



## **St. Joseph's College of Commerce (Autonomous)**

Affiliated to Bengaluru City University

Accredited with A++ Grade by NAAC in 4<sup>th</sup> Cycle (CGPA of 3.57/4)

College with Potential for Excellence (CPE)

Ranked 93<sup>rd</sup> in NIRF 2022 by the Ministry of Education, Government of India

#163, Brigade Road, Bengaluru - 560025, Karnataka, India

## **AQAR: 2021-2022**

### **6.5.2 Internal Quality Assurance System**

## Internal Quality Assurance Cell (IQAC)



**Annual Report  
2021-22**

Blue Chip 2021-22



## IQAC



### Internal Quality Assurance Cell (IQAC)

The Internal Quality Assurance Cell (IQAC) of St. Joseph's College of Commerce (Autonomous) ensures that all the academic activities conducted on campus adhere to the established policies of the institution and all the other agencies and academic bodies under the state and central bodies. The Cell also offers support to all the departments in the college in academic matters — specifically with regard to meeting the expected level of excellence. It functions with a view to raise the benchmarks in the educational practices of the institution by applying numerous time-tested pedagogical approaches that offer ample scope to the instructors and learners to go beyond classroom learning and conventional learning practices. The Cell also plays a central role in introducing initiatives that cater to the holistic development of the student community, focusing primarily on quality enhancement in teaching, learning, evaluation, research, extension and consultancy activities.

### Autonomy Status Extension

This academic year SJCC applied for the extension of its autonomous status. The A++ grade with a CGPA of 3.57 was 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.

### Participation in Rankings

SJCC successfully completed the AQAR submission procedure by 24th February 2022. The college submitted details of academic activities conducted during this academic year to several top-notch college ranking frameworks i.e., ARIIA, NIRF — set up by the Ministry of Education, India, and submitted the report to AISHE portal on 18th February 2022. Also, the institution submitted the data for the surveys conducted by India Today and The Week Hansa.

### Feedback

IQAC, through a structured feedback mechanism, annually collects the feedback from various stakeholders of the institution — teachers, students, employers, alumni and parents. Feedback from the aforementioned stakeholders and the subsequent actions taken play a significant role in improving the quality of the practices followed in the institution, and are instrumental in developing the plan of action for the upcoming academic year. The Cell submitted a detailed report to the Principal's Office after analyzing the feedback.

The Parent Teacher meeting for the first year B. Com and BBA students was held on campus on 26th February, 2022. Also, the class mentors organized virtual meetings with parents/guardians who could not attend the Parent Teacher Meeting in person.

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#### Open House 2021-22

The Open House is a forum which is conducted by the IQAC at the end of every Academic year to collect feedback from the students. Student representatives from all classes and associations of the undergraduate and postgraduate programmes attended the 2021-2022 Open House. It was conducted on 9th May 2022 in three batches at 10 am and 11: 30 am for the first and second batch students. The Open House for the members of the Women's Forum was held on 10th May at 11 am. Around 180 students attended the Open House.

The Open House discussions were conducted on the basis of the parameters mentioned below:

- Curriculum development of the college
- Teaching and learning methods, specifically tools, syllabus completion and course structure
- Learning and evaluation process
- Infrastructural facilities, such as WIFI connection, ICT tools used in classrooms, cafeteria, computer labs, and washrooms
- Feedback on co curricular and extracurricular activities
- Placement facilities

#### PARAMARSH

Paramarsh is the UGC scheme for mentoring NAAC Accreditation aspirant institutions to promote quality assurance in Higher Education. SJCC was identified as a mentor institution under this scheme and the college had adopted 6 mentee institutions under the PARAMARSH scheme. This academic year, faculty members and students from St. Joseph's College, Hassan (mentee institution) visited SJCC campus from 7th to 14th September 2021 to understand the student support practices and extension activities. Faculty members from Loyola College, Manvi, (mentee institution) stayed at SJCC for a period of two weeks from 23rd August to 4th of September 2021 to learn the complete process of NAAC, the best practices and research activities of the institution. The extension approved for the scheme under



PARAMARSH ended on 30th September, 2021. The college successfully completed the requirements of the scheme and assisted the six mentee institutions in implementing several best practices.

#### International Virtual Conference on 'Enhancing Teaching Competencies through Professional Ethics'

IQAC of SJCC organized a 2 Day International Virtual Conference on 'Enhancing Teaching Competencies through Professional Ethics' (ETCP 2021) on 7th and 8th October, 2021. The conference was a maiden academic interface, collaboratively organized by the institution and Globethics.net Foundation, headquartered in Geneva, Switzerland, after signing a Cooperation Agreement this year. Globethics.net is an international organization committed to furthering its vision of ethics in higher education and provides a unique platform for knowledge sharing.

Dr. Charles Lasrado SJ, Principal, welcomed the participants. Rev. Dr. Jose Nandhikkara, National Director, Globethics.net India spoke about the necessity of making learning accessible, besides touching upon the four pillars of learning. Prof. Goh Kim Chuan, former faculty member at the University of Science, Penang Malaysia, University of Brunei and National Institute of Education, Nanyang Technological University, Singapore, was the Keynote Speaker. He reflected on the assessment levels of knowledge application and the need for HEIs to inculcate practices of knowledge dissemination blended with ethical values. Dr. Ignace Haaz, Programme Executive Online Ethics Library, Publication Manager, Globethics.net Geneva, Switzerland introduced the unique resources available at Globethics and acquainted the audience on how the resources could be accessed to optimize their efficacies as teachers and knowledge facilitators.

The first speaker for the second day Dr. Joye James SJ, Secretary, Jesuit Higher Education, South Asia emphasized on the need for the teachers to prioritize the emotional well-being of the students. Dr. John Methuselah, faculty member at the Adikavi Nannaya University, Rajahmundry, AP focused on the role of the educators in propagating ethical code in the society, and critically examined the violation of ethics in the academic world. Ms. Christine Housel, in-charge, Donor Relations and Strategic Partnership, Gloebthics.net, Geneva, Switzerland accentuated the need for a holistic approach to ethics, especially within the context of higher education.

The paper presentations in the conference converged on ethical values in higher education emerging from an array of research based on adult education, interpretation of ethics in contemporary narratives, the implications of the

BOARD OF STUDIES

Blue Chip 2021-22



Curricular Aspects



**Programmes Offered**

The Institution is committed to equipping students with Commerce and Business Administration education that instils in them, an ability to understand and interact with the business world and provide them with skills required to excel in the domain of Business and Commerce. The following are the programmes offered by the college:

**I. Undergraduate Programmes (Three- Year)**

- a. Bachelors in Commerce (B. Com)
- b. B.Com (BPM- Industry Integrated)
- c. B.Com (Travel and Tourism)
- d. B.Com (Professional - International Accounting & Finance)
- e. B.Com (Analytics)
- f. B.Com (Professional – Strategic Finance)
- g. Bachelor of Business Administration (BBA)
- h. BBA (Entrepreneurship)
- i. BBA (Professional – Finance and Accountancy)

**II. Postgraduate Programmes (Two- Year)**

- a. M.Com (Finance and Taxation/ Marketing & Analytics)
- b. M.Com (International Business)
- c. M.Com (Financial Analysis)

**III. Postgraduate Diploma**

- a. PGD (Business Administration)
- b. PGD (Human Resource management)
- c. PGD (Marketing management)
- d. PGD (Tourism Management)
- e. PGD (Financial Management)
- f. PGD (International Business)
- g. PGD (Capital & Commodity Markets)

**New Programmes**

The institution is planning to introduce two new programmes in the upcoming academic year i.e., 2022-2023:

- a. B.A. English (Hons) with Psychology as Minor Discipline
- b. B.Sc Economics (Hons) with Psychology as Minor Discipline

**Curriculum Design and Development**

The curriculum is designed keeping in mind the Jesuit values of education and the mission of the college. Outcome Based Education model synthesizes the teaching and research experience of the faculty. The Choice Based Credit System and the newly introduced NEP Curriculum allows students to acquire knowledge across disciplines.

**Boards of Studies Department of Commerce**

The Board of Studies for B.Com was held on 11th October 2021 for the odd semester and on 22nd March, 2022 for the even semester. The members of the Board discussed various changes to the Programme Matrix including the introduction of Research Project and internship in the final semester and distribution of credits across the 8 semesters. These changes were introduced as part of the implementation of the National Education Policy 2020. The members also discussed the various aspects pertaining to the new courses, Open Electives, and other courses.

**Courses passed/ New courses introduced.**

- 1. B.Com (Regular) Semester I – Business Economics
- B.Com (Travel and Tourism) Semester II - Geography and Transport in Travel Planning

Courses passed in the BoS	38
New Courses Introduced	38
Open Elective Courses introduced	32

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Skill Based Courses Introduced	28
Vocational Enhancement Courses Introduced	21

M.Com (Financial Analysis)	P5 22 MC 301	Legislation & Compliance
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**Department of Business Administration**

The Department of Business Administration has been very proactive in accommodating the emerging trends in the curriculum, and facilitating diversity and flexibility. The curriculum has been designed keeping in mind the Programme Objectives, Course Objectives, Course Outcomes and Programme Outcomes. The enriched curriculum facilitates innovative teaching and evaluation, interdisciplinary learning, technology-based learning, research-based learning and skill development. The Board of Studies Meeting of the Department of Business Administration was held on Tuesday, 12th October, 2021 for the odd semester, and the even semester Board of Studies meeting was organized on 24th March 2022.

Courses passed in the BoS	33
New Courses Introduced	33
Open Elective Courses introduced	32
Skill Based Courses Introduced	17
Vocational Enhancement Courses Introduced	21

**Postgraduate Department**

The Postgraduate Department strives to be on par with the latest trends in the industry by regularly restructuring its innovative and flexible curriculum. The Board of Studies (BoS) is the forum where academic matters are discussed and deliberated. The BoS is composed of university nominees, subject experts, industry experts, alumni, student representatives and internal faculty members. After the fruitful deliberations at the board of studies, the proposed recommendations were presented to the Academic Council for ratification and approval. The Department revised two courses in the programme matrix of M.Com Financial Analysis and one course in M.Com International Business. The recommended changes were approved in two Board of Studies meetings held during the academic year 2021-2022. The BoS meetings were conducted on 7th October, 2021 for the odd semester and on 24th March, 2022 for the even semester.

**List of courses passed in BoS and approved in Academic Council Meetings 2021-22**

Programme	Course Code	Course Title
M.Com (International Business)	P422 MC 102	Accounting for Decision Making
	P5 22 MC 101	Corporate Tax Planning & Law Company

**Department of English**

The Board of Studies meeting for the department of English was held on 12th October 2021 for the odd semester and on 29 March, 2022 for the even semester. The Board discussed and approved the proposed BA English Honors Programme under the NEP 2020 scheme. The Department introduced two new courses namely, 'Interpreting Literary Texts' for the second semester of B.Com General English and 'Debates in the History of Ideas-II: Business, Politics & Technology' for the fourth semester of B.Com General English. The Board discussed and approved both the courses. Apart from the BA English (Hons) Programme and two General English Courses, the Board discussed and approved 9 Open Elective courses and 6 Skill Enhancement courses. The internal and external assessment ratio will be 40:60 in compliance with the NEP mandate.

**Open Elective courses offered by the Department of English**

1. Senses of Cinema - An Introduction to Film Criticism
2. Media Technology and Society – Knowledge and Experience in the Age of Automation and Information
3. Cricket and Media – Representation of Cricket in Media
4. Stories as Therapy – The Healing Power of Narratives
5. Ethnic Conflict – The South Asian Experience
6. Rereading Epic Narratives
7. Cinema Gender and Society
8. An Invitation to the Pleasures of Critical Thinking: Dimensions of Truth, Reality, Existence and Knowledge
9. Warring with Words – The Art of Argumentation & Creative Thinking.

**Department of Kannada**

The Board of Studies meeting of the Department of Kannada was conducted on 8 October 2021 for the odd semester and on 18 March, 2022 for the even semester. The Board members held discussions on the impact of NEP on undergraduate courses in Kannada. Possibilities of including texts that explore the question of identities, socio-political issues, challenges faced by Indian languages and issues of national importance. The Board also approved the syllabus for Functional Kannada to be taught to the NEP batch. The third and fourth semester syllabi were revised extensively to include text from diverse genres. Special emphasis was given to audio and visual texts, folk and film texts, travelogues, and texts on regionality, gender equality and challenges faced by the Kannada language.

**Department of Hindi**

The Board of Studies meeting of the Department of Hindi was held on 1st October 2021. The Board approved the changes recommended by the members in the syllabus of the courses offered to students of B.Com and BBA. The changes were made in the light of NEP with emphasis on Hindi IT Tools as an embedded applicative unit within the course structure

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under skill-based components. The students will have hands-on experience using Hindi IT tools. In addition, as per the NEP committee recommendations, Open Electives for the first semester and second semester of B.Com & BBA will be introduced. In the first semester Communicative Hindi will commence, and in the second semester Globalization & Hindi Literature will be introduced as per the NEP curriculum model. Also, in the first semester a basic Functional Hindi will be proposed to students who are interested to learn Hindi, especially for non-Hindi students. The internal and external assessment ratio will be 40:60 in compliance with the NEP mandate.

**Outcome Based Education**

The Institution follows the Outcome Based Education (OBE) model of learning that has created the space for the institution to redesign its curriculum, teaching-learning process and assessment. In order to create an outcome-based curriculum, the institution's specific Programme Education Objectives (PEOs) were first designed. These objectives led to the development of Programme Learning Outcomes (PLOs). Programme Education Objectives and the Programme Learning Outcomes form the base for the development of the curriculum containing multiple courses, each with specific objectives. Course Objectives help in deriving the Course Learning Outcomes (CLOs), the competencies required and indicators of the same. At SJCC, the Programme Educational Objectives, Programme Learning Outcomes, Course Objectives, Course Learning Outcomes, competencies and its indicators are aligned with the vision and mission of the institution.

The OBE Committee of SJCC redesigned the OBE Framework in compliance with the directives recommended by the National Education Policy 2020. 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 according to the New OBE Framework. The new Outcome Based Education

framework comprises 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 syllabuses of the courses pertaining to all NEP batches along with the teaching-learning practices and assessment methods in alignment with the revised OBE Framework.

**Interdisciplinary Approach**

SJCC aims to find new ways to expand the horizons of knowledge through innovative teaching-learning practices. An interdisciplinary nature is imperative to any curricular's framework. Students pursuing both Commerce and Business Administration Programmes at SJCC are expected to complete a 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 them in a better manner. Some of the Core Papers have been redesigned as interdisciplinary papers to enrich the understanding of different subjects, like the way the Business Ethics paper is designed — in this Paper concepts related to ethics in the field of business and commerce are discussed through literature. The students feedback suggests that this practice helps students in understanding the concepts and also to involve actively in the learning process.

**Practice Orientation**

The industry demands skilled professionals who can adapt easily to the dynamic work environment. Classroom teaching equips students with the necessary conceptual skills. The procedural skills are required in the field of commerce, and to get an exposure to the industry practices. In this regard, the practice orientation for industry is introduced into the curriculum, in a phased manner, spread across the entire Programme. In the first and the second academic years,



Brunei and National Institute of Education, Nanyang Technological University, Singapore, was the Keynote Speaker. He reflected on the assessment levels of knowledge application and the need for HEIs to inculcate practices of knowledge dissemination blended with ethical values. Dr. Ignace Haaz, Programme Executive Online Ethics Library, Publication Manager, Globethics.net Geneva, Switzerland introduced the unique resources available at Globethics and acquainted the audience on how the resources could be accessed to optimize their efficacies as teachers and knowledge facilitators.

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The paper presentations in the conference converged on ethical values in higher education emerging from an array of researches based on adult education, interpretation of ethics in contemporary narratives, the implications of the National Education Policy-2020 to maximising well-being and happiness for learners and educators.

The conference received 708 registrations from across the globe including Kenya, Saudi

Sharjah, Croatia, Singapore, Malaysia and India.

#### **IQAC also completed the following activities in the academic year 2021-2022:**

- a) IQAC conducted the Student Satisfaction Survey for the academic year 2020-2021 in November 2021.
- b) The staff evaluation by students for the odd semester was carried out between 18th and 23rd of February 2022.
- c) A survey was conducted on student progression across all programmes between 28th October and 15th November 2021.
- d) Staff feedback was collected as part of the biannual review process.
- e) The feedback on the curriculum was initiated by the IQAC, along with the HODs in the Subject Teacher Meeting and the Pre-BoS meetings, which helped in revising courses that required changes.

#### **Faculty Development Programmes**

- a) With a view to encourage research interest among the faculty members, IQAC and Innovation & Incubation Centre of SJCC in collaboration with the Centre for Intellectual Property Rights & Advocacy (CIPRA), National Law School of India organized a National Level Workshop on 'Intellectual Property Rights for Commerce and Management Institutions' in July 2022.
- b) IQAC initiated an FDP on international affairs titled "War and Peace in Czar's Land: Russia Ukraine Conflict." This interactive session was steered by Dr. Olyin Viegas, SJ on 28th February 2022.

**ACADEMIC AND EXAMINATION AUDITS****Functions:**

- a. To ensure equity and equal opportunity to the community at large in the College and bring about social inclusion.
- b. To create a socially congenial atmosphere for academic interaction and for the growth of healthy interpersonal relationships among the students coming from various social backgrounds.
- c. To look into the grievances of the weaker section of society and suggest amicable solution to their problems.

**Advisory Committee**

1. Dr. Shubhra Rahul – Adviser
2. Ms. Imsusangla A. O – Member
3. Ms. Rency Balaraj – Member
4. Mr. Gladson J – Member

**e) Academic Audit Committee**

The mission of this committee is to promote greater accountability of all the departments of the Institution by undertaking the audit of the institution's system of internal policies, procedures and controls, evaluates, monitors compliances and reports in a timely manner in accordance with applicable regulatory obligations. The Conduct of Quality Circle Meetings and action taken reports will be a part of the reasonability. The Committee Constructs work plan of the internal audit function after due approval from TQM body and reports on the result of the internal audit's work. The audit of timely submission of Question papers from departmental faculties along with answer sheets of the continuous assessment, including auditing the steps taken for slow learners or non-performers, and the steps taken for professional development. The committee meets twice in a semester with the TQM to discuss any issues arising from the Committee's responsibility.

**Academic Audit Committee:**

1. Ms. Muktha – Coordinator
2. Ms. Nancy Christina – Member
3. Dr. Anusuya Paul – Member
4. Mr. Dileep Kumar Shetty – Member



04/04/2022

**TWENTY FOURTH ACADEMIC COUNCIL MEETING**

**NOTICE**

The Twenty Fourth meeting of the Academic Council of **St. Joseph's College of Commerce (Autonomous), Bengaluru** will be held on **Monday 25<sup>th</sup> April 2022 at 2.30 p.m. in the College Board Room.** You are requested to attend.

**AGENDA**

1. To confirm of the minutes of the Twenty Third Academic Council meeting held on 25.10 2021.
2. To consider and approve the proposals forwarded by the Boards of Studies (BoS)
3. To approve the results of the end semester examinations of the UG & PG programmes for the odd semester of the academic year 2021-22 and to review the examination report.
4. To approve the list of examiners for End Semester examinations of undergraduate and postgraduate programs 2021-2022
5. To ratify changes in the question paper pattern for UG programmes (NEP Batch) for the academic year 2021-2022 and onwards.
6. To approve the Calendar of Events for the academic year 2022– 2023
7. To consider the academic updates of the Institution.
8. Table agenda.
9. Any other matter with the permission of the Chair.



Dr. Charles Lasrado, SJ  
Principal



## Examination and Evaluation



The year 2021-2022 was a year filled with a lot of uncertainties due to Covid-19 with offline and online mode of classes. Only after February 2022 the regular offline classes resumed.

Performance in examinations continues to be a fundamental aspect of every student's academic life. Hence, St. Joseph's College of Commerce attributes considerable significance to the examination and evaluation process. Considering this, the Examination Department at St. Joseph's College of Commerce convened a series of meetings with the Exam Committee, the Total Quality Management Committee, and various other stakeholders. These meetings were instrumental in conducting the examinations in a hassle-free manner. The Department also organized an orientation session for students in order to familiarize them with the rules & regulations that need to be followed during the End Semester Examination.

### Exam Department External Audit Report 2022

An External Audit of the Exam Department was organized by the IQAC on 22<sup>nd</sup> January, 2022. Dr. N. Arun Nagendran, former Controller of Examinations and IQAC Coordinator, Thiagarajar College, Autonomous, Madurai, and Professor Vijay Kumar, Controller of Examination, Sri Ramakrishna College of Arts and Science, Autonomous, Coimbatore were the members of the Audit Team. The suggestions and recommendations given by the Audit Team were scrutinized by the Examination Department, and the necessary actions were initiated.

### New initiative 2021-2022: Summa Cum Laude and Magna Cum Laude Certificates

It has been observed that there is a constant increase in the number of students applying to the foreign universities. Most of the premier universities abroad expect students to produce evidence to prove that they figured under top 10% in the Undergraduate Examination. Considering this point, the Exam Department designed special certificates similar to the Latin Honors Summa Cum Laude and Magna Cum Laude. Summa Cum Laude certificates are awarded to the top three students in the Undergraduate Examination and Magna Cum Laude to students who are placed within the top 10% category.

This initiative will be applicable to all batches of UG&PG students from the academic year 2019 and 2020 based on their total CGPA.

### The End Semester Examination

The Odd Semester Examinations were conducted in two phases.

#### First Phase

The first phase of the End Semester Examination (ESE) was conducted for B.Com and BBA Undergraduate and Postgraduate programmes from 2<sup>nd</sup> to 15<sup>th</sup> December 2021. However, exams were not conducted for the first-year students of all the NEP Undergraduate batches as the commencement of classes was delayed.