Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**ST. JOSEPH'S COLLEGE**
Name of the head of the Institution	**SEBASTIAN OUSEPPARAMPIL**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03702231009**
Mobile no.	**9436437544**
Registered Email	**STJOSEPHC@GMAIL.COM**
Alternate Email	**frouseyseb@gmail.com**
Address	**POST BOX NO. 39 KOHIMA NAGALND 797001**
City/Town	**KOHIMA**
State/UT	**Nagaland**
Pincode	**797001**

2. Institutional Status

Autonomous Status (Provide date of Conformant of Autonomous Status)	**11-Oct-2018**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Saju Mathew**
Phone no/Alternate Phone no.	**03702231009**
Mobile no.	**9436070071**
Registered Email	**STJOSEPHC@GMAIL.COM**
Alternate Email	**sajumathew22@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.stjosephjakhama.ac.in/iqac/

4. Whether Academic Calendar prepared during the year

Yes

if yes,whether it is uploaded in the institutional website: Weblink :	http://www.stjosephjakhama.ac.in/academic-calendar/

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
2	**B**	**2.74**	**2011**	**08-Jan-2011**	**07-Jan-2016**
3	**A**	**3.12**	**2018**	**04-Dec-2018**	**31-Dec-2023**
1	**B**	**71.00**	**2005**	**28-Feb-2005**	**28-Feb-2010**

6. Date of Establishment of IQAC

01-Apr-2004

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Organized National Seminar	23-Nov-2018 3	150
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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**1**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

National Seminar was organized

Orientation Programme on Career Progression in Social work was organized

Orientation Programme on Career Progression in Management was organized

Cultural Festival (Spring Fest) was organized

Orientation Programme for teachers was organized

View File

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

Plan of Action	Achievements/Outcomes
Internal Quality Assurance Cell (IQAC) Action plan 20182019 1. The systematic management of waste in the college campus. 2. To conduct orientation programme for teachers on mentoring of students. 3. To fix solar lights in the campus. 4. To organize National Seminar. 5. To organize Career advancement/ guidance programme for students. 6. To organize Cultural festivals in the college. 7. Completion of the ground floor of the PG Block. 8. To encourage and support Teachers to do Ph.D.	Achievements 1. A person incharge was appointed to take care of the proper disposal of the waste in the campus 2. Career advancement programmes on management and social work was organized on 5th March and 14th march 2019. 3. A number of Solar Lamps were fixed in the campus for lighting the campus. 4. College organized 3 days National Seminar on Indias NorthEast, A Celebration of (Indigenous) Culture: A Phenomenological Approach, sponsored by UGC, ICSSR and ICPR from 23rd to 25th November,2018. All the faculty members of the college and a number of scholars and teachers from outside the college attended the seminar. 5. Cultural festival named Spring Fest was organized to encourage and boost the indigenous culture and art of the people of the region on 8th and 9th March, 2018. During the festival competition was conducted on cultural dance of the various tribes and other cultural events. 6. The construction of the PG Block is in progress.

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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	17-Jun-2018
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	08-Feb-2019
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development			
1.1.1 – Programmes for which syllabus revision was carried out during the Academic year			
Name of Programme	Programme Code	Programme Specialization	Date of Revision
No Data Entered/Not Applicable !!!			
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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				
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1.2 – Academic Flexibility		
1.2.1 – New programmes/courses introduced during the Academic year		
Programme/Course	Programme Specialization	Dates of Introduction
MA	English	01/08/2018
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment		
1.3.1 – Value-added courses imparting transferable and life skills offered during the year		
Value Added Courses	Date of Introduction	Number of Students Enrolled
Certificate Course in Excel and Tally	15/10/2018	45
View File		

1.3.2 – Field Projects / Internships under taken during the year		
Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	Management	27
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1.4 – Feedback System	
1.4.1 – Whether structured feedback received from all the stakeholders.	
Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
Every student in a class is asked to fill up a structured questionnaire to evaluate the teaching learning process and assess the subject teacher. The feedback is processed with the help of the computer and the feedback on each teacher is communicated to the concerned teacher by the principal personally. This feedback enables the teacher to be aware of oneself and to take necessary corrective measures in the teaching learning process.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	**Economics, Education. English, History, Political Science, Sociology**	**960**	**955**	**889**
BCom	**Commerce**	**120**	**110**	**107**
BBA	**Management**	**55**	**60**	**54**
BSc	**Chemistry, Zoology, Botany,**	**210**	**197**	**184**
MA	**English**	**45**	**47**	**43**
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	**3543**	**43**	**84**	**3**	**87**

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
87	**87**	**54**	**54**	**2**	**2**
[View File of ICT Tools and resources]()					
[View File of E-resources and techniques used]()					

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

Students from each department are assigned to one particular teacher by the Head Of Department for mentoring in the beginning of the semester. One period in a week is assigned for mentoring. Teacher meets each student at least once in a semester.		
Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3586	87	42:1

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
87	87	0	13	2

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Economics, Education, English, History, Political Science, Sociology	2, 4 and 6	25/04/2019	07/06/2019
BCom	Commerce	2, 4 and 6	25/04/2019	07/06/2019
BBA	Management	2, 4 and 6	25/04/2019	07/06/2019
BSc	Botany, Chemistry, Zoology	2, 4 and 6	25/04/2019	07/06/2019
[View File](#)				

2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
116	3322	3.49

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the

institution are stated and displayed in website of the institution (to provide the weblink)

http://www.stjosephjakhama.ac.in

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Botany, Chemistry, Zoology	BSc	Botany, Chemistry, Zoology	121	91	75.2
Commerce	BCom	Commerce	108	82	76
Management	BBA	Management	26	26	100
General, Economics, Education, English, History, Political Science, Sociology	BA	General, Economics, Education, English, History, Political Science, Sociology	878	753	85.76

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2.7 – Student Satisfaction Survey

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

No Data Entered/Not Applicable !!!

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No
No file uploaded.

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
No Data Entered/Not Applicable !!!				
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3.2 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies

during the years

No Data Entered/Not Applicable !!!

3.3 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		
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3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Economics	**1**

3.4.2 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Political Science	**3**
English	**2**
Economics	**1**
[View File](#)	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			
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3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	87	0	0
Presented papers	0	4	0	0
View File				

3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.6 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Blood Donation Camp	Blood bank, Naga Hospital	2	55
SWACH BHARAT DAY 2018	Nagaland State Government	2	70
View File			

3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies

during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
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3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Blood Donation Camp	RRC in Colaboration with Blood bank, Naga Hospita	Blood Donation	2	55
SWACH BHARAT DAY 2018	Nagaland State Government	Clenliness Drive	2	70
[View File](#)				

3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development

273.49	469.71

4.1.2 – Details of augmentation in infrastructure facilities during the year	
Facilities	Existing or Newly Added
Campus Area	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL 2.0	Partially	2.0	2004

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Journals	60	122592	0	0	60	122592
e-Journals	14	55312	0	0	14	55312

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	137	2	1	1	2	0	11	0	0
Added	4	1	0	0	1	0	0	0	0
Total	141	3	1	1	3	0	11	0	0

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

No Data Entered/Not Applicable !!!

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
122.9	164.67	273.49	469.71

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

Procedures and Policies for maintaining and utilizing the physical and Academic and Support Facilities The Financial Administrator of the College is directly responsible for maintaining the physical and Academic and Support Facilities of the College. Teachers/ Person in-charge of the Library, Laboratory, sports Complex Computers etc. will do the daily up keeping of the same and any requirements of maintenance of the same will be informed to the administrator and the administrator will see to it. If it incurs a small amount of expenditure, Financial administrator will directly take the decision and if its maintenance involves a major expenditure, Administrator will present it to the Management Board and with the approval of the Management Board of the college, necessary action will be taken. The department, Associations etc who want to use the conference hall and other facilities have to see with the Administrator about its availability and if it is not booked by others have to book in advance to avoid the clash between different users of the facility.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Poor Students Scholarship	86	794532
Financial Support from Other Sources			
a) National	Nil	0	0
b)International	Nil	0	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Language Lab	14/11/2018	160	Teachers from the Department of English
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling	Number of students who have passedin the comp. exam	Number of studentsp placed

| 2018 | UPSE/NPSE Coaching | 67 | 67 | 3 | 3 |

[View File](#)

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					

[View File](#)

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	

[View File](#)

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

Activity	Level	Number of Participants
Annual College Fest	College	3500

[View File](#)

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Activity of Student Council representation of students on academic administrative bodies/committees of the institution The students Council of the college consist of 6 Elected representatives, One each Class Representatives and Vice Class Representatives from every class and two Directors from the Staff. It is the major student body of the college. This body act as a link between the management and the students. They coordinate the various major activities of the college like sports and games, cultural activities. This body is also actively involved in maintaining the discipline in the college. The president of the Students' Council is also a member of the IQAC.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of registered Alumni:

203

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

24800

5.4.4 – Meetings/activities organized by Alumni Association :

Activities of Alumni Association, 2018-2019 1. Alumni Award (2018) for the best General Student with cash prize of Rs.10000 was given. 2. On 2nd August, 2018 organized a One day Seminar on Consumer Rights and RTI and Adv. Kezhekheto Savi was the Resource person for the same. 3. Organized a One Day Regional Workshop in Collaboration with Political Science Department of the College and ICSSR on " Impediments to Entrepreneurship Start-ups in the North- East India: An Institutional Perspective" on 31st August, 2018 Activities of Alumni Association, 2018-2019 1. Alumni Award (2018) for the best General Student with cash prize of Rs.10000 was given. 2. On 2nd August, 2018 organized a One day Seminar on Consumer Rights and RTI and Adv. Kezhekheto Savi was the Resource person for the same. 3. Organized a One Day Regional Workshop in Collaboration with Political Science Department of the College and ICSSR on " Impediments to Entrepreneurship Start-ups in the North- East India: An Institutional Perspective" on 31st August, 2018

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. Meeting of the Head of the Department was held on every month with the Principal and major policy decisions on the daily working of the college was taken in consultation with the HoDs and which was communicated to the concerned department through the Head of the department 2. Staff Meeting was held on every month and all the members of the staff were encouraged to give their suggestions and feedback on the functioning of the college during the meeting. The suggestions and feedback of the staff was taken into account in the formulation and implementation of the various policies.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Industry Interaction / Collaboration	The Department of Management and Economics conduct every year the industrial visit of the students so that the students will get exposure and get an opportunity to interact with the producers and and entrepreneurs.
Examination and Evaluation	In the college an examination committee is set up under the leader ship of the Vic-principal, in charge of Academic affairs. The committee supervise the matters concerning the internal examinations and supervise and assist in the smooth conduct of the university examination.
Teaching and Learning	Teachers are encourage to attend orientation and Refreshers Courses organized by UGC. In addition to it teachers are encouraged to attend national and state level seminars and financial incentive is given to those who have presented papers in the seminar. Every year feedback is collected from the students about each teacher by the management of the college and it is communicated to the teacher by the principal individually.
Curriculum Development	Since the college was affiliated to Nagaland University, the development of Curriculum is done by the university. However, as the college has became Autonomous in 2018, now each department has made the curriculum for the next academic year.

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

E-governace area	Details
No Data Entered/Not Applicable !!!	

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the	Title of the	From date	To Date	Number of	Number of

professional development programme organised for teaching staff	administrative training programme organised for non-teaching staff			participants (Teaching staff)	participants (non-teaching staff)
No Data Entered/Not Applicable !!!					
No file uploaded.					

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	**1**	**18/03/2019**	**07/04/2019**	**21**
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
13	**13**	**7**	**7**

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Teaching faculties are given interest free loan up to rupees one lakh for a period of one year.	**Non Teaching staff are given interest free loan for a period of one year.**	**Tuition Fee Concession**

6.4 – Financial Management and Resource Mobilization

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

St. Josephs College Jakhama (Autonomous) is an educational institution run by the Catholic Church under the umbrella of the Diocese of Kohima. Financial updates are done regularly to the parent body on a monthly basis with regards to the receipts and payments. Half yearly audit is done by the college by the accountant and submitted to the Diocese of Kohima and Diocese of Kohima does the internal audit yearly by our chartered account and submitted to the government with all the receipts and payments. All the recommendations given by the chartered accountant with regard to the financial matters are strictly adhered by the college.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Academic and Administrative Audit Committee under the Department of Higher Education, Government of Nagaland	No	
Administrative	Yes	Academic and Administrative Audit Committee under the Department of Higher Education, Government of Nagaland	No	

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

<div align="center">No Data Entered/Not Applicable !!!</div>

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

1. Teaching faculties are encouraged and supported by the college to attend UGC Refresher/ Orientation courses 2. Financial incentives are given for the presentation of papers in National seminars and publication of papers. 3. One year Study leave is granted to the teaching staff for pursuing the Ph.D

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

1. College became autonomous 2. Full pledged exam section was set up to take care of the exams under the autonomous college 3.MA Section is started

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	National Seminar was conducted	23/11/2018	23/11/2018	25/11/2018	150
2018	Orientation Programme for the teachers was	22/03/2019	22/03/2019	22/03/2019	85

organized			

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
College has Fixed a Number of Solar Lams to Light the campus at night

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
No file uploaded.							

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

1. Solar lights were fixed in different parts of the campus to light the campus at night 2. Proper Disposal of the waste in the campus 3. Plastic free zone 4. Tobacco Free Campus 5. Provided Waste bin in different locations in the campus to keep the campus clean

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Mentoring of students: Every student of the college are assigned to a

particular teacher for mentoring and the concerned teacher meet the particular student at least once in a semester and guide him her personally. 2. Morning Prayer: Every day class is started with a common prayer and a reading from the holy book. 3.Common prayer room is available in the college and the holy book of Christians, Hindus and Muslims are kept there. Student are free to go to the prayer room and and read the scripture and pray. 4. Personal Counselling: College has appointed two trained counselors (one male and one female) and every they are always available in the college at the service of the students. 5. Study Tour: Every Departments organize study tours and it gives a great opportunity for the students to visit various parts of the country, and learn about the culture, customs and practices of the people in various parts of the country. 6. Industrial Visit: Department of Management and Economics takes the students for the industrial visit which gives and immense opportunity for the students to interact with the industrialists, managers and entrepreneurs and get a first hand knowledge of the production process, marketing etc and the problems and opportunities they encounter.

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

7.3 – Institutional Distinctiveness

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

One of the main objectives of the college is to provide quality higher education to Students belonging to SCs, STs and OBCs along with other students. To meet this objective the college is established in a remote area surrounded by tribal population and 99 of the students in the collelge belong to the Scheduled Tribe population. The Proximity of the college to the tribal people enables them to get quality education at the minimum cost. College also runs three hostels for the girls and two hostels for the boys so that the students from faraway places can stay in the hostel and study at a safe and secure environment and with minimum expense. College also provides fee concession to the economically less privileged students. College has appointed a particular staff to help the students to avail the scholarship provided by the state and central government. The college was started in 1985 with Higher Secondary classes and now it has delinked the higher secondary section to foster the higher education needs specifically. The college has now six departments in Arts section at Under Graduate (UG) level and two departments at masters level, five departments at undergraduate level in science section in addition to B.Com and BBA. Now the college has attained the autonomous status and the future thrust is to start Ph.D. section and attain the state of Deemed to be university Status.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

Action plan of the IQAC, 2019-20 1. Employment and Skill Development programmes to be introduced in the academic year 2019-20. a) Diploma in Music, one year program b) Diploma in counselling psychology, one year program c) Diploma in Travel and Tourism, one year Program d) Certificate Course in Tally, Six Months Program e) Certificate Course in Cognitive Behaviour Therapy, Six Months Program f) Certificate Course in Computer Concepts, Six Months Program g) Certificate Course in Football, Six Months Program h) Certificate Course in Basket Ball, Six Months Program i) Certificate Course in Graphic Designing, Six Months Program j) Certificate Course in Employability and entrepreneurship, Six Months Program 2.

New Academic Programmes to be introduced in the academic year 2019-20 a) Master of Arts (MA), Political Science b) Master of Arts (MA), Sociology 3. Development of infrastructure and learning Resources a) Ground Floor of the PG Block under construction will be completed and the PG Section will be shifted to the new Block. b) Reception Counter will be set up and a new Public Relations officer will be appointed c) Two more Laptop will be purchased for the use of the teachers d) Creche (Baby care) to be set up in the college. e) Extension of Ave Maria Girls Hostel 4. Campus Beautification a) Plantation of 250 Orange trees b) Plantation of 50 Apple trees c) Plantation of 10 Kiwi Plants