



Yearly Status Report - 2019-2020

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/wp-content/uploads/2020/12/AQAR-REPORT-2018-19.pdf
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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. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	71.00	2005	28-Feb-2005	28-Feb-2010
2	B	3.74	2011	08-Jan-2011	07-Jan-2016
3	A	3.12	2018	04-Dec-2018	31-Dec-2023

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	Date & Duration	Number of participants/ beneficiaries

IQAC		
Workshop on Paper Evaluation for the Faculty Members.	24-Jul-2019 1	90
One day seminar.	17-Jul-2019 1	3540
Orientation Programme for the first semester students	10-Jun-2019 5	1539
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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)

Orientation Programme for the first semester students .

One Day Seminar.

Workshop on Paper Evaluation for the Faculty Members.

Cultural festival (Spring Fest)

GRADUATION DAY

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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	Achivements/Outcomes
1. Employment and Skill Development programmes to be introduced in the academic year 201920. 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	Six Courses for Employment and Skill Development was introduced
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	M.A. in Political Science and Sociology was introduced.
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	Ground Floor of the PG Block under construction was completed. And the PG Section was shifted to the new Block. Extension of Ave Maria Girls Hostel is done.
4. Campus Beautification\ a) Plantation of 250 Orange trees b) Plantation of 50 Apple trees c) Plantation of 10 Kiwi Plants	Orange trees, Apple Trees and Kiwi Plants were planted in the College Campus.

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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 ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	06-Feb-2020
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
BA	ECONOMICS, EDUCATION , ENGLISH , HISTORY, POLITICAL SCIENCE, SOCIOLOGY.	ECONOMICS HONOURS, EDUCATION HONOURS, ENGLISH HONOURS, POLITICAL SCIENCE HONOURS, SOCIOLOGY HONOURS	04/06/2019
BBA	BBA	MANAGEMENT	04/06/2019
BCom	COMMERCE	COMMERCE	04/06/2019
BSc	BOTANY, CHEMISTRY, PHYSICS, MATHEMATICS, ZOOLOGY	BOTANY HONOURS, CHEMISTRY HONOURS, PHYSICS HONOURS, MATHEMATICS HONOURS, ZOOLOGY HONOURS	04/06/2019
MA	ENGLISH, POLITICAL SCIENCE, SOCIOLOGY	ENGLISH HONOURS, POLITICAL SCIENCE HONOURS, SOCIOLOGY HONOURS.	01/08/2019

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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
PG Diploma	COMPUTER, COUNSELLING, CBT, BASKETBALL, FOOTBALL, PHOTOSHOP	30/07/2019	101	16/08/2019

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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
BSc	PHYSICS HONOURS, MATHEMATICS HONOURS	04/06/2019
MA	POLITICAL SCIENCE, SOCIOLOGY	24/07/2019

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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
BA	ECONOMICS, EDUCATION, ENGLISH, HISTORY, POLITICAL SCIENCE, SOCIOLOGY	04/06/2019
BBA	MANAGEMENT	04/06/2019
BSc	BOTANY, CHEMISTRY, PHYSICS, MATHEMATICS, ZOOLOGY	04/06/2019
MA	ENGLISH, POLITICAL SCIENCE, SOCIOLOGY	01/08/2019

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 AND DIPLOMA	30/07/2019	148

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Nil
Employers	Nil
Alumni	Nil
Parents	Nil

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
No Data Entered/Not Applicable !!!				
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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
2019	3677	168	90	9	3

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	Number of smart classrooms	E-resources and techniques used
102	102	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. Teachers meet each student at least once in a semester according to their convenience.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3845	102	37

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
102	102	Null	102	16

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
2019	MS. LUCY KAMEI	Assistant Professor	UGC- NET
2019	MS. ROSALIND NGULLIE	Assistant Professor	UGC- NET
2019	MR. LIMCHIO PATTON	Assistant Professor	UGC- NET
2019	MR. IMTIPONG LONGKUMER	Assistant Professor	UGC- NET
2019	MS. RÜKUTALÜ	Assistant Professor	UGC- NET
2019	MR. MOATANGIT	Assistant Professor	UGC- NET
2019	MR. VETO VICTOR ZHIMO	Assistant Professor	UGC- NET

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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
MA	ENGLISH, POLITICAL SCIENCE, SOCIOLOGY	1, 3	11/12/2019	15/01/2020
BSc	BOTANY, CHEMISTRY, PHYSICS, MATHEMATICS, ZOOLOGY	1, 3, 5	25/10/2019	26/11/2019
BBA	MANAGEMENT	1, 3, 5	25/10/2019	26/11/2019
BCom	COMMERCE	1, 3, 5	25/10/2019	26/11/2019
BA	ECONOMICS, EDUCATION, ENGLISH, HISTORY, POLITICAL SCIENCE, SOCIOLOGY	1, 3, 5	25/10/2019	26/11/2019

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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	Total number of students appeared	Percentage
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about evaluation	in the examination	
95	3845	2.47

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
No Data Entered/Not Applicable !!!					
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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
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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
No Data Entered/Not Applicable !!!	

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)
International	Botany	1	Nill
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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
Economics	4
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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
Nill	Nill	Nill	2020	Nill	Nill	Nill
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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	Institutional affiliation as
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					excluding self citation	mentioned in the publication
Nil	Nil	Nil	2020	Nil	Nil	Nil
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	Nil	Nil	95
Attended/Seminars/Workshops	Nil	Nil	Nil	90
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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 !!!				
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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
One hundred (100) Volunteers along with two Program Officers paid a visit to the Kohima Orphanage as Outreach Programme.	Kohima Orphanage	2	100
Three NSS Volunteers donated blood Naga Hospital, Kohima.	Collaborated with Naga Hospital, Kohima	Nil	3
World Water Day was observed on 27th March, 2019 by the NCC Girls group of the College. They visited the nearby Hosstels and	World Water Day was observed on 27th March, 2019 by the NCC Girls group of the College. They visited the nearby Hosstels and	1	20

gave talks to creat awareness about the judicious use of water and rain water harvesting	gave talks to creat awareness about the judicious use of water and rain water harvesting		
NSS Volunteers participated in the Noth East Youth Festival	NSS, Tura Megalaya	1	16
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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
Awareness Programme	Womens Forum	Awareness Programme on Women Helpline (WHL) and Sakhi- One Stop Centre was Organised by the Womens Forum under the theme Support to women facing violence within the public or private sphere at the college Indoor Stadium.	3	50
Blood Donation	NCC SJC Naga Hospital Kohima	Blood Donation: 20 cadets from St. Josephs (Autonomous) Jakhama, Participated in th Blood donation Day, with the theme- GIVE BLOOD, SAVE LIFE	2	20
World Environment Day.	NCC SJC	World Environment Day: World Environment day	1	15

		was observed with 15 cadets distributing old newspapers to the canteens in and around the college and cloth bag to the staff.		
HIV/AIDS Awareness Programme	NSS and Red Ribbon Club, SJC	HIV/AIDS Awareness Programme	3	50
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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 !!!			
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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 !!!					
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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
5000000	44358105

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 partially)	Version	Year of automation
SOUL 2.0	Partially	SOUL 2.0	2010

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
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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	8	11	5	0
Added	0	0	0	0	0	3	2	0	0
Total	137	2	1	1	2	11	13	5	0

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

5 MBPS/ GBPS

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 incurred on maintenance of physical facilities
500000	5090940	5000000	6230072

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.

<http://www.stjosephjakhama.ac.in/>

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	FEE CONCESSION	83	522680
Financial Support from Other Sources			
a) National	POST MATRIC SCHOLARSHIP, MERIT SCHOLARSHIP	3164	Nil
b) International	Nil	Nil	Nil

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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 implementation	Number of students enrolled	Agencies involved
Language Lab	04/07/2019	468	Department of English
Certificate in computer basics	30/07/2019	50	Office of the diploma and certificate courses
Certificate in Graphic Design	30/07/2020	17	Office of the diploma and certificate courses
Certificate in Basketball	30/07/2019	16	Office of the diploma and certificate courses
Certificate in Cognitive Behavior Therapy	30/07/2019	28	Office of the diploma and certificate courses

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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 activities	Number of students who have passed in the comp. exam	Number of students placed
2020	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

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
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	Nil	Nil	Nil	Nil	Nil
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
No Data Entered/Not Applicable !!!		
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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
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2020	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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) :

10000

5.4.4 – Meetings/activities organized by Alumni Association :

Activities of Alumni Association, 2019-2020 1. Alumni Award (2019) for the best General Student with cash prize of Rs.10000 was given.

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 very frequently 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
Curriculum Development	Since the college was affiliated to Nagaland University, the development of Curriculum was done by the university

till 2018 and the college was following the curriculum prepared by the university. However, as the college has become Autonomous in 2018, now each department has made the curriculum and we will follow it for the next three years. As PG section was started in Economics and History from 2020-21, the curriculum for the same was prepared in 2019 by the department and approved by the academic council of the college.

Teaching and Learning

Teachers are encouraged 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.

Examination and Evaluation

In the college an examination committee is set up under the leadership 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.

Research and Development

Teachers are encouraged to undertake the research in their concerned area of specialization. In order to encourage the teachers to undertake research, the college is providing 6 months study leave, with half pay, for the teachers to attend course work for doing Ph.D. In addition to it another one-year study leave with full/ half pay will be granted to the teachers with minimum number of years of experience in the college and with an agreement to continue in the college at least for another 5 years after the completion of the study.

Library, ICT and Physical Infrastructure / Instrumentation

The St. Joseph's College Library has an excellent modern central library, is a domain for information seekers. The library supports the college in its mission and objectives and aims to serve the academic community in the best possible way. The Library has a good collection of printed books, journals, magazines, newspapers, bounded journals, book banks etc. It

has the capacity to accommodate 100 users at a time. The library covers a floor of 3366sq ft. It is spacious, readers friendly and adequately furnished. The library has become the institutional member of National Digital Library of India (Ministry of Education, Govt. Of India) coordinated by Indian Institute of Technology, Kharagpur and N-LIST (National Library and Information Services Infrastructure for Scholarly Content). The Library provides with high speed Internet access for the users of Library with automated using upgraded SOUL 2.0 (Software for University Libraries) developed by INFLIBNET Centre Gandhinagar.

Human Resource Management

The human Resource(HR) Management in the college is directly taken care of by the management of the college and there is no separate HR section in the college. For the recruitment of the teaching staff we follow UGC norms and in case if required number of candidates are not available as per UGC criterion, staff without the required qualification may be selected with a condition that they have

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 entrepreneurs.

Admission of Students

For the Admission of the students, College make its own rules and procedures in a transparent manner. The present practice is that immediately after the declaration of the result of the qualifying examination we start the admission process. Students with first division will be admitted on first come first basis. Students who fail to secure the first division will submit their application form in the college office and the selection result will be displayed in the college website and the students who are e selected have to take the admission within the days specified and otherwise the chance will be given to the student in the waiting list.

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

E-governance 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
2020	Nill	Nill	Nill	Nill
No file uploaded.				

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 professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Nill	Nill	Nill	Nill	Nill	Nill
View File						

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
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
10	10	4	4

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>1. Teaching faculties are given interest free loan up to rupees one lakh for a period of one year. 2. Teaching faculties are given paid leave for attending Workshops, UGC Orientation/ Refresher Courses, and presenting papers in Seminars 3. Financial incentives are given for presenting</p>	<p>Non Teaching staff are given interest free loan for a period of one year.</p>	<p>Tuition Fee Concession (Fully/ partially) is given for poor students</p>

papers in National Seminars 4. One-year paid study leave is given for the completion of Ph.D. thesis

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

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	Nil	Nil	Nil
Administrative	Yes	Nil	Nil	Nil

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

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

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 in English, Political Science and Sociology was started

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Nil
c)ISO certification	Nil
d)NBA or any other quality audit	Nil

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
2020	Nil	Nil	Nil	Nil	Nil
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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 additional solar lights in the college campus to light the campus.

7.1.3 – Differently abled (Divyangjan) friendliness

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

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
2020	Nil	Nil	Nil	Nil	Nil	Nil	Nil
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
World Environment Day Celebration	05/06/2019	05/06/2019	15
World Water Day	27/02/2019	27/02/2020	20
View File			

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. Arrangements were made for the Proper Disposal of the waste in the campus.

3. College campus was declared as Plastic free zone.

4. College Campus was declared as Tobacco Free Campus.

5. Provided Waste bin in different locations in the campus of the college 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 students assigned under his/ her care 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. Students are free to visit the prayer room and read the scripture and have personal prayer. 4. Personal Counselling: College has appointed two trained counselors (one male and one female) and they are always available in the college at the service of the students. 5. Study Tour: Every Department 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

<http://www.stjosephjakhama.ac.in/>

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 percent of the students in the college 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 safe and secure environment in the hostel and study 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 four departments at Post graduate level. Similarly, there are 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

<http://www.stjosephjakhama.ac.in/>

8.Future Plans of Actions for Next Academic Year

Action Plan- 2020-2021 A) Academic 1. New Academic Programmes to be introduced in the Academic Year 2020-2021 in Addition to the Existing Courses. a) Master of Arts (MA) in History b) Master of Arts (MA) in Economics 2. Employment and Skill Development Programmes to be newly introduced/ continued in the Academic Year 2020-2021 DIPLOMA PROGRAMS 1. Diploma in Music 2. Diploma In Counselling Psychology 3. Diploma In Tourism Management 4. Diploma In Computer Concepts 5. Diploma in Stenography and typing 6. Diploma in Cosmetology CERTIFICATE PROGRAMS 1. Certificate in Graphic Design 2. Certificate in Cognitive Behaviour Therapy 3. Certificate in Home Nursing 4 Certificate in Computer Hardware and Networking 3. As per the guidelines of the Central and State governments, fully following the SOP, class will be held online till we receive further instruction/ guidelines form the government authorities. 4. Examination for the students who are under SJC Autonomous (1st and 3rd semester) will be held online to avoid the loss of one semester. Examination for the 5th semester students, who are still under Nagaland University, will be held as per the instructions and schedule of the University as and when it is received. 5. Staff and the students will be given necessary training/ orientation on online class and online examination. B. ADMISSION In the prevailing situation of Covid -19 pandemic, new admission for Under Graduate (UG) and Post Graduate (PG) will be done completely online for the convenience and safety of everyone. The information and guidelines about the admission will be disseminated through the college website and whatsapp groups. C. Development of Infrastructure and Learning Resources a) To Complete the 1st Floor of the PG Block under Construction b) To Renovate the Indoor Stadium b) To Renovate the St. Joseph's Girls Hostel c) To Purchase 4 more inverters and 10 more batteries for the inverters of the college d) To Purchase a new heavy-duty printer and Xerox machine for the examination section D. Miscellaneous a) In the prevailing situation of the Covid -19 Pandemic the college authority will meet the state government officials and the authorities of the villages around the college to discuss and plan about and SOP for the safety of the students and the people visiting the college and the staff. b) In the present situation of unexpected lockdown and other hardship caused to everyone, casual labours and construction workers working the college campus will be given necessary financial and other assistance for meeting their food and other requirements and facilitate their return journey to their own hometowns.