study as Open Electives. Through the signing of MOUs, partner institutions are able to provide multidisciplinary programmes. The establishment has formed partnerships with universities abroad. The curriculum affords students the chance to enrol in and complete courses from various disciplines, thereby equipping them with a multidisciplinary skill set upon graduation. Annually, the College hosts interdisciplinary national and international conferences, seminars, workshops, and invited lectures to foster the interdisciplinary fusion of knowledge and the exchange of research concepts across various domains.

### 16. Academic bank of credits (ABC):

St Joseph's College of Commerce (Autonomous) Bengaluru, has initiated the process for enrolment of students to Academic Bank of Credit. For the students who are admitted under NEP 2020 batches onwards, it is mandatory to enrol and register to this ABC. The college followed a three step process for the registration

Step 1: Initially an awareness drive was created in the campus to bring out the importance of ABC and its future benefits for the students community

Step 2: Notification regarding the process flow for the registration and subsequent generation ABC ID was circulated

Step3: A Time line was given to complete this process and send back the details of registered ABC ID numbers to the college. Though mandatory for all NEP batches, the PG and UG non NEP batches were also enthused to enrol for NAD. All the staff members along with the Vice Principal, ERP and the Exam department assisted in this process.

### **17.Skill development:**

St. Joseph's College of Commerce (Autonomous) has established an environment in which students can develop career-relevant skill sets. The improvement of students' abilities is reflected in the curriculum's diversity of electives, effective teaching and learning methods, and enriched curriculum design. The institution had implemented capacity building initiatives in the form of certificate courses that focused on particular skill sets. Those designed to provide students with specialised skill sets, such as Graphic Design, Excel, Tally, Python, and others. Skills-based learning is an essential element of each course and a fundamental component of the curriculum across all programmes. Students from various academic fields are encouraged to enlist in a skills-based course at the college in order to expand their knowledge beyond domain boundaries.

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

The Indian knowledge system has more than 64 components and it is a vast body of intellectual texts and manuscripts dealing from Ayurveda to philosophy, science to history, language to literature and many more. The language departments pick up few components from this vast pool of knowledge and integrates in to the curriculum as internal assessments. The following details will encapsulate the same in brief: The students of travel tourism are taught techniques of metrics and its mathematical counts which forms a base for composition of lyrics and musical notes. The students are also taught about the interesting world of figures of speech (alankaar), while teaching a poetry piece and its importance in elevating the beauty enhancing factor in the poetry. The students are also given task of making a bookmark keeping the theme of Indian culture that which includes all ethnical food habits, clothing and other indigenous speciality of each and every state of our country. Few texts include the extracts from the Indian Vedic literature, Ramayan, Mahabharat, etc. apart from grammar. Throughout the language classes, the students are enthused to debate, retrospect and reinvent some philosophical thoughts thus leading to healthy discussions in the class room. A separate component on Indian music, dance, drama, sculpture and painting is included for an internal

assignment that provides ample opportunities for the present generation to delve in to the ancient Indian knowledge system. The Department of Kannada offers the Kannada Literature and language in UG classes for four semesters in line with the recommendations of NEP guidelines. Classroom teaching includes writing assignments on topic related to Kannada language and Culture including interviewing poets. Monthly guest talks are conducted along with interclass and intercollegiate competitions like Kalarava. A special residential literary camp (Samskruthi Shibhira ) is conducted every year at the birth place of prominent poets. College also has a Strong Theatre team through which students perform plays and participates in Cultural fests.

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

##### **Focus on Outcome Based Education (OBE):**

The Institution follows Outcome Based Education (OBE) model of learning that has created the space for the institution to redesign its curriculum, teaching-learning process and assessment. With the introduction of the National Educational Policy, the OBE Committee of St. Joseph's College of Commerce (Autonomous) redesigned the OBE Framework in compliance with the directives recommended by the National Education Policy 2020. For better understanding of the NEP Framework, members have attended 1 day workshops and 2 day conferences organised by BCU and CESS-the driving body for NEP respectively. The restructuring of the Curricular Framework helped the institution to offer Programmes as per the National Education Policy from 1 October 2021. The Curricular Framework of all the Programmes and syllabus of the Courses have been revised. The new Outcome Based Education framework is comprised of the revised Graduate Attributes (GAs), Programme Education Objectives (PEOs), Programme Learning Outcomes (PLOs), Course Objectives and Course Learning Outcomes (CLOs). Hence, the Commerce, Business Administration, Languages, and Post Graduate Departments at SJCC restructured the syllabus of the courses pertaining to all NEP batches along with the teaching-learning practices and assessment methods in alignment with the revised OBE Frame work. The Rubrics for assessment and evaluation is more transparent and aids in measuring the learning outcomes of the students.

#### **20.Distance education/online education:**

MOOC courses are accessible to students who choose to enroll. Further credit is awarded upon successful completion of the course. Learnathon, SWAYAM/NPTEL, and Spoken Tutorial are options available to students. E-content is developed by the faculty and staff and is



accessible via the LMS portal of the institution. Students have access to PowerPoint presentations via Google Classroom. Seminars and conferences are coordinated via Go To Meeting, Google Meet, Zoom, Webex, YouTube, and Microsoft Team. Recording is conducted via the Google Suite, Microsoft Teams, and Zoom. A licence is acquired for five authorised users of the G-suite. Students can access their course syllabi, study materials, and assignment submissions via the college's LMS. Further the process of online education the college is working on establishing a Centre for Digital Learning and Education (CDLE).

## Extended Profile

### 1.Programme

1.1	14
Number of programmes offered during the year:	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 2.Student

2.1	3114
Total number of students during the year:	

File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>

2.2	984
Number of outgoing / final year students during the year:	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.3	3064
Number of students who appeared for the examinations conducted by the institution during the year:	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

<b>3.Academic</b>	
3.1 Number of courses in all programmes during the year:	<b>1444</b>
<b>File Description</b>	<b>Documents</b>
Institutional Data in Prescribed Format	<a href="#">View File</a>
3.2 Number of full-time teachers during the year:	<b>135</b>
<b>File Description</b>	<b>Documents</b>
Institutional Data in Prescribed Format	<a href="#">View File</a>
3.3 Number of sanctioned posts for the year:	<b>135</b>
<b>4.Institution</b>	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	<b>242</b>
4.2 Total number of Classrooms and Seminar halls	<b>44</b>
4.3 Total number of computers on campus for academic purposes	<b>280</b>
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	<b>263.27</b>

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific

Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

St. Joseph's College of Commerce (Autonomous) recognises and addresses the local, national, and global developmental imperatives through the development of curricula that are tailored to the requirements of its students. For the purpose of preparing students for the business world, programmes such as B. Com (Industry Integrated) are formulated in collaboration with organisations such as Tata Consultancy Services. The introduction of the B.Com (Analytics) and B.Com (Travel and Tourism) programmes was in response to the needs of national and regional industries. In order to meet the demands of the global market, academic curricula have been developed that are accredited by international professional organisations (ACCA and CIMA), including B.Com Professional (International Accounting and Finance) and BBA Professional (Finance Accountancy). The Outcome Based Curriculum Framework (OBCF) is utilised in the development of the curricula for the B.Com, BBA, B.A (English & Psychology), B.Sc. (Economics), and M.Com programmes. All programmes and courses have well-defined learning objectives, which consist of Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs). The construction of the course matrix in accordance with the National Education Policy and the Choice-Based Credit System (CBCS) was motivated by the desire to maintain the program's emphasis on interdisciplinary and skill-building courses. The development of skill sets occurs via digital marketing, digital fluency, SPSS, advanced Excel, and SAP courses.

File Description	Documents
Upload additional information, if any	<a href="#">View File</a>
Link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-1.1.1-RtoLocalNatiol-Global.php">https://sjcc.edu.in/aqar22-23/aqar-report-1.1.1-RtoLocalNatiol-Global.php</a>

### 1.1.2 - Number of Programmes where syllabus revision was carried out during the year

14

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<a href="#">View File</a>
Details of syllabus revision during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

549

File Description	Documents
Curriculum / Syllabus of such courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	<a href="#">View File</a>
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

### 1.2.1 - Number of new courses introduced across all programmes offered during the year

63

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

14

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

### 1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The curriculum for Commerce and Management programmes at the undergraduate and graduate levels is intentionally crafted to remain pertinent in light of the ever-changing scientific landscape, evolving human values, and the collective challenges that our species confronts. The institution implemented a Choice Based Credit System for students in their second and third years of undergraduate and graduate programmes during the current academic year. The National Education Policy was enacted to govern the enrollment of first-year students in undergraduate programmes. The course matrices across all programmes facilitate a smooth incorporation of topics related to Human Values, Professional Ethics, Environment and Sustainability, and Gender (NEP was exclusively implemented for first-year undergraduate students, in accordance with university policy). Part A of the Course Matrix, comprising Languages, employs essays, personal narratives, fiction, poetry, films, and documentaries to incorporate themes related to the environment, the formation of human values, and gender and caste. "Business Ethics" is a required course in Part B of the BBA curriculum. The B.Com curriculum incorporates elements pertaining to professional ethics into each course. The foundational courses in Indian Constitution and Environmental Science are designed with contemporary challenges in view. Part D of the curriculum comprises extension and extracurricular activities. Students acquire knowledge and comprehension regarding matters concerning the environmental crisis, women's empowerment, and human rights by engaging in programmes coordinated by student organisations such as NSS, Eco Club, Women's Forum, Centre for Social Action, and Rotaract.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

63

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.3.3 - Number of students enrolled in the courses under 1.3.2 above****9559**

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	No File Uploaded

**1.3.4 - Number of students undertaking field work/projects/ internships / student projects****910**

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.4 - Feedback System**

**1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni**      **A. All 4 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	<a href="https://sjcc.edu.in/AQAR22-23/pdf/1.4.1-aqar-S-FBack&amp;ActTaken.pdf">https://sjcc.edu.in/AQAR22-23/pdf/1.4.1-aqar-S-FBack&amp;ActTaken.pdf</a>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	<a href="https://sjcc.edu.in/AQAR22-23/aqar-report-1.4.2-feedback-process.php">https://sjcc.edu.in/AQAR22-23/aqar-report-1.4.2-feedback-process.php</a>
Any additional information	<a href="#">View File</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment of Students

##### 2.1.1.1 - Number of students admitted (year-wise) during the year

1129

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

261

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The curriculum is designed to challenge advanced learners while remaining accessible to slower learners. Classroom practices are tailored to accommodate both groups, fostering an inclusive learning environment regardless of students' backgrounds. The college offers financial aid through scholarships and free ships to deserving

candidates, including those with disabilities and other challenges who receive additional support for movement on campus and during examinations.

The Bridge Course and the Remedial Class Committee identifies slow learners and conducts individual tutoring sessions. Peer support is facilitated through a model where a "student-tutor" assists "student-tutees" under the guidance of the subject teacher. Remedial coaching classes are available online via the MS Teams platform and offline.

Advanced learners are encouraged to participate in research work and receive training in writing research papers. They are also encouraged to pursue certification and value-added programs offered by the college, as well as Massive Open Online Courses (MOOCs) through platforms like Swayam, EdX, and Coursera. Completion of these courses can earn advanced learners additional credit.

Students are encouraged to broaden their knowledge by participating in international summer schools offered by institutions such as the London School of Economics, Stanford University, University College of London, etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-2.2.1-CSDiversity.php">https://sjcc.edu.in/aqar22-23/aqar-report-2.2.1-CSDiversity.php</a>

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/05/2023	3114	135

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## 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:

In designing pedagogy for each course, the College prioritizes the



needs, interests, and capabilities of students. The institution aims to nurture skills such as critical thinking and problem-solving through student-centred teaching-learning methods.

Experiential learning is our fundamental approach, manifested in programs such as Outbound Learning and corporate and social internships. These initiatives provide invaluable practical experience. Industrial tours further enrich students' understanding by exposing them to diverse cultures and teachings. Additionally, Bembala's outreach programs offer students the chance to engage with social realities and contribute positively to the society.

Participative learning is actively promoted by faculty members who employ problem-solving methodologies in their teaching. Group discussions, debates, and quizzes are integral components of Continuous Internal Assessment (CIA) activities. The flipped classroom method encourages students to engage with reading materials prior to classroom discussions.

Problem-solving methodologies are integrated into all courses across programs. Hands-on courses like Tally, Excel, and SPSS provide students with practical knowledge, while research projects enable them to identify and address research problems using problem-solving techniques.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional Information	<a href="https://sjcc.edu.in/agar22-23/agar-report-2.3.1-enhancement-student-centric.php">https://sjcc.edu.in/agar22-23/agar-report-2.3.1-enhancement-student-centric.php</a>

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The Institution actively promotes the optimal utilization of ICT-enabled tools and reputable online resources to enhance the teaching and learning experience. All classrooms are equipped with projectors and Wi-Fi connectivity, facilitating seamless integration of technology into lessons. Teachers extensively leverage ICT-enabled tools and online platforms such as Shodhganga, Inflibnet, Swayam NET, NLIST, EBSCO Business Source Elite and other sources.

Furthermore, faculty development programs are organized to enhance teachers' proficiency in e-content development, teaching methodologies, and assessment techniques using ICT tools. The

institution boasts a digital library, urging students to utilize it for continuous self-improvement with access to reliable sources.

Furthermore, CDLE- Centre for Digital Learning and Education was instituted to promote Digital Learning. Teachers use ICT tools for teaching and formative assessments .

Given the well-equipped classrooms with LCD projectors and audio-visual aids, instructors optimize these resources for effective teaching and learning. Wi-Fi accessibility across the campus enables students to tap into online resources conveniently. Assessment methods include multiple-choice questions, online case study presentations, and case study exams, all administered by faculty. Moreover, ICT tools are systematically integrated into the examination center for online display of exam notices through the ERP system and website.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="https://sjcc.edu.in/ict_enabled_classrooms.php">https://sjcc.edu.in/ict_enabled_classrooms.php</a>
Upload any additional information	<a href="#">View File</a>

### 2.3.3 - Ratio of students to mentor for academic and other related issues

#### 2.3.3.1 - Number of mentors

135

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	No File Uploaded
Circulars with regard to assigning mentors to mentees	<a href="#">View File</a>

#### 2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The Academic Calendar is meticulously crafted by an Internal Committee comprising the Principal, Registrar, Heads of Departments (HODs), Vice Principals, Controller of Exams, Association

Coordinators, Student Governor, and senior faculty members. This draft undergoes scrutiny and approval in Academic Council and Governing Body meetings before being published on the college website for student reference.

The Academic Calendar encompasses academic, co-curricular, extra-curricular, and sports activities, ensuring students are well-informed about significant college events. The adherence to this calendar is continuously monitored and reviewed by the Total Quality Management (TQM) team. Each semester guarantees a minimum of 90 teaching days and 110 working days.

Moreover, the Academic Calendar delineates clear timelines for tests, exams, seminars, and assignment submissions. It also outlines the syllabus coverage preceding each test-paper, as well as the expected timeline for result publication.

In preparation for the academic year, subject workload allocation aligns with teachers' expertise, with Subject Coordinators appointed for each subject. Subsequently, individual faculty members collaboratively devise OBE based Lesson Plans in consultation with the Subject Coordinators. These plans are then ratified by the Vice-Principal and promptly uploaded onto the College website for accessibility.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

135

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	<a href="#">View File</a>

**2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year**

40

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)**

1074

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**2.5 - Evaluation Process and Reforms****2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year**

14

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year**

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	No File Uploaded
Upload any additional information	<a href="#">View File</a>

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

The Exam Department has introduced special certificates akin to the prestigious Latin Honors Summa Cum Laude and Magna Cum Laude. Summa Cum Laude certificates are conferred upon the top three performers in the Undergraduate Examination, while Magna Cum Laude distinctions are awarded to students ranking within the top 10% category. This initiative applies to all UG & PG batches from the academic years 2019 and 2020, based on their cumulative grade point average (CGPA). The issuance of special certificates by the Exam Department to high achievers serves as a source of encouragement and motivation, inspiring students to strive for excellence.

#### Examination Reforms:

The Exam Department has installed projectors with screens for online meetings and deliberations, enhancing communication efficiency. Additionally, previous years' question papers are readily available on the college website, serving as valuable resources for students. In alignment with the National Education Policy (NEP), curriculum revisions have been undertaken, with a revamped course matrix delineating credits for discipline-specific core, discipline-specific elective, skill enhancement, and ability enhancement courses. The Exam Centre integrates technology and implements novel reforms for the betterment of the student, staff and other stakeholders.

To foster transparency and awareness, an Exam Calendar is included in the Student Handbook, offering students and staff insights into the exam department's schedule. An evaluation board is established to ensure fairness in central evaluation, with papers undergoing thorough checks before final review. Furthermore, exemplary answer scripts from previous semesters are preserved in the library for students' reference.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-2.5.3-itintegration.php">https://sjcc.edu.in/aqar22-23/aqar-report-2.5.3-itintegration.php</a>

## 2.6 - Student Performance and Learning Outcomes

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

The Institution adheres to the Outcome-Based Education (OBE) model, which has prompted a comprehensive redesign of its curriculum, teaching methodologies, and assessment practices. Faculty members are equipped to define course outcomes for their respective courses, aligning their teaching lesson plans with OBE principles. These plans are meticulously crafted to ensure the attainment of both course and program outcomes.

Teachers facilitate learning experiences that directly contribute to the achievement of these outcomes. The finalized teaching lesson plans, along with the specified course outcomes, are openly accessible on the college website. Students receive orientation sessions detailing the lesson plans and associated course outcomes. They are also briefed on the assessment structure, encompassing continuous internal assessment and end-semester examinations, all of which are designed to reflect program and course outcomes.

To ensure alignment with institutional practices, new faculty members undergo training workshops conducted by the OBE coordinator. This ensures consistent adherence to the institution's teaching-learning methodologies.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Link for additional Information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-2.6.1-Programme-Outcomes.php">https://sjcc.edu.in/aqar22-23/aqar-report-2.6.1-Programme-Outcomes.php</a>

## 2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

To establish an Outcome-based curriculum, the institution initially formulated specific Programme Education Objectives (PEOs). These PEOs served as the foundation for developing Programme Learning Outcomes (PLOs). Together, they underpin the curriculum, which encompasses multiple courses.

Following university guidelines, Continuous Internal Assessments (CIA) are administered by course instructors, accounting for 10marks. Additionally, a midsemester exams is conducted for 20 marks followed by another CIA component for 10 marks. At the semester's conclusion, the COE oversees the End Semester Exam (ESE) for 60 marks.(CIA 40 + ESE 60 = Total 100)

Throughout the semester, both formative and summative assessments, such as assignments, case studies, mini-projects, role-plays, individual and group presentations, quizzes, and multiple-choice questions, are implemented by course instructors to enhance the teaching-learning process and improve student performance. Teachers actively seek feedback on student learning during these formative assessments, fostering continuous improvement in the teaching-learning dynamic.

To align with national educational policy guidelines, the institution has adjusted the CIA component to allocate 40 marks for continuous internal assessment and 60 marks for the end-of-semester evaluation. These modifications reflect the institution's commitment to ongoing quality enhancement initiatives.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-2.6.2-Programmecourse.php">https://sjcc.edu.in/aqar22-23/aqar-report-2.6.2-Programmecourse.php</a>

### 2.6.3 - Pass Percentage of students

#### 2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

984

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://www.sjcc.edu.in/pdf/AnnualReport_may_2023.pdf">https://www.sjcc.edu.in/pdf/AnnualReport_may_2023.pdf</a>

### 2.7 - Student Satisfaction Survey

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

<https://sjcc.edu.in/aqar22-23/pdf/2.7.1.AQAR-SSS.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The research centre adheres to the institutions research policy to maintain research environment among students and faculty. Research is an integral part of St. Joseph's College of Commerce (SJCC) academic excellence. In accordance with its research policy, the College primarily supports its research in three ways:

#### a) Individual Research



**b) Departmental Research****c) Seed Money Project.**

The college funds various FDPs training programmes and Workshops to encourage the faculty and to create a research environment. The College management and Bangalore Jesuit Educational Society provide seed money project in the field of social sciences to encourage the researchers in their chosen field of work.

The Research Centre of SJCC encourages the faculty in research and maintains records of their publications, research conferences attended, and number of lectures delivered by faculty. The Research Centre publishes a bi-annual peer-reviewed journal on the college website. It also conducts a series of research methodology workshops for faculty and national conferences for internal and external faculty and researchers. The research centre conducts faculty development program in research methodology twice in a year for in house faculty as well as outside scholars. These programs are sponsored by Agencies like the Indian Council for Social Science Research.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View File</a>
Provide URL of policy document on promotion of research uploaded on the website	<a href="https://sjcc.edu.in/sjccresearch/index.php">https://sjcc.edu.in/sjccresearch/index.php</a>
Any additional information	<a href="#">View File</a>

**3.1.2 - The institution provides seed money to its teachers for research****3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)**

1.60

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	<a href="#">View File</a>
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<a href="#">View File</a>
List of teachers receiving grant and details of grant received	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	<a href="#">View File</a>
Any additional information	No File Uploaded

## 3.2 - Resource Mobilization for Research

### 3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

8.80

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	<a href="#">View File</a>
List of projects and grant details	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.2.2 - Number of teachers having research projects during the year

4

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sjcc.edu.in/AQAR22-23/aqar-report-3.2.2TeachershavingResearchProjects.php">https://sjcc.edu.in/AQAR22-23/aqar-report-3.2.2TeachershavingResearchProjects.php</a>
List of research projects during the year	<a href="#">View File</a>

### 3.2.3 - Number of teachers recognised as research guides

8

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<a href="#">View File</a>
Institutional data in Prescribed format	<a href="#">View File</a>

### 3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

4

File Description	Documents
Supporting document from Funding Agencies	<a href="#">View File</a>
Paste link to funding agencies' website	<a href="https://icssr.org/">https://icssr.org/</a>
Any additional information	<a href="#">View File</a>

## 3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The Research Center encourages innovative ideas and creativity in the fields of Commerce, Business administration and language departments. It identifies research areas and encourages the researchers by facilitating grants and funding through the College management and BJES. The results of the research are published in professional journals, in-house journals, and other research publications. Students are mentored individually to provide in-depth

assistance in the areas of idea generation, legal aspects, marketing, funding, and overall business management to the students in setting up the start-up. Through a strong alumni network and support, the institution hosts over twenty student startups and entrepreneurs, winning coveted awards such as the Student Entrepreneur Award and the EY Innovation Challenge Award. Innovation Ecosystem: The institution has consistently worked to build an ecosystem that fosters innovative thinking among its students and faculty.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/AOAR22-23/aqar-report-3.3.1-Innovative-Ecosystem.php">https://sjcc.edu.in/AOAR22-23/aqar-report-3.3.1-Innovative-Ecosystem.php</a>

### 3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

26

File Description	Documents
Report of the events	<a href="#">View File</a>
List of workshops/seminars conducted during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4 - Research Publications and Awards

**3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software** A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

#### 3.4.2.1 - Number of PhD students registered during the year

0

File Description	Documents
URL to the research page on HEI website	<a href="https://sjcc.edu.in/sjccresearch/index.php">https://sjcc.edu.in/sjccresearch/index.php</a>
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

11

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

5

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/AQAR22-23/aqar-report-3.4.4-Faculty-authored-books.php">https://sjcc.edu.in/AQAR22-23/aqar-report-3.4.4-Faculty-authored-books.php</a>

### 3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

#### 3.4.5.1 - Total number of Citations in Scopus during the year

1

File Description	Documents
Any additional information	<a href="#">View File</a>
Bibliometrics of the publications during the year	<a href="#">View File</a>

### 3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

#### 3.4.6.1 - h-index of Scopus during the year

0

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

### 3.5 - Consultancy

#### 3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	<a href="#">View File</a>
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

### 3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	<a href="#">View File</a>
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

### 3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

All students are required to put in 60 hours of Community service as part of their programme requirement. Bembala is a Bangalore Jesuit Educational Society community outreach programme designed for students of all Institutions under BJES, initiated to realise the Jesuit vision of life and education. As a part of the Vigilance Awareness Week October 31, 2022, to November 4, 2022, the Hindustan Aeronautics Limited, Helicopter Division, Vigilance Department collaborated with the St. Joseph's Institutions to create awareness among students and the public about Corruption Free India for a Developed Nation. On the occasion of Children's day November 14, 2022, Bembala organised "BALMELA". Around 1880 UG students of the

second and final year from the batches 2020 and 2021 took part in the rural exposure camp at Solur from September 2022- January 2023. The UG students received the same exposure as the PG students, participating in activities like planting saplings or plantains, removing invasive plants, sowing seeds, working in a brick factory, painting walls, conducting village surveys, holding cultural events, and staging street plays to amuse and inform the villagers about the various social issues that are faced in that village. The students underlined the need for higher education in terms of country building and encouraged the dropout students to pursue their higher education. Few also gave the people stationary and ration kits

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/AOAR22-23/aqar-report-3.6.1.Extension%20activities.php">https://sjcc.edu.in/AOAR22-23/aqar-report-3.6.1.Extension activities.php</a>

### 3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

4

File Description	Documents
Number of awards for extension activities in during the year	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

14

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

2240



File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.7 - Collaboration

#### 3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

6

File Description	Documents
Copies of documents highlighting collaboration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

22

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	<a href="#">View File</a>
Any additional information	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 equipments, etc.

The Institution is located at the heart of the Central Business District in Bangalore. The campus is spread over 2.25 acres consisting an open ground and other facilities The College building includes the Administrative, Academic, Sports and Examination blocks. The college building has a basement, ground floor and 4

additional floors which are well connected through two lifts and three separate staircases. It also accommodates a stationery shop on campus. The Administrative block accommodates the college office and offices for all administrative heads. The Academic block consists of classrooms, staff rooms, computer labs, auditoriums, AV Rooms, Library & Information Centre, Placement Cell, Counselling Centre, Incubation Centre, NSS office and additional space for meetings and workshops. The Sports Block includes office of Sports Director, Gymnasium, Space for indoor games. The Examination block accommodates the office of Controller of Examination, support staff, dedicated rooms for printing and storing, open area for meetings and equipped with a CCTV Camera and advanced facilities in accordance with the requirements of the university. The college functions in two shifts to utilize all these facilities optimally and has a comprehensive maintenance policy. The students avail state-of-the-art ICT facilities on campus. The institution is fully equipped with advanced IT facilities that aid online and hybrid mode of teaching.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-4.1.1-facilities-teachinglearning.php">https://sjcc.edu.in/aqar22-23/aqar-report-4.1.1-facilities-teachinglearning.php</a>

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

St. Joseph's College of Commerce has provided adequate space for cultural activities, outdoor and indoor games within the college premises for the overall development of the students. There are facilities for Basketball, Football, Hockey, Cricket (with practice nets), Throwball, Kabaddi, Badminton, carom, chess and table tennis. The College has a fully equipped gymnasium for training and fitness, accessible to staff and students. Sophisticated infrastructure is available in college for the purpose of cultural activities, with two well-equipped auditoriums for theatre, dance and musical performances; an open stage; sound and lighting facilities to host concerts, and cultural festivals; two audio-visual rooms for film screenings, public lectures and panel discussions; a media room for video and audio recording/editing, and graphic design. The College has a Student Governor appointed to oversee the activities of the Student Council. This student governing body coordinates all the cultural activities of the college and encourages extracurricular activities among students. The college also appoints professional

choreographers, theatre directors and choir conductors to train students. The College encourages students to take part in extracurricular activities. Travel expenses of the cultural teams are compensated by the college. Thus, the college supports students who wish to engage in extra-curricular activities through the aforementioned methods.

File Description	Documents
Geotagged pictures	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/agar22-23/agar-report-4.1.2-sportscultural.php">https://sjcc.edu.in/agar22-23/agar-report-4.1.2-sportscultural.php</a>

#### 4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

44

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

179.77

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
Any additional information	No File Uploaded

## 4.2 - Library as a Learning Resource

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

The library is the institution's knowledge centre. It offers vital

support for teaching, learning and research by curating facilities for the needs of the immediate academic fraternity. The library's total carpet area is 5156 Sq. ft. It has adequate seating for 120 students at a time. There are quite number of CCTV cameras installed for monitoring the code of conduct. The library was automated in 2005. It also has a separate section exclusive for E-resources. Name of the ILMs software EASYLIB Nature of automation (full or partial) FULL Version 4.3.3 Year of automation 2005 The library has used EASYLIB Integrated Library Management software since 2005 for its in-house day-to-day activities. EASYLIB runs on a GUI (graphical user interface) environment to ease the data entry and operation. It has a web component that enables the library to share data across the campus. It also has built-in email and web publication support. It has unique features like multiple language support, library map and location view, multiple library connectivity, statistical analysis tools to improve library operation, data import and export etc. It also supports barcode, biometric and RFID operations.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-4.2.1-ilms.php">https://sjcc.edu.in/aqar22-23/aqar-report-4.2.1-ilms.php</a>

**4.2.2 - Institution has access to the following: e- A. Any 4 or more of the above journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources**

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)**

**21.94**

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

##### 4.2.4.1 - Number of teachers and students using the library per day during the year

892

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

There were several initiatives taken by the institution understanding the learning needs of the students. There are two computer labs on campus, the CPUs are constantly upgraded as they are from i3 to i5, i7 and now i9. The firewall was upgraded from Cyberoam - 100 iNG to SOPHOS - 500 iNG. 8 additional printers, 3 new servers, 15 additional projectors, 5 new digital signage boards, 8 new routers, 3 new photocopier machines were purchased. UPS capacity is now upgraded to 50 kva. Drone camera was purchased and 55 new CCTV cameras were installed, making it a total of 83 CCTV cameras, to monitor code-of-conduct on campus. The college has purchased a blended camera which allows online video conferencing and other facilities for online and hybrid mode of teaching. Remote access is an unique feature that connects the campus and provides Wi-Fi access through individual account login. Internet speed is 350 mbps. The following are the changes made in this academic year.

A software Update (Versions V.2) for Linways Platform was introduced with complete automation for the admission process with advanced reports for easy access. UPI payments were introduced for Quick Payments. Marks card format was changed for the students of NEP Batch to incorporate the new scoring pattern and the naming

conventions used by UUCMS for CIA, End Semester Examination.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-4.3.1-itfacilities.php">https://sjcc.edu.in/aqar22-23/aqar-report-4.3.1-itfacilities.php</a>

#### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3114	580

File Description	Documents
Upload any additional information	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 250 Mbps

File Description	Documents
Details of bandwidth available in the Institution	No File Uploaded
Upload any additional information	<a href="#">View File</a>

#### 4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

A. All four of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-4.3.4-econtent.php">https://sjcc.edu.in/aqar22-23/aqar-report-4.3.4-econtent.php</a>
List of facilities for e-content development (Data Template)	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

95.13

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

Funds are allotted in the college budget for periodic maintenance of the College building. The college has a clean and wellmaintained green environment with gardens and a hanging wall garden. AV rooms and academic offices are refurbished annually. The washrooms on every floor are retiled when required. The classrooms are annually upgraded with repaired furniture and repainting. All classrooms have well-serviced ICT, notice boards, green boards, classroom furniture. The floors are cleaned every day and waste disposal bins are emptied on daily basis. The Sports Department is responsible for the maintenance of the sports facilities which includes the basketball court, football field, gymnasium and the indoor games kit. The Sports Director works with two Sports Assistants who, in turn, are assisted by attenders to maintain the cleanliness of the sports grounds and equipment, lockers, washrooms and changing rooms, the gymnasium equipment. Qualified coaches are appointed for basketball, hockey, cricket and football for interested students. The Systems Administrator is responsible for the maintenance and optimal utilization of the Computer Lab. The Chief Librarian is responsible for the maintenance and utilization of the library facilities, assisted by the library staff, the librarian has established

procedures to maintain books, magazines, DVDs and manuscripts.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-4.4.2systems.php">https://sjcc.edu.in/aqar22-23/aqar-report-4.4.2systems.php</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

81

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

1061

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above



File Description	Documents
Link to Institutional website	<a href="https://sjcc.edu.in/capability_enhancement.php">https://sjcc.edu.in/capability_enhancement.php</a>
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

158

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees**

**A. All of the above**

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of outgoing students who got placement during the year

561

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.2.2 - Number of outgoing students progressing to higher education

405

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

#### 5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

135

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 5.3 - Student Participation and Activities

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

77

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Old Students Association' (OSA), The OSA has contributed extensively to the all-around advancement of the institution. Some of the methods of their active involvement with the college are Curriculum Development, Recognition and Rewards, Alumni Reunions, Alumni Activities, Industrial Visits, Expert Talks, Placement Drives, and Co-curricular Activities. The alumni members are in toto with the institution's Board of Studies (BOS), Academic Council, and Governing body, giving valuable suggestions on quality enhancement, curriculum, teaching-learning practices, and placements. The association launched the MicroLabs skilldevelopment programme for Tally, GST, and Communication for campus placement interviews. In the academic year 2022-23 OSA has contributed to the overall growth of the institution by organizing activities related to Curriculum Development, Recognition and Rewards, Alumni Reunions, Industrial Visits, Christmas Celebrations, and Guest Lectures on trending topics like GST and the Union Budget, Placement Drives. The OSA, through a meticulous selection process selects students eligible for 17 awards and endowment funds.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-5.3.2-Presenceofactivestudentcouncil.php">https://sjcc.edu.in/aqar22-23/aqar-report-5.3.2-Presenceofactivestudentcouncil.php</a>

### 5.3.3 - Number of sports and cultural events / competitions organised by the institution

30

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## 5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Old Students Association' (OSA), The OSA has contributed extensively to the all-around advancement of the institution. Some of the methods of their active involvement with the college are Curriculum Development, Recognition and Rewards, Alumni Reunions, Alumni Activities, Industrial Visits, Expert Talks, Placement Drives, and Co-curricular Activities. The alumni members are in toto with the institution's Board of Studies (BOS), Academic Council, and Governing body, giving valuable suggestions on quality enhancement, curriculum, teaching-learning practices, and placements. The association launched the MicroLabs skilldevelopment programme for Tally, GST, and Communication for campus placement interviews. In the academic year 2022-23 OSA has contributed to the overall growth of the institution by organizing activities related to Curriculum Development, Recognition and Rewards, Alumni Reunions, Industrial Visits, Christmas Celebrations, and Guest Lectures on trending topics like GST and the Union Budget, Placement Drives. The OSA, through a meticulous selection process selects students eligible for 17 awards and endowment funds.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-5.4.1Alumni.php">https://sjcc.edu.in/aqar22-23/aqar-report-5.4.1Alumni.php</a>

**5.4.2 - Alumni's financial contribution during the year** A. ? 15 Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

St Joseph's College of Commerce (Autonomous), a part of Bangalore Jesuit Educational Society (BJES) through its vision emphasizes on the pursuit of Academic Excellence, Social Concern, and Character formation. The mission of the college intends to facilitate academic excellence coupled with a commitment to the cultivation of virtues and to meet the changing needs of the larger society, especially the marginalized. The institution provides an inclusive environment and nurturing ambience for the holistic development and the transformation of our students. SJCC has implemented mechanisms to periodically upgrade curricula and pedagogic practices, to encourage collaborations with corporations and top-notch educational institutions, and organize outreach programmes with greater faculty and student involvement. The institution believes in collaboration and participative governance and has achieved milestones through effective leadership and varied enhancement initiatives, especially by forming committees to attend to areas such as Finance, Library, Sports, Research, Extension activities, ERP, Staff Recruitment, and Regular Academic Audits. Selected faculty members assist the principal through the key decision-making bodies and portfolios mentioned below: Governing Body

Academic Council

Total Quality Management

Internal Quality Assurance Cell

Heads of Departments

Examination Centre

Research Centre

Sports Department

Coordinators for special programmes

Coordinators of Clubs and Associations

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-6.1.1-governanceandleadership.php">https://sjcc.edu.in/aqar22-23/aqar-report-6.1.1-governanceandleadership.php</a>

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The Principal, is the Academic Director of the Institution. However, the responsibilities pertaining to important areas like Finance, Management and Academics are decentralized and the individuals or the committees concerned enjoy autonomy in the decision-making process. The institution believes in collaborative and consultative decision-making process and forms a system of continued excellence. The Principal, is ably assisted by senior faculty members who are active members of key decision-making bodies, such as the Academic Council, Total Quality Management team, IQAC, Student Governor, Heads of Departments, Research Centre, Examination Centre and Sports Department. Staff members also act as coordinators for special programmes. The ethos of participative governance also extends to continuous improvement initiatives of the college. Special purpose committees attend to focus areas such as finance, library, sports, ERP, staff recruitment, regular academic audits and streamlined performance appraisals. Through an inclusive system of governance, all the stakeholders find representation in the administrative and governance decisions of the college, thus actively participating in the overall development of the institution.

File Description	Documents
Upload strategic plan and deployment documents on the website	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-6.1.2-decentralization.php">https://sjcc.edu.in/aqar22-23/aqar-report-6.1.2-decentralization.php</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Karnataka was the first state in India to implement the National Education Policy announced in the year 2020. As a proactive response to the Karnataka Government's decision to implement NEP from the academic year 2021-2022, St. Joseph's College of Commerce (Autonomous) constituted an Internal Task Force to study the National Education Policy document and offer a strategic plan for implementing it in the institution. The Task Force held meetings with the Registrar, Vice-principals, Head of the Departments and Programme coordinators and guided them in developing new Curriculum Framework in alignment with the NEP. The institution was one of the first educational institutions to implement the NEP in to the curriculum. Based on the guidelines of the policy, the Institution conducted various workshop for the stakeholders like the teachers, parents and students before the actual implementation took. The open electives offered to students in the first year are more skill based and multidisciplinary in nature.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://sjcc.edu.in/agar22-23/agar-report-6.2.1TwinningProgramme.php">https://sjcc.edu.in/agar22-23/agar-report-6.2.1TwinningProgramme.php</a>
Upload any additional information	<a href="#">View File</a>

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

St. Joseph's College of Commerce (Autonomous) is administered by the Bangalore Jesuit Educational Society (BJES), headed by the Provincial (President of BJES) as the governing authority of the institution. The administrative head is the Principal. The administration of the Institution is decentralized and autonomy is granted to various committees to form an inclusive system of governance. The Governing Body (GB) of SJCC is constituted as per the UGC norms with the Rector (Vice-president of BJES) as the Chairman of the GB. The GB is entrusted with the responsibility of formulating long term goals for the institution and also to review the overall performance. It discusses and ratifies changes pertaining to academic matters proposed by the Academic Council. The Principal of the institution oversees the Administrative Office, and coordinates other academic and administrative works, being ably supported by the Registrar, Vice-Principals, Heads of the Departments, Programme Coordinators and Subject Coordinators, IQAC,

Research Department, Examination Centre and Resource Centres, Library, Computer and the ERP department. The IQAC collects feedback from all the stakeholders and initiates quality enhancement measures. The BJES Service Rules offers guidelines to all the employees. The institution has put in place a transparent system i.e., the Higher Education Policy of BJES for recruitment, promotions and other matters. The grievance redressal mechanism guided by the principal and the vice president of BJES addresses the concerns raised by staff and students.

File Description	Documents
Paste link to Organogram on the institution webpage	<a href="https://www.sjcc.edu.in/pdf/Organogram.pdf">https://www.sjcc.edu.in/pdf/Organogram.pdf</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-6.2.2FinalOrganogram.php">https://sjcc.edu.in/aqar22-23/aqar-report-6.2.2FinalOrganogram.php</a>

### 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) Documen	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The College has the below mentioned employee benefit programmes catering to the overall wellbeing of the teaching and non-teaching staff:

**Group Insurance** -The institution provides a comprehensive group medical insurance coverage to its employees catering to more than



220 families of teaching, non-teaching, and support staff. The College also sanctions 30 Earned Leave for the non-teaching staff and paid marriage leave up to six days to all employees. Additional financial support like paid long leave is sanctioned for those with prolonged medical conditions.

**Career Development and Progression:** The fees and conveyance charges incurred by the faculty towards attending conferences, seminars and academic workshops is reimbursed. Faculty representing the institution in academic meetings or any other matters will be considered on official duty.

**Education Support** - The College provides concession on tuition fees to the children of teaching and non-teaching staff.

**Support Measures for Doctoral Research:** Teachers engaged in research work are given paid leave up to one year, subject to certain conditions. Apart from this, a reduction in work load and relaxation in invigilation duty is extended. Leave of up to six days is granted for the preparing for the Viva-voce. Further, seed money is given to promising research projects.

#### Activities

Annual tour, Staff Outreach Programmes, FDPs and team building activities, uniforms for non-teaching staff, maternity & paternity leave, flexible working hours for nursing mothers, and workload flexibility for office bearers are some of the effective welfare measures taken by the institution.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-6.3.1-FinalStaffWelfare.php">https://sjcc.edu.in/aqar22-23/aqar-report-6.3.1-FinalStaffWelfare.php</a>

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

6

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

4

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

### 6.4.1 - Institution conducts internal and external financial audits regularly

The Institution, run by the Bangalore Jesuit Educational Society (BJES), has constituted a committee for managing the financial transactions. The Committee meets twice a year, prepares the budget for various departments and submits it to BJES. It also conducts periodic internal audits, foresees major expenses for renovation and maintenance of the building, allocates the budget, and monitors the

financial transactions and resource mobilization. The budget is presented to the Governing Board for approval. Accounting Practice The institution has a centralized accounting system and is managed and monitored by the Finance Officer. Budget is prepared and discussed with the Finance officer well in advance. Accounts are settled on a monthly basis and any extraneous collection in the institution goes to the collection account. Audit Practices The institution has an Audit policy and conducts two audits annually—the Internal and External Audit. The Internal Audit is carried out during the mid-academic year by a group of three professionals appointed by the BJES. The team checks whether the college adheres to the policy and is complying with statutory norms like deduction of TDS, and payment of the sanctioned amount as salary. The team scrutinizes the asset registry of the institution. The External Audit is carried out by a registered auditing firm at the end of the academic year and it includes auditing of all units of the management.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-6.4.1-internal-external.php">https://sjcc.edu.in/aqar22-23/aqar-report-6.4.1-internal-external.php</a>

#### 6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

45

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The primary source of income of the college is the student fees collected as per the institutional rules and regulations. Other key sources of funding include grants received for major and minor research projects, ICSSR grants, grants received in recognition of

the institution as College with Potential for Excellence (CPE), special assistance grants under the 12th plan and autonomy grant received from the UGC. Additional funds gathered are in the form of fees collected for self- financed and certificate courses, revenue generated from government and private examinations, professional use of computer laboratories by companies and institutions, service charges levied on the public for usage of the auditoriums and the playground, sponsorship received from parents for mid-day meal scheme, from companies and parents to educate underprivileged and deserving students, scholarships received from the alumni and the industries for the deserving and meritorious students. Besides, students raise funds through cultural activities and reach out to people affected during natural calamities. College prepares a budget for all these grants received in order to ensure effective utilization of the fund.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-6.4.3-institutional-strategies.php">https://sjcc.edu.in/aqar22-23/aqar-report-6.4.3-institutional-strategies.php</a>

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles) The Internal Quality Assurance Cell of St. Joseph's College of Commerce plays a significant role initiating quality measures to experience excellence in Education. It primarily focuses on quality enhancement in Teaching Learning and Evaluation, Research, Outcome based Education, Extension Activities, Consultancy and other core aspects that pave way for the holistic development of the individuals on campus. Implementation of National Education Policy 2020 Karnataka was the first state in India to implement the New Education Policy announced in the year 2020. The implementation of NEP at St. Joseph's College of Commerce (Autonomous) began with a series of orientation programmes to various stakeholders of the institution. The first year UG students of 2021-2022 were introduced to the curriculum under NEP 2020, Open electives were offered under

CBCS for the Non-NEP batch and open electives under the NEP were based on skill enhancement courses and which is also multidisciplinary in nature.

#### Practice 2:

SJCC is in the process of introducing the Academic performance index (API). The Committee was set up to develop an academic performance index model for promotion of teaching faculty. FAPI (Faculty Academic Performance Indicators) was formulated as per the UGC Regulations (2018) and also in tune with the ethos of the institution. The IT facilities are revamped at regular intervals, with suggestions from the stakeholders, to ensure seamless connectivity. Online registration for the End Semester Examination through ERP.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-6.5.1-studentresearch.php">https://sjcc.edu.in/aqar22-23/aqar-report-6.5.1-studentresearch.php</a>

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The IQAC periodically evaluates the student performance and the teaching-learning methodology through its feedback mechanism. After evaluation of the feedback, the IQAC identifies a set of recommendations to improve the learning outcomes of students. Parents Teachers meeting for the first year students was conducted in the month of February to discuss the academic performance of the students. IQAC organizes 'Open House', a student forum that meets at the end of the academic year to discuss curriculum development, Teaching and Learning methods, syllabus completion and course structure, evaluation process, Infrastructural facilities, ICT used in classrooms, Placement, co-curricular and extra-curricular activities, facilities in cafeteria and computer labs. The institution believes in participative governance and decentralization. SQAC (Student's Quality Assurance Cell), functions under IQAC Co-ordinator. SQAC aims to improve the academic and administrative performance of the Institution by incorporating student's perspectives in all academic matters. IQAC has a system of ensured continued excellence through regular Academic Audits, BOS meetings, Outcome Based Education, Green Audit, Examination Audit,

Student Satisfaction Survey, Subject Teaching Meeting and FDPs. IQAC of St. Joseph's College of Commerce plays a significant role initiating quality measures to experience excellence in the field of higher Education.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-6.5.2-SubjectCoordinators.php">https://sjcc.edu.in/aqar22-23/aqar-report-6.5.2-SubjectCoordinators.php</a>

**6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)**

**A. Any 4 or all of the above**

File Description	Documents
Paste the web link of annual reports of the Institution	<a href="https://sjcc.edu.in/pdf/AnnualReport2022-2023.pdf">https://sjcc.edu.in/pdf/AnnualReport2022-2023.pdf</a>
Upload e-copies of accreditations and certification	<a href="#">View File</a>
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## **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

St. Joseph's College of Commerce (Autonomous) takes quality measures to promote gender equity. The commitment of the institution to establishing a just and equal society is reflected in its vision and mission, its core values, and the curriculum of all programmes

offered by the institution. From the admission procedure followed by the institution, gender equity plays a pivotal role. In addition to the academic, cultural, and sports representatives Ladies' representatives are elected in all the classes. The institution encourages a discourse on issues pertaining to gender and designs curriculum accordingly. The student coordinators of the Women's Forum organize programs and activities in sensitizing students about gender. The Forum also provides a space for girl students to voice out their concerns. An important way in which students become part of the management of the institution is by participating in the Open House conducted for the students. Various programs are organized by the forum to help the students recognize their innate abilities and articulate their thoughts and ideas. Events like Eve's Day - "Embrace, Enrich, Empower", Nail Art workshop, Bake- along, Odd or Eve, Seminar on Women and Finance are a few such events among others that promote gender equality and gender acceptance. Dr. Akkai Padmashali, a renowned transgender, founder of Ondede , and Ms. Shreya Krishnan, Vice President, Aon India Insurance were invited to inspire the young minds this year.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sjcc.edu.in/aqar22-23/pdf/7.1.1-genderequity.pdf">https://sjcc.edu.in/aqar22-23/pdf/7.1.1-genderequity.pdf</a>

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

**A. Any 4 or All of the above**

File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)**

**Segregation of degradable and non-degradable waste is carried out as per the Waste Management policy drafted by the institution. Separate bins are used for collection of wet and dry waste at strategic**

locations. The wet waste is further used in vermicomposting and dry waste is recycled and excess is distributed to BBMP. The Eco Club frequently inspects the processes and organizes several programs sensitizing students about the care for common home through green practices. At the end of the semester one sided papers (used ones) are collected from various departments and is used for paper work. The Examination Department has implemented the use of cloth bags (blue) instead of paper bags for packing answer scripts. Special bags have been designed specifically to pack question papers. Used answer scripts are sent for recycling. Non-biodegradable wastes such as tetra packs and pet bottles are recycled. Every year a sum of 15 to 20 kgs of e-waste gets recycled in the institution. Electronic devices that are repaired and are in a position to be re-used are given to under privileged schools. H The food-waste convertor system installed in the institution uses the biodegradable waste and converts it into concentrated natural fertilizer. This is then left for composting to be used later as manure for plants and trees in the college campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus** A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** 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
Geotagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

C. Any 2 of the above

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
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 a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-

A. Any 4 or all of the above

**friendly washrooms Signage including tactile path lights, display boards and signposts**  
**Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc.**  
**Provision for enquiry and information:**  
**Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.**

File Description	Documents
Geotagged photographs / videos of facilities	<a href="#">View File</a>
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

St. Joseph's College of Commerce (Autonomous) ensures equal access to educational spaces for students irrespective of their economic and cultural backgrounds. The staff and student community are from all the states across the country with regional and linguistic diversities. The institution promotes an inclusive environment on campus through various initiatives. The admission policy attempts to make top-class learning opportunities available to students from disadvantaged and underprivileged sections. Harmony Club, Equal opportunity Centre, Centre for Social Action, Youth for Democracy, Kannada Sangha, NSS, Hindi Parishad and other associations organize programs that promote an inclusive environment celebrating diversity. Some of the significant events conducted this year. "Visit to Karnataka Chitra Kala Parishad", "Antaranga", "Kannada Rajyotsava", by Kannada Sangha, "Being the Other", a documentary screening and panel discussion titled "Religion, Choice, and the Law in India" by CSA. The college makes tremendous efforts to observe and celebrate national and international days, events, and festivals throughout the year to promote tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>

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

Sensitization of students of the Institution to the constitutional obligations is done through the curriculum as well as through extra-curricular activities. The college offers open electives that focuses on Human rights, Environmental concern, Sustainability, Constitutional Obligation and moulds young minds to become socially responsible citizens. Faculty and students are encouraged to participate in workshops, seminars, and conferences organized by other institutions on the theme of constitutional values and democracy. Associations like AICUF, CSA (Centre for social action), Youth for Democracy, Harmony Club, NSS, Eco Club, Rotaract, Hashmi Theatre Forum, Kannada Sangha, and E-Cell celebrate important events such as the Karnataka Rajyotsava Day, Independence Day, Republic Day, and World Human Rights Day. Renowned speakers, distinguished alumni, civil servants, entrepreneurs, activists, environmentalists, journalists, and leaders are invited to address the students and motivate them to reach greater heights. The preamble of the constitution is displayed in the college campus to create awareness about the fundamental rights, and principles and topromote a feeling of brotherhood and unity among the citizensto build a great nation. Students are also encouraged to voice out for the voiceless, and walk with the marginalized. Guest lectures, webinars, competitions, and panel discussions are organized by various clubs and associations aiming at producing engaged, productive, and contributing citizens for building an equitable, inclusive, and plural society as envisaged by our Constitution.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts**      **A. All of the above**

**periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized**

File Description	Documents
Code of Ethics - policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

Renowned speakers and leaders were invited to address the students and ignite the young minds to become agents of change in society. Birth/death anniversaries of national leaders are commemorated through activities like seminars, talks, street plays, cleaning drives, screening of movies and cultural programs. Activities organized on these special days would develop among the students a deep sense of respect towards the fundamental duties and constitutional values. Associations like AICUF, CSA (Centre for social action), Youth for Democracy, Harmony Club, NSS, Eco Club, Rotaract, Hashmi Theatre Forum, Kannada Sangha, and E-Cell celebrate important events such as the Karnataka Rajyotsava Day, Independence Day, Republic Day, and World Human Rights Day. Renowned speakers, distinguished alumni, civil servants, entrepreneurs, activists, environmentalists, journalists, and leaders are invited to address the students and motivate them to reach greater heights. St. Joseph's College of Commerce is one of the premier institutions of higher education in India. The institution aims to prepare men and women for others who are academically accomplished, emotionally balanced, morally upright, socially responsible, ecologically sensitive, and professionally dedicated. The college makes tremendous efforts to observe and celebrate national and international days, events, and festivals throughout the year.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<a href="#">View File</a>
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

### The Context

The institution has made a conscious effort to broaden the students' educational experience by providing them with holistic education, comprising of critical thinking ability, in-depth understanding of the subjects and the real world, ethical decisionmaking skills, effective communication, creative and imaginative thinking skills, sensitivity towards society and a commitment to serve the people in need. The students are encouraged to take up leadership for challenging initiatives and develop the skills necessary to meet these challenges.

### Objectives of the Practice

To provide holistic education to the students To develop a curriculum that offers a wide variety of choice in terms of specializations To offer appropriate support for students to explore and innovate in their chosen fields To create an atmosphere conducive for developing leadership skills To provide the necessary exposure to industry, professional bodies, international academia and other organizations.

File Description	Documents
Best practices in the Institutional website	<a href="https://sjcc.edu.in/igac-best-practices.php">https://sjcc.edu.in/igac-best-practices.php</a>
Any other relevant information	<a href="https://sjcc.edu.in/AQAR22-23/aqar-report-7.2.1-institutional.php">https://sjcc.edu.in/AQAR22-23/aqar-report-7.2.1-institutional.php</a>

## 7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Institutional Distinctiveness - Bembala In alignment with the Jesuit Higher Education purposes, the University Grants Commission, the Highest Education Authority in India, has recognized the relevance and importance of the purpose and practice of 'Extension' as integral to the process of learning. Bembala is a Community Outreach Programme designed for students of all institutions under Bangalore Jesuit Educational Society (BJES), initiated to realize the Jesuit Vision of life and education. The outreach programme consists of awareness building exercises, cleanliness drives, campaigns for social causes, social visits, and rural visits. Bembala team organized several social visits to old age homes, orphanages and government schools, cleanliness drives in schools, Traffic awareness drive are some of the programs. Bembala Department organizes social visits throughout the academic year. The visits allow students to participate in community outreach activities and develop a sense of commitment to work towards the welfare of the marginalized communities.

Interdisciplinary Approach An interdisciplinary nature is imperative to any curricular's framework. Students pursuing both Commerce and Business Administration Programmes at SJCC are expected to complete certain number of Core Papers in their respective field of study. Apart from the Core Papers, students are offered open elective papers from other fields of study, including Theatre, Arts and Literature. This offers students an opportunity to familiarize themselves with different fields of study to understand the world around in a better manner. Some of the Core Papers have been redesigned as interdisciplinary papers to enrich the understanding of different subjects.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

St. Joseph's College of Commerce (Autonomous) recognises and addresses the local, national, and global developmental imperatives through the development of curricula that are tailored to the requirements of its students. For the purpose of preparing students for the business world, programmes such as B. Com (Industry Integrated) are formulated in collaboration with organisations such as Tata Consultancy Services. The introduction of the B.Com (Analytics) and B.Com (Travel and Tourism) programmes was in response to the needs of national and regional industries. In order to meet the demands of the global market, academic curricula have been developed that are accredited by international professional organisations (ACCA and CIMA), including B.Com Professional (International Accounting and Finance) and BBA Professional (Finance Accountancy). The Outcome Based Curriculum Framework (OBCF) is utilised in the development of the curricula for the B.Com, BBA, B.A (English & Psychology), B.Sc. (Economics), and M.Com programmes. All programmes and courses have well-defined learning objectives, which consist of Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs). The construction of the course matrix in accordance with the National Education Policy and the Choice-Based Credit System (CBCS) was motivated by the desire to maintain the program's emphasis on interdisciplinary and skill-building courses. The development of skill sets occurs via digital marketing, digital fluency, SPSS, advanced Excel, and SAP courses.

File Description	Documents
Upload additional information, if any	<a href="#">View File</a>
Link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-1.1.1-RtoLocalNatiol-Global.php">https://sjcc.edu.in/aqar22-23/aqar-report-1.1.1-RtoLocalNatiol-Global.php</a>

#### 1.1.2 - Number of Programmes where syllabus revision was carried out during the year

<b>14</b>	
File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<a href="#">View File</a>
Details of syllabus revision during the year	<a href="#">View File</a>
Any additional information	No File Uploaded
<b>1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year</b>	
<b>549</b>	
File Description	Documents
Curriculum / Syllabus of such courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	<a href="#">View File</a>
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	<a href="#">View File</a>
<b>1.2 - Academic Flexibility</b>	
<b>1.2.1 - Number of new courses introduced across all programmes offered during the year</b>	
<b>63</b>	
File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>
<b>1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System</b>	
<b>14</b>	



File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The curriculum for Commerce and Management programmes at the undergraduate and graduate levels is intentionally crafted to remain pertinent in light of the ever-changing scientific landscape, evolving human values, and the collective challenges that our species confronts. The institution implemented a Choice Based Credit System for students in their second and third years of undergraduate and graduate programmes during the current academic year. The National Education Policy was enacted to govern the enrollment of first-year students in undergraduate programmes. The course matrices across all programmes facilitate a smooth incorporation of topics related to Human Values, Professional Ethics, Environment and Sustainability, and Gender (NEP was exclusively implemented for first-year undergraduate students, in accordance with university policy). Part A of the Course Matrix, comprising Languages, employs essays, personal narratives, fiction, poetry, films, and documentaries to incorporate themes related to the environment, the formation of human values, and gender and caste. "Business Ethics" is a required course in Part B of the BBA curriculum. The B.Com curriculum incorporates elements pertaining to professional ethics into each course. The foundational courses in Indian Constitution and Environmental Science are designed with contemporary challenges in view. Part D of the curriculum comprises extension and extracurricular activities. Students acquire knowledge and comprehension regarding matters concerning the environmental crisis, women's empowerment, and human rights by engaging in programmes coordinated by student organisations such as NSS, Eco Club, Women's Forum, Centre for Social Action, and Rotaract.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

63

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.3.3 - Number of students enrolled in the courses under 1.3.2 above

9559

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.3.4 - Number of students undertaking field work/projects/ internships / student projects

910

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.4 - Feedback System

1.4.1 - Structured feedback and review of the **A. All 4 of the above**

syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

File Description	Documents
Provide the URL for stakeholders' feedback report	<a href="https://sjcc.edu.in/AQAR22-23/pdf/1.4.1-aqar-S-FBack&amp;ActTaken.pdf">https://sjcc.edu.in/AQAR22-23/pdf/1.4.1-aqar-S-FBack&amp;ActTaken.pdf</a>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.4.2 - The feedback system of the Institution comprises the following**

**A. Feedback collected, analysed and action taken made available on the website**

File Description	Documents
Provide URL for stakeholders' feedback report	<a href="https://sjcc.edu.in/AQAR22-23/aqar-report-1.4.2-feedback-process.php">https://sjcc.edu.in/AQAR22-23/aqar-report-1.4.2-feedback-process.php</a>
Any additional information	<a href="#">View File</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment of Students

##### 2.1.1.1 - Number of students admitted (year-wise) during the year

**1129**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

**261**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The curriculum is designed to challenge advanced learners while remaining accessible to slower learners. Classroom practices are tailored to accommodate both groups, fostering an inclusive learning environment regardless of students' backgrounds. The college offers financial aid through scholarships and free ships to deserving candidates, including those with disabilities and other challenges who receive additional support for movement on campus and during examinations.

The Bridge Course and the Remedial Class Committee identifies slow learners and conducts individual tutoring sessions. Peer support is facilitated through a model where a "student-tutor" assists "student-tutees" under the guidance of the subject teacher. Remedial coaching classes are available online via the MS Teams platform and offline.

Advanced learners are encouraged to participate in research work and receive training in writing research papers. They are also encouraged to pursue certification and value-added programs offered by the college, as well as Massive Open Online Courses (MOOCs) through platforms like Swayam, EdX, and Coursera. Completion of these courses can earn advanced learners additional credit.

Students are encouraged to broaden their knowledge by participating in international summer schools offered by institutions such as the London School of Economics, Stanford University, University College of London, etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-2.2.1-CSDiversity.php">https://sjcc.edu.in/aqar22-23/aqar-report-2.2.1-CSDiversity.php</a>

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/05/2023	3114	135

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### 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:

In designing pedagogy for each course, the College prioritizes the needs, interests, and capabilities of students. The institution aims to nurture skills such as critical thinking and problem-solving through student-centred teaching-learning methods.

Experiential learning is our fundamental approach, manifested in programs such as Outbound Learning and corporate and social internships. These initiatives provide invaluable practical experience. Industrial tours further enrich students' understanding by exposing them to diverse cultures and teachings. Additionally, Bembala's outreach programs offer students the chance to engage with social realities and contribute positively to the society.

Participative learning is actively promoted by faculty members who employ problem-solving methodologies in their teaching. Group discussions, debates, and quizzes are integral components of Continuous Internal Assessment (CIA) activities. The flipped classroom method encourages students to engage with reading materials prior to classroom discussions.

Problem-solving methodologies are integrated into all courses

across programs. Hands-on courses like Tally, Excel, and SPSS provide students with practical knowledge, while research projects enable them to identify and address research problems using problem-solving techniques.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional Information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-2.3.1-enhancement-student-centric.php">https://sjcc.edu.in/aqar22-23/aqar-report-2.3.1-enhancement-student-centric.php</a>

### 2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

The Institution actively promotes the optimal utilization of ICT-enabled tools and reputable online resources to enhance the teaching and learning experience. All classrooms are equipped with projectors and Wi-Fi connectivity, facilitating seamless integration of technology into lessons. Teachers extensively leverage ICT-enabled tools and online platforms such as Shodhganga, Inflibnet, Swayam NET, NLIST, EBSCO Business Source Elite and other sources.

Furthermore, faculty development programs are organized to enhance teachers' proficiency in e-content development, teaching methodologies, and assessment techniques using ICT tools. The institution boasts a digital library, urging students to utilize it for continuous self-improvement with access to reliable sources.

Furthermore, CDLE- Centre for Digital Learning and Education was instituted to promote Digital Learning. Teachers use ICT tools for teaching and formative assessments .

Given the well-equipped classrooms with LCD projectors and audio-visual aids, instructors optimize these resources for effective teaching and learning. Wi-Fi accessibility across the campus enables students to tap into online resources conveniently. Assessment methods include multiple-choice questions, online case study presentations, and case study exams, all administered by faculty. Moreover, ICT tools are systematically integrated into the examination center for online display of exam notices through the ERP system and website.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="https://sjcc.edu.in/ict_enabled_classrooms.php">https://sjcc.edu.in/ict_enabled_classrooms.php</a>
Upload any additional information	<a href="#">View File</a>

### 2.3.3 - Ratio of students to mentor for academic and other related issues

#### 2.3.3.1 - Number of mentors

135

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	No File Uploaded
Circulars with regard to assigning mentors to mentees	<a href="#">View File</a>

#### 2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The Academic Calendar is meticulously crafted by an Internal Committee comprising the Principal, Registrar, Heads of Departments (HODs), Vice Principals, Controller of Exams, Association Coordinators, Student Governor, and senior faculty members. This draft undergoes scrutiny and approval in Academic Council and Governing Body meetings before being published on the college website for student reference.

The Academic Calendar encompasses academic, co-curricular, extra-curricular, and sports activities, ensuring students are well-informed about significant college events. The adherence to this calendar is continuously monitored and reviewed by the Total Quality Management (TQM) team. Each semester guarantees a minimum of 90 teaching days and 110 working days.

Moreover, the Academic Calendar delineates clear timelines for tests, exams, seminars, and assignment submissions. It also outlines the syllabus coverage preceding each test-paper, as well as the expected timeline for result publication.

In preparation for the academic year, subject workload allocation

aligns with teachers' expertise, with Subject Coordinators appointed for each subject. Subsequently, individual faculty members collaboratively devise OBE based Lesson Plans in consultation with the Subject Coordinators. These plans are then ratified by the Vice-Principal and promptly uploaded onto the College website for accessibility.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

135

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	<a href="#">View File</a>

### 2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

40

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)



1074

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

### 2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

14

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	No File Uploaded
Upload any additional information	<a href="#">View File</a>

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

The Exam Department has introduced special certificates akin to the prestigious Latin Honors Summa Cum Laude and Magna Cum Laude. Summa Cum Laude certificates are conferred upon the top three performers in the Undergraduate Examination, while Magna Cum Laude distinctions are awarded to students ranking within the top 10% category. This initiative applies to all UG & PG batches from

the academic years 2019 and 2020, based on their cumulative grade point average (CGPA). The issuance of special certificates by the Exam Department to high achievers serves as a source of encouragement and motivation, inspiring students to strive for excellence.

#### Examination Reforms:

The Exam Department has installed projectors with screens for online meetings and deliberations, enhancing communication efficiency. Additionally, previous years' question papers are readily available on the college website, serving as valuable resources for students. In alignment with the National Education Policy (NEP), curriculum revisions have been undertaken, with a revamped course matrix delineating credits for discipline-specific core, discipline-specific elective, skill enhancement, and ability enhancement courses. The Exam Centre integrates technology and implements novel reforms for the betterment of the student, staff and other stakeholders.

To foster transparency and awareness, an Exam Calendar is included in the Student Handbook, offering students and staff insights into the exam department's schedule. An evaluation board is established to ensure fairness in central evaluation, with papers undergoing thorough checks before final review. Furthermore, exemplary answer scripts from previous semesters are preserved in the library for students' reference.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-2.5.3-itintegration.php">https://sjcc.edu.in/aqar22-23/aqar-report-2.5.3-itintegration.php</a>

## 2.6 - Student Performance and Learning Outcomes

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

The Institution adheres to the Outcome-Based Education (OBE) model, which has prompted a comprehensive redesign of its curriculum, teaching methodologies, and assessment practices.

Faculty members are equipped to define course outcomes for their respective courses, aligning their teaching lesson plans with OBE principles. These plans are meticulously crafted to ensure the attainment of both course and program outcomes.

Teachers facilitate learning experiences that directly contribute to the achievement of these outcomes. The finalized teaching lesson plans, along with the specified course outcomes, are openly accessible on the college website. Students receive orientation sessions detailing the lesson plans and associated course outcomes. They are also briefed on the assessment structure, encompassing continuous internal assessment and end-semester examinations, all of which are designed to reflect program and course outcomes.

To ensure alignment with institutional practices, new faculty members undergo training workshops conducted by the OBE coordinator. This ensures consistent adherence to the institution's teaching-learning methodologies.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Link for additional Information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-2.6.1-Programme-Outcomes.php">https://sjcc.edu.in/aqar22-23/aqar-report-2.6.1-Programme-Outcomes.php</a>

#### 2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

To establish an Outcome-based curriculum, the institution initially formulated specific Programme Education Objectives (PEOs). These PEOs served as the foundation for developing Programme Learning Outcomes (PLOs). Together, they underpin the curriculum, which encompasses multiple courses.

Following university guidelines, Continuous Internal Assessments (CIA) are administered by course instructors, accounting for 10marks. Additionally, a midsemester exams is conducted for 20 marks followed by another CIA component for 10 marks. At the semester's conclusion, the COE oversees the End Semester Exam (ESE) for 60 marks.(CIA 40 + ESE 60 = Total 100)

Throughout the semester, both formative and summative assessments, such as assignments, case studies, mini-projects, role-plays, individual and group presentations, quizzes, and multiple-choice questions, are implemented by course instructors to enhance the teaching-learning process and improve student performance. Teachers actively seek feedback on student learning during these formative assessments, fostering continuous improvement in the teaching-learning dynamic.

To align with national educational policy guidelines, the institution has adjusted the CIA component to allocate 40 marks for continuous internal assessment and 60 marks for the end-of-semester evaluation. These modifications reflect the institution's commitment to ongoing quality enhancement initiatives.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-2.6.2-Programmecourse.php">https://sjcc.edu.in/aqar22-23/aqar-report-2.6.2-Programmecourse.php</a>

### 2.6.3 - Pass Percentage of students

#### 2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

**984**

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://www.sjcc.edu.in/pdf/AnnualReport_may2023.pdf">https://www.sjcc.edu.in/pdf/AnnualReport_may2023.pdf</a>

### 2.7 - Student Satisfaction Survey

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

<https://sjcc.edu.in/aqar22-23/pdf/2.7.1.AQAR-SSS.pdf>

## **RESEARCH, INNOVATIONS AND EXTENSION**

### **3.1 - Promotion of Research and Facilities**

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The research centre adheres to the institutions research policy to maintain research environment among students and faculty. Research is an integral part of St. Joseph's College of Commerce (SJCC) academic excellence. In accordance with its research policy, the College primarily supports its research in three ways:

- a) Individual Research
- b) Departmental Research
- c) Seed Money Project.

The college funds various FDPs training programmes and Workshops to encourage the faculty and to create a research environment. The College management and Bangalore Jesuit Educational Society provide seed money project in the field of social sciences to encourage the researchers in their chosen field of work.

The Research Centre of SJCC encourages the faculty in research and maintains records of their publications, research conferences attended, and number of lectures delivered by faculty. The Research Centre publishes a bi-annual peer-reviewed journal on the college website. It also conducts a series of research methodology workshops for faculty and national conferences for internal and external faculty and researchers. The research centre conducts faculty development program in research methodology twice in a year for in house faculty as well as outside scholars. These programs are sponsored by Agencies like the Indian Council for Social Science Research.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View File</a>
Provide URL of policy document on promotion of research uploaded on the website	<a href="https://sjcc.edu.in/sjccresearch/index.php">https://sjcc.edu.in/sjccresearch/index.php</a>
Any additional information	<a href="#">View File</a>

### 3.1.2 - The institution provides seed money to its teachers for research

#### 3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

1.60

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	<a href="#">View File</a>
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<a href="#">View File</a>
List of teachers receiving grant and details of grant received	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	<a href="#">View File</a>
Any additional information	No File Uploaded

<b>3.2 - Resource Mobilization for Research</b>	
<b>3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)</b>	
8.80	
File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	<a href="#">View File</a>
List of projects and grant details	<a href="#">View File</a>
Any additional information	No File Uploaded
<b>3.2.2 - Number of teachers having research projects during the year</b>	
4	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sjcc.edu.in/AQAR22-23/aqar-report-3.2.2TeachershavingResearchProjects.php">https://sjcc.edu.in/AQAR22-23/aqar-report-3.2.2TeachershavingResearchProjects.php</a>
List of research projects during the year	<a href="#">View File</a>
<b>3.2.3 - Number of teachers recognised as research guides</b>	
8	
File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<a href="#">View File</a>
Institutional data in Prescribed format	<a href="#">View File</a>
<b>3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year</b>	
4	

File Description	Documents
Supporting document from Funding Agencies	<a href="#">View File</a>
Paste link to funding agencies' website	<a href="https://icssr.org/">https://icssr.org/</a>
Any additional information	<a href="#">View File</a>

### 3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The Research Center encourages innovative ideas and creativity in the fields of Commerce, Business administration and language departments. It identifies research areas and encourages the researchers by facilitating grants and funding through the College management and BJES. The results of the research are published in professional journals, in-house journals, and other research publications. Students are mentored individually to provide in-depth assistance in the areas of idea generation, legal aspects, marketing, funding, and overall business management to the students in setting up the start-up. Through a strong alumni network and support, the institution hosts over twenty student startups and entrepreneurs, winning coveted awards such as the Student Entrepreneur Award and the EY Innovation Challenge Award. Innovation Ecosystem: The institution has consistently worked to build an ecosystem that fosters innovative thinking among its students and faculty.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/AQAR22-23/aqar-report-3.3.1-Innovative-Ecosystem.php">https://sjcc.edu.in/AQAR22-23/aqar-report-3.3.1-Innovative-Ecosystem.php</a>

### 3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

26



File Description	Documents
Report of the events	<a href="#">View File</a>
List of workshops/seminars conducted during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4 - Research Publications and Awards

**3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software**

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year**

**3.4.2.1 - Number of PhD students registered during the year**

0

File Description	Documents
URL to the research page on HEI website	<a href="https://sjcc.edu.in/sjccresearch/index.php">https://sjcc.edu.in/sjccresearch/index.php</a>
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
Any additional information	No File Uploaded

**3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year**

<b>11</b>	
File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year</b>	
<b>5</b>	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/AQAR22-23/aqar-report-3.4.4-Faculty-authored-books.php">https://sjcc.edu.in/AQAR22-23/aqar-report-3.4.4-Faculty-authored-books.php</a>
<b>3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed</b>	
<b>3.4.5.1 - Total number of Citations in Scopus during the year</b>	
<b>1</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Bibliometrics of the publications during the year	<a href="#">View File</a>
<b>3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University</b>	
<b>3.4.6.1 - h-index of Scopus during the year</b>	
<b>0</b>	

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

### 3.5 - Consultancy

#### 3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	<a href="#">View File</a>
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

#### 3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	<a href="#">View File</a>
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

### 3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

All students are required to put in 60 hours of Community service as part of their programme requirement. Bembala is a Bangalore Jesuit Educational Society community outreach programme designed for students of all Institutions under BJES, initiated to realise the Jesuit vision of life and education. As a part of the Vigilance Awareness Week October 31, 2022, to November 4, 2022, the Hindustan Aeronautics Limited, Helicopter Division, Vigilance Department collaborated with the St. Joseph's Institutions to create awareness among students and the public about Corruption Free India for a Developed Nation. On the occasion of Children's day November 14, 2022, Bembala organised "BALMELA". Around 1880 UG students of the second and final year from the batches 2020 and 2021 took part in the rural exposure camp at Solur from September 2022- January 2023. The UG students received the same exposure as the PG students, participating in activities like planting saplings or plantains, removing invasive plants, sowing seeds, working in a brick factory, painting walls, conducting village surveys, holding cultural events, and staging street plays to amuse and inform the villagers about the various social issues that are faced in that village. The students underlined the need for higher education in terms of country building and encouraged the dropout students to pursue their higher education. Few also gave the people stationary and ration kits

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/AQAR22-23/agar-report-3.6.1.Extension_activities.php">https://sjcc.edu.in/AQAR22-23/agar-report-3.6.1.Extension_activities.php</a>

**3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year**

4

File Description	Documents
Number of awards for extension activities in during the year	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)**

14

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year**

2240

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.7 - Collaboration**

**3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work**

6

File Description	Documents
Copies of documents highlighting collaboration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)**

22

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	<a href="#">View File</a>
Any additional information	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 equipments, etc.

The Institution is located at the heart of the Central Business District in Bangalore. The campus is spread over 2.25 acres consisting an open ground and other facilities. The College building includes the Administrative, Academic, Sports and Examination blocks. The college building has a basement, ground floor and 4 additional floors which are well connected through two lifts and three separate staircases. It also accommodates a stationery shop on campus. The Administrative block accommodates the college office and offices for all administrative heads. The Academic block consists of classrooms, staff rooms, computer labs, auditoriums, AV Rooms, Library & Information Centre, Placement Cell, Counselling Centre, Incubation Centre, NSS office and additional space for meetings and workshops. The Sports Block includes office of Sports Director, Gymnasium, Space for indoor games. The Examination block accommodates the office of Controller of Examination, support staff, dedicated rooms for printing and storing, open area for meetings and equipped with a CCTV Camera and advanced facilities in accordance with the requirements of the university. The college functions in two shifts to utilize all these facilities optimally and has a comprehensive maintenance policy. The students avail state-of-the-art ICT facilities on campus. The institution is fully equipped with advanced IT facilities that aid online and hybrid mode of teaching.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-4.1.1-facilities-teachinglearning.php">https://sjcc.edu.in/aqar22-23/aqar-report-4.1.1-facilities-teachinglearning.php</a>

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

St. Joseph's College of Commerce has provided adequate space for cultural activities, outdoor and indoor games within the college premises for the overall development of the students. There are facilities for Basketball, Football, Hockey, Cricket (with practice nets), Throwball, Kabaddi, Badminton, carom, chess and table tennis. The College has a fully equipped gymnasium for training and fitness, accessible to staff and students. Sophisticated infrastructure is available in college for the purpose of cultural activities, with two well-equipped auditoriums for theatre, dance and musical performances; an open stage; sound and lighting facilities to host concerts, and cultural festivals; two audio-visual rooms for film screenings, public lectures and panel discussions; a media room for video and audio recording/editing, and graphic design. The College has a Student Governor appointed to oversee the activities of the Student Council. This student governing body coordinates all the cultural activities of the college and encourages extracurricular activities among students. The college also appoints professional choreographers, theatre directors and choir conductors to train students. The College encourages students to take part in extracurricular activities. Travel expenses of the cultural teams are compensated by the college. Thus, the college supports students who wish to engage in extra-curricular activities through the aforementioned methods.

File Description	Documents
Geotagged pictures	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-4.1.2-sportscultural.php">https://sjcc.edu.in/aqar22-23/aqar-report-4.1.2-sportscultural.php</a>

**4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities****44**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)****179.77**

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
Any additional information	No File Uploaded

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The library is the institution's knowledge centre. It offers vital support for teaching, learning and research by curating facilities for the needs of the immediate academic fraternity. The library's total carpet area is 5156 Sq. ft. It has adequate seating for 120 students at a time. There are quite number of CCTV cameras installed for monitoring the code of conduct. The library was automated in 2005. It also has a separate section exclusive for E-resources. Name of the ILMS software EASYLIB Nature of automation (full or partial) FULL Version 4.3.3 Year of automation 2005 The library has used EASYLIB Integrated Library Management software since 2005 for its in-house day-to-day activities. EASYLIB runs on a GUI (graphical user interface) environment to ease the data entry and operation. It has a web component that enables the library to share data across the campus. It also has built-in email and web publication support. It has unique features like multiple language support, library



map and location view, multiple library connectivity, statistical analysis tools to improve library operation, data import and export etc. It also supports barcode, biometric and RFID operations.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-4.2.1-ilms.php">https://sjcc.edu.in/aqar22-23/aqar-report-4.2.1-ilms.php</a>

**4.2.2 - Institution has access to the following:  
e-journals e-ShodhSindhu Shodhganga  
Membership e-books Databases Remote  
access to e-resources**

**A. Any 4 or more of the above**

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)**

**21.94**

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)**

**4.2.4.1 - Number of teachers and students using the library per day during the year**

**892**

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

There were several initiatives taken by the institution understanding the learning needs of the students. There are two computer labs on campus, the CPUs are constantly upgraded as they are from i3 to i5, i7 and now i9. The firewall was upgraded from Cyberoam - 100 iNG to SOPHOS - 500 iNG. 8 additional printers, 3 new servers, 15 additional projectors, 5 new digital signage boards, 8 new routers, 3 new photocopier machines were purchased. UPS capacity is now upgraded to 50 kva. Drone camera was purchased and 55 new CCTV cameras were installed, making it a total of 83 CCTV cameras, to monitor code-of-conduct on campus. The college has purchased a blended camera which allows online video conferencing and other facilities for online and hybrid mode of teaching. Remote access is an unique feature that connects the campus and provides Wi-Fi access through individual account login. Internet speed is 350 mbps. The following are the changes made in this academic year.

A software Update (Versions V.2) for Linways Platform was introduced with complete automation for the admission process with advanced reports for easy access. UPI payments were introduced for Quick Payments. Marks card format was changed for the students of NEP Batch to incorporate the new scoring pattern and the naming conventions used by UUCMS for CIA, End Semester Examination.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-4.3.1-itfacilities.php">https://sjcc.edu.in/aqar22-23/aqar-report-4.3.1-itfacilities.php</a>

### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3114	580

File Description	Documents
Upload any additional information	<a href="#">View File</a>

<b>4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus</b>	A. 250 Mbps
---	-------------

File Description	Documents
Details of bandwidth available in the Institution	No File Uploaded
Upload any additional information	<a href="#">View File</a>

<b>4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing</b>	A. All four of the above
--	--------------------------

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-4.3.4-econtent.php">https://sjcc.edu.in/aqar22-23/aqar-report-4.3.4-econtent.php</a>
List of facilities for e-content development (Data Template)	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

95.13

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

Funds are allotted in the college budget for periodic maintenance of the College building. The college has a clean and wellmaintained green environment with gardens and a hanging wall garden. AV rooms and academic offices are refurbished annually. The washrooms on every floor are retiled when required. The classrooms are annually upgraded with repaired furniture and repainting. All classrooms have well-serviced ICT, notice boards, green boards, classroom furniture. The floors are cleaned every day and waste disposal bins are emptied on daily basis. The Sports Department is responsible for the maintenance of the sports facilities which includes the basketball court, football field, gymnasium and the indoor games kit. The Sports Director works with two Sports Assistants who, in turn, are assisted by attenders to maintain the cleanliness of the sports grounds and equipment, lockers, washrooms and changing rooms, the gymnasium equipment. Qualified coaches are appointed for basketball, hockey, cricket and football for interested students. The Systems Administrator is responsible for the maintenance and optimal utilization of the Computer Lab. The Chief Librarian is responsible for the maintenance and utilization of the library facilities, assisted by the library staff, the librarian has established procedures to maintain books, magazines, DVDs and manuscripts.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-4.4.2systems.php">https://sjcc.edu.in/aqar22-23/aqar-report-4.4.2systems.php</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

<b>81</b>	
File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year**

**1061**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology**

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="https://sjcc.edu.in/capability_enhancement.php">https://sjcc.edu.in/capability_enhancement.php</a>
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year**

**158**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees**

**A. All of the above**

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<b>No File Uploaded</b>
Upload any additional information	<b>No File Uploaded</b>

## **5.2 - Student Progression**

### **5.2.1 - Number of outgoing students who got placement during the year**

**561**

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### **5.2.2 - Number of outgoing students progressing to higher education**

405

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

#### 5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

135

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

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

77

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Old Students Association' (OSA), The OSA has contributed extensively to the all-around advancement of the institution. Some of the methods of their active involvement with the college are Curriculum Development, Recognition and Rewards, Alumni Reunions, Alumni Activities, Industrial Visits, Expert Talks,

Placement Drives, and Co-curricular Activities. The alumni members are in toto with the institution's Board of Studies (BOS), Academic Council, and Governing body, giving valuable suggestions on quality enhancement, curriculum, teaching-learning practices, and placements. The association launched the MicroLabs skilldevelopment programme for Tally, GST, and Communication for campus placement interviews. In the academic year 2022-23 OSA has contributed to the overall growth of the institution by organizing activities related to Curriculum Development, Recognition and Rewards, Alumni Reunions, Industrial Visits, Christmas Celebrations, and Guest Lectures on trending topics like GST and the Union Budget, Placement Drives. The OSA, through a meticulous selection process selects students eligible for 17 awards and endowment funds.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/agar22-23/agar-report-5.3.2-Presenceofactivestudentcouncil.php">https://sjcc.edu.in/agar22-23/agar-report-5.3.2-Presenceofactivestudentcouncil.php</a>

### 5.3.3 - Number of sports and cultural events / competitions organised by the institution

30

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Old Students Association' (OSA), The OSA has contributed extensively to the all-around advancement of the institution. Some of the methods of their active involvement with the college are Curriculum Development, Recognition and Rewards, Alumni Reunions, Alumni Activities, Industrial Visits, Expert Talks, Placement Drives, and Co-curricular Activities. The alumni



members are in toto with the institution's Board of Studies (BOS), Academic Council, and Governing body, giving valuable suggestions on quality enhancement, curriculum, teaching-learning practices, and placements. The association launched the MicroLabs skilldevelopment programme for Tally, GST, and Communication for campus placement interviews. In the academic year 2022-23 OSA has contributed to the overall growth of the institution by organizing activities related to Curriculum Development, Recognition and Rewards, Alumni Reunions, Industrial Visits, Christmas Celebrations, and Guest Lectures on trending topics like GST and the Union Budget, Placement Drives. The OSA, through a meticulous selection process selects students eligible for 17 awards and endowment funds.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sjcc.edu.in/agar22-23/agar-report-5.4.1Alumni.php">https://sjcc.edu.in/agar22-23/agar-report-5.4.1Alumni.php</a>

#### 5.4.2 - Alumni's financial contribution during the year

A. ? 15 Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

St Joseph's College of Commerce (Autonomous), a part of Bangalore Jesuit Educational Society (BJES) through its vision emphasizes on the pursuit of Academic Excellence, Social Concern, and Character formation. The mission of the college intends to facilitate academic excellence coupled with a commitment to the cultivation of virtues and to meet the changing needs of the larger society, especially the marginalized. The institution provides an inclusive environment and nurturing ambience for the holistic development and the transformation of our students. SJCC has implemented mechanisms to periodically upgrade curricula and pedagogic practices, to encourage collaborations with

corporations and top-notch educational institutions, and organize outreach programmes with greater faculty and student involvement. The institution believes in collaboration and participative governance and has achieved milestones through effective leadership and varied enhancement initiatives, especially by forming committees to attend to areas such as Finance, Library, Sports, Research, Extension activities, ERP, Staff Recruitment, and Regular Academic Audits. Selected faculty members assist the principal through the key decision-making bodies and portfolios mentioned below: Governing Body

Academic Council

Total Quality Management

Internal Quality Assurance Cell

Heads of Departments

Examination Centre

Research Centre

Sports Department

Coordinators for special programmes

Coordinators of Clubs and Associations

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-6.1.1-governanceandleadership.php">https://sjcc.edu.in/aqar22-23/aqar-report-6.1.1-governanceandleadership.php</a>

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The Principal, is the Academic Director of the Institution. However, the responsibilities pertaining to important areas like Finance, Management and Academics are decentralized and the individuals or the committees concerned enjoy autonomy in the decision-making process. The institution believes in collaborative and consultative decision-making process and forms

a system of continued excellence. The Principal, is ably assisted by senior faculty members who are active members of key decision-making bodies, such as the Academic Council, Total Quality Management team, IQAC, Student Governor, Heads of Departments, Research Centre, Examination Centre and Sports Department. Staff members also act as coordinators for special programmes. The ethos of participative governance also extends to continuous improvement initiatives of the college. Special purpose committees attend to focus areas such as finance, library, sports, ERP, staff recruitment, regular academic audits and streamlined performance appraisals. Through an inclusive system of governance, all the stakeholders find representation in the administrative and governance decisions of the college, thus actively participating in the overall development of the institution.

File Description	Documents
Upload strategic plan and deployment documents on the website	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sjcc.edu.in/agar22-23/agar-report-6.1.2-decentralization.php">https://sjcc.edu.in/agar22-23/agar-report-6.1.2-decentralization.php</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Karnataka was the first state in India to implement the National Education Policy announced in the year 2020. As a proactive response to the Karnataka Government's decision to implement NEP from the academic year 2021-2022, St. Joseph's College of Commerce (Autonomous) constituted an Internal Task Force to study the National Education Policy document and offer a strategic plan for implementing it in the institution. The Task Force held meetings with the Registrar, Vice-principals, Head of the Departments and Programme coordinators and guided them in developing new Curriculum Framework in alignment with the NEP. The institution was one of the first educational institutions to implement the NEP in to the curriculum. Based on the guidelines of the policy, the Institution conducted various workshop for the stakeholders like the teachers, parents and students before the actual implementation took. The open electives offered to

students in the first year are more skill based and multidisciplinary in nature.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-6.2.1TwinningProgramme.php">https://sjcc.edu.in/aqar22-23/aqar-report-6.2.1TwinningProgramme.php</a>
Upload any additional information	<a href="#">View File</a>

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

St. Joseph's College of Commerce (Autonomous) is administered by the Bangalore Jesuit Educational Society (BJES), headed by the Provincial (President of BJES) as the governing authority of the institution. The administrative head is the Principal. The administration of the Institution is decentralized and autonomy is granted to various committees to form an inclusive system of governance. The Governing Body (GB) of SJCC is constituted as per the UGC norms with the Rector (Vice-president of BJES) as the Chairman of the GB. The GB is entrusted with the responsibility of formulating long term goals for the institution and also to review the overall performance. It discusses and ratifies changes pertaining to academic matters proposed by the Academic Council. The Principal of the institution oversees the Administrative Office, and coordinates other academic and administrative works, being ably supported by the Registrar, Vice-Principals, Heads of the Departments, Programme Coordinators and Subject Coordinators, IQAC, Research Department, Examination Centre and Resource Centres, Library, Computer and the ERP department. The IQAC collects feedback from all the stakeholders and initiates quality enhancement measures. The BJES Service Rules offers guidelines to all the employees. The institution has put in place a transparent system i.e., the Higher Education Policy of BJES for recruitment, promotions and other matters. The grievance redressal mechanism guided by the principal and the vice president of BJES addresses the concerns raised by staff and students.

File Description	Documents
Paste link to Organogram on the institution webpage	<a href="https://www.sjcc.edu.in/pdf/Organogram.pdf">https://www.sjcc.edu.in/pdf/Organogram.pdf</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sjcc.edu.in/agar22-23/agar-report-6.2.2FinalOrganogram.php">https://sjcc.edu.in/agar22-23/agar-report-6.2.2FinalOrganogram.php</a>

### 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) Documen	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The College has the below mentioned employee benefit programmes catering to the overall wellbeing of the teaching and non-teaching staff:

**Group Insurance** -The institution provides a comprehensive group medical insurance coverage to its employees catering to more than 220 families of teaching, non-teaching, and support staff. The College also sanctions 30 Earned Leave for the non-teaching staff and paid marriage leave up to six days to all employees. Additional financial support like paid long leave is sanctioned for those with prolonged medical conditions.

**Career Development and Progression:** The fees and conveyance charges incurred by the faculty towards attending conferences, seminars and academic workshops is reimbursed. Faculty

representing the institution in academic meetings or any other matters will be considered on official duty.

Education Support - The College provides concession on tuition fees to the children of teaching and non-teaching staff.

Support Measures for Doctoral Research: Teachers engaged in research work are given paid leave up to one year, subject to certain conditions. Apart from this, a reduction in work load and relaxation in invigilation duty is extended. Leave of up to six days is granted for the preparing for the Viva-voce. Further, seed money is given to promising research projects.

#### Activities

Annual tour, Staff Outreach Programmes, FDPs and team building activities, uniforms for non-teaching staff, maternity & paternity leave, flexible working hours for nursing mothers, and workload flexibility for office bearers are some of the effective welfare measures taken by the institution.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-6.3.1-FinalStaffWelfare.php">https://sjcc.edu.in/aqar22-23/aqar-report-6.3.1-FinalStaffWelfare.php</a>

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

15

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

#### 6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

6

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

4

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 6.4 - Financial Management and Resource Mobilization

#### 6.4.1 - Institution conducts internal and external financial audits regularly

The Institution, run by the Bangalore Jesuit Educational Society (BJES), has constituted a committee for managing the financial transactions. The Committee meets twice a year, prepares the budget for various departments and submits it to BJES. It also conducts periodic internal audits, foresees major expenses for renovation and maintenance of the building, allocates the budget, and monitors the financial transactions and resource mobilization. The budget is presented to the Governing Board for approval. Accounting Practice The institution has a centralized accounting system and is managed and monitored by the Finance Officer. Budget is prepared and discussed with the Finance officer well in advance. Accounts are settled on a monthly basis and any extraneous collection in the institution goes to the collection account. Audit Practices The institution has an Audit policy and conducts two audits annually- the Internal and External Audit. The Internal Audit is carried out during the mid-academic year by a group of three professionals appointed by the BJES. The team checks whether the college adheres to the policy

and is complying with statutory norms like deduction of TDS, and payment of the sanctioned amount as salary. The team scrutinizes the asset registry of the institution. The External Audit is carried out by a registered auditing firm at the end of the academic year and it includes auditing of all units of the management.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-6.4.1-internal-external.php">https://sjcc.edu.in/aqar22-23/aqar-report-6.4.1-internal-external.php</a>

#### 6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

45

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The primary source of income of the college is the student fees collected as per the institutional rules and regulations. Other key sources of funding include grants received for major and minor research projects, ICSSR grants, grants received in recognition of the institution as College with Potential for Excellence (CPE), special assistance grants under the 12th plan and autonomy grant received from the UGC. Additional funds gathered are in the form of fees collected for self-financed and certificate courses, revenue generated from government and private examinations, professional use of computer laboratories by companies and institutions, service charges levied on the public for usage of the auditoriums and the playground, sponsorship received from parents for mid-day meal scheme, from companies and parents to educate underprivileged and deserving students, scholarships received from the alumni and the



industries for the deserving and meritorious students. Besides, students raise funds through cultural activities and reach out to people affected during natural calamities. College prepares a budget for all these grants received in order to ensure effective utilization of the fund.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sjcc.edu.in/agar22-23/agar-report-6.4.3-institutional-strategies.php">https://sjcc.edu.in/agar22-23/agar-report-6.4.3-institutional-strategies.php</a>

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles) The Internal Quality Assurance Cell of St. Joseph's College of Commerce plays a significant role initiating quality measures to experience excellence in Education. It primarily focuses on quality enhancement in Teaching Learning and Evaluation, Research, Outcome based Education, Extension Activities, Consultancy and other core aspects that pave way for the holistic development of the individuals on campus. Implementation of National Education Policy 2020 Karnataka was the first state in India to implement the New Education Policy announced in the year 2020. The implementation of NEP at St. Joseph's College of Commerce (Autonomous) began with a series of orientation programmes to various stakeholders of the institution. The first year UG students of 2021-2022 were introduced to the curriculum under NEP 2020, Open electives were offered under CBCS for the Non-NEP batch and open electives under the NEP were based on skill enhancement courses and which is also multidisciplinary in nature.

### Practice 2:

SJCC is in the process of introducing the Academic performance index (API). The Committee was set up to develop an academic

performance index model for promotion of teaching faculty. FAPI (Faculty Academic Performance Indicators) was formulated as per the UGC Regulations (2018) and also in tune with the ethos of the institution. The IT facilities are revamped at regular intervals, with suggestions from the stakeholders, to ensure seamless connectivity. Online registration for the End Semester Examination through ERP.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-6.5.1-studentresearch.php">https://sjcc.edu.in/aqar22-23/aqar-report-6.5.1-studentresearch.php</a>

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The IQAC periodically evaluates the student performance and the teaching-learning methodology through its feedback mechanism. After evaluation of the feedback, the IQAC identifies a set of recommendations to improve the learning outcomes of students. Parents Teachers meeting for the first year students was conducted in the month of February to discuss the academic performance of the students. IQAC organizes 'Open House', a student forum that meets at the end of the academic year to discuss curriculum development, Teaching and Learning methods, syllabus completion and course structure, evaluation process, Infrastructural facilities, ICT used in classrooms, Placement, co-curricular and extra-curricular activities, facilities in cafeteria and computer labs. The institution believes in participative governance and decentralization. SQAC (Student's Quality Assurance Cell), functions under IQAC Co-ordinator. SQAC aims to improve the academic and administrative performance of the Institution by incorporating student's perspectives in all academic matters. IQAC has a system of ensured continued excellence through regular Academic Audits, BOS meetings, Outcome Based Education, Green Audit, Examination Audit, Student Satisfaction Survey, Subject Teaching Meeting and FDPs. IQAC of St. Joseph's College of Commerce plays a significant role initiating quality measures to experience excellence in the field of higher Education.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sjcc.edu.in/aqar22-23/aqar-report-6.5.2-SubjectCoordinators.php">https://sjcc.edu.in/aqar22-23/aqar-report-6.5.2-SubjectCoordinators.php</a>

**6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)**

**A. Any 4 or all of the above**

File Description	Documents
Paste the web link of annual reports of the Institution	<a href="https://sjcc.edu.in/pdf/AnnualReport2022-2023.pdf">https://sjcc.edu.in/pdf/AnnualReport2022-2023.pdf</a>
Upload e-copies of accreditations and certification	<a href="#">View File</a>
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## **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

St. Joseph's College of Commerce (Autonomous) takes quality measures to promote gender equity. The commitment of the institution to establishing a just and equal society is reflected in its vision and mission, its core values, and the curriculum of all programmes offered by the institution. From the admission procedure followed by the institution, gender equity plays a pivotal role. In addition to the academic, cultural, and sports representatives Ladies' representatives are elected in all the classes. The institution encourages a discourse on issues

pertaining to gender and designs curriculum accordingly. The student coordinators of the Women's Forum organize programs and activities in sensitizing students about gender. The Forum also provides a space for girl students to voice out their concerns. An important way in which students become part of the management of the institution is by participating in the Open House conducted for the students. Various programs are organized by the forum to help the students recognize their innate abilities and articulate their thoughts and ideas. Events like Eve's Day - "Embrace, Enrich, Empower", Nail Art workshop, Bake- along, Odd or Eve, Seminar on Women and Finance are a few such events among others that promote gender equality and gender acceptance. Dr. Akkai Padmashali, a renowned transgender, founder of Ondede , and Ms. Shreya Krishnan, Vice President, Aon India Insurance were invited to inspire the young minds this year.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sjcc.edu.in/aqar22-23/pdf/7.1.1-genderequity.pdf">https://sjcc.edu.in/aqar22-23/pdf/7.1.1-genderequity.pdf</a>

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

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

Segregation of degradable and non-degradable waste is carried out as per the Waste Management policy drafted by the institution. Separate bins are used for collection of wet and dry waste at strategic locations. The wet waste is further used in vermicomposting and dry waste is recycled and excess is distributed to BBMP. The Eco Club frequently inspects the processes and organizes several programs sensitizing students

about the care for common home through green practices. At the end of the semester one sided papers (used ones) are collected from various departments and is used for paper work. The Examination Department has implemented the use of cloth bags (blue) instead of paper bags for packing answer scripts. Special bags have been designed specifically to pack question papers. Used answer scripts are sent for recycling. Non-biodegradable wastes such as tetra packs and pet bottles are recycled. Every year a sum of 15 to 20 kgs of e-waste gets recycled in the institution. Electronic devices that are repaired and are in a position to be re-used are given to under privileged schools. H The food-waste convertor system installed in the institution uses the biodegradable waste and converts it into concentrated natural fertilizer. This is then left for composting to be used later as manure for plants and trees in the college campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

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

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered**

A. Any 4 or All of the above

<b>vehicles</b> <b>3. Pedestrian-friendly pathways</b> <b>4. Ban on use of plastic</b> <b>5. Landscaping</b>	
File Description	Documents
Geotagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded
<b>7.1.6 - Quality audits on environment and energy undertaken by the institution</b>	
<b>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</b>  <b>1. Green audit</b> <b>2. Energy audit</b> <b>3. Environment audit</b> <b>4. Clean and green campus recognitions/awards</b> <b>5. Beyond the campus environmental promotional activities</b>	C. Any 2 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
<b>7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards</b>	A. Any 4 or all of the above

**and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.**

File Description	Documents
Geotagged photographs / videos of facilities	<a href="#">View File</a>
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

St. Joseph's College of Commerce (Autonomous) ensures equal access to educational spaces for students irrespective of their economic and cultural backgrounds. The staff and student community are from all the states across the country with regional and linguistic diversities. The institution promotes an inclusive environment on campus through various initiatives. The admission policy attempts to make top-class learning opportunities available to students from disadvantaged and underprivileged sections. Harmony Club, Equal opportunity Centre, Centre for Social Action, Youth for Democracy, Kannada Sangha, NSS, Hindi Parishad and other associations organize programs that promote an inclusive environment celebrating diversity. Some of the significant events conducted this year. "Visit to Karnataka Chitra Kala Parishad", "Antaranga", "Kannada Rajyotsava", by Kannada Sangha, "Being the Other", a documentary screening and panel discussion titled "Religion, Choice, and the Law in India" by CSA. The college makes tremendous efforts to observe and celebrate national and international days, events, and festivals throughout the year to promote tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>

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

Sensitization of students of the Institution to the constitutional obligations is done through the curriculum as well as through extra-curricular activities. The college offers open electives that focuses on Human rights, Environmental concern, Sustainability, Constitutional Obligation and moulds young minds to become socially responsible citizens. Faculty and students are encouraged to participate in workshops, seminars, and conferences organized by other institutions on the theme of constitutional values and democracy. Associations like AICUF, CSA (Centre for social action), Youth for Democracy, Harmony Club, NSS, Eco Club, Rotaract, Hashmi Theatre Forum, Kannada Sangha, and E-Cell celebrate important events such as the Karnataka Rajyotsava Day, Independence Day, Republic Day, and World Human Rights Day. Renowned speakers, distinguished alumni, civil servants, entrepreneurs, activists, environmentalists, journalists, and leaders are invited to address the students and motivate them to reach greater heights. The preamble of the constitution is displayed in the college campus to create awareness about the fundamental rights, and principles and to promote a feeling of brotherhood and unity among the citizens to build a great nation. Students are also encouraged to voice out for the voiceless, and walk with the marginalized. Guest lectures, webinars, competitions, and panel discussions are organized by various clubs and associations aiming at producing engaged, productive, and contributing citizens for building an equitable, inclusive, and plural society as envisaged by our Constitution.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.10 - The institution has a prescribed code** | A. All of the above



**of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized**

File Description	Documents
Code of Ethics - policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

Renowned speakers and leaders were invited to address the students and ignite the young minds to become agents of change in society. Birth/death anniversaries of national leaders are commemorated through activities like seminars, talks, street plays, cleaning drives, screening of movies and cultural programs. Activities organized on these special days would develop among the students a deep sense of respect towards the fundamental duties and constitutional values. Associations like AICUF, CSA (Centre for social action), Youth for Democracy, Harmony Club, NSS, Eco Club, Rotaract, Hashmi Theatre Forum, Kannada Sangha, and E-Cell celebrate important events such as the Karnataka Rajyotsava Day, Independence Day, Republic Day, and World Human Rights Day. Renowned speakers, distinguished alumni, civil servants, entrepreneurs, activists, environmentalists, journalists, and leaders are invited to address the students and motivate them to reach greater heights. St. Joseph's College of Commerce is one of the premier institutions of higher education in India. The institution aims to prepare men and women for others who are academically accomplished, emotionally balanced,

morally upright, socially responsible, ecologically sensitive, and professionally dedicated. The college makes tremendous efforts to observe and celebrate national and international days, events, and festivals throughout the year.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<a href="#">View File</a>
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

### The Context

The institution has made a conscious effort to broaden the students' educational experience by providing them with holistic education, comprising of critical thinking ability, in-depth understanding of the subjects and the real world, ethical decisionmaking skills, effective communication, creative and imaginative thinking skills, sensitivity towards society and a commitment to serve the people in need. The students are encouraged to take up leadership for challenging initiatives and develop the skills necessary to meet these challenges.

### Objectives of the Practice

To provide holistic education to the students To develop a curriculum that offers a wide variety of choice in terms of specializations To offer appropriate support for students to explore and innovate in their chosen fields To create an atmosphere conducive for developing leadership skills To provide the necessary exposure to industry, professional bodies, international academia and other organizations.

File Description	Documents
Best practices in the Institutional website	<a href="https://sjcc.edu.in/igac-best-practices.php">https://sjcc.edu.in/igac-best-practices.php</a>
Any other relevant information	<a href="https://sjcc.edu.in/AQAR22-23/aqar-report-7.2.1-institutional.php">https://sjcc.edu.in/AQAR22-23/aqar-report-7.2.1-institutional.php</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

**Institutional Distinctiveness - Bembala** In alignment with the Jesuit Higher Education purposes, the University Grants Commission, the Highest Education Authority in India, has recognized the relevance and importance of the purpose and practice of 'Extension' as integral to the process of learning. Bembala is a Community Outreach Programme designed for students of all institutions under Bangalore Jesuit Educational Society (BJES), initiated to realize the Jesuit Vision of life and education. The outreach programme consists of awareness building exercises, cleanliness drives, campaigns for social causes, social visits, and rural visits. Bembala team organized several social visits to old age homes, orphanages and government schools, cleanliness drives in schools, Traffic awareness drive are some of the programs. Bembala Department organizes social visits throughout the academic year. The visits allow students to participate in community outreach activities and develop a sense of commitment to work towards the welfare of the marginalized communities.

**Interdisciplinary Approach** An interdisciplinary nature is imperative to any curricular's framework. Students pursuing both Commerce and Business Administration Programmes at SJCC are expected to complete certain number of Core Papers in their respective field of study. Apart from the Core Papers, students are offered open elective papers from other fields of study, including Theatre, Arts and Literature. This offers students an opportunity to familiarize themselves with different fields of study to understand the world around in a better manner. Some of the Core Papers have been redesigned as interdisciplinary papers to enrich the understanding of different subjects.

File Description	Documents
Appropriate link in the institutional website	<a href="https://sjcc.edu.in/pdf/Institutions_Best_Practices.pdf">https://sjcc.edu.in/pdf/Institutions_Best_Practices.pdf</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

1. The institution intends to register for the National Academic Depository (NAD) in order to establish a student academic repository in accordance with the National Education Policy (NEP). This initiative aims to enable students to redeem their credits for certificate, diploma, or degree programmes in accordance with established norms, while also facilitating unrestricted mobility within the nation.
2. The proposed course of action for organising the NAAC Sponsored National Conference on Innovation and Quality Enhancement in Higher Education Institutions within the framework of the National Education Policy-2020.
3. Enhanced amount of seed money for Research
4. The IQAC team has been expanded in accordance with the NAAC Criterion.
5. The enhancement of the automation process for document retrieval in Enterprise Resource Planning (ERP) systems.
6. The introduction of interdisciplinary courses and skill-based open electives in the first and second year undergraduate curriculum has been mandated by the NEP regulation for the undergraduate departments of B.A , B.Sc., B Com and BBA.
7. Perform the IT and Green Audit for the forthcoming year as a component of the routine, and periodic audit.
8. Faculty Academic Performance Indicators (FAPI) has been introduced.