

### YEARLY STATUS REPORT - 2020-2021

Part A		
Data of the Institution		
1.Name of the Institution	St. Aloysius college (Autonomous)	
Name of the Head of the institution	Dr. G. Vazhan Arasu	
• Designation	Principal	
Does the institution function from its own campus?	Yes	
Phone No. of the Principal	07612620738	
Alternate phone No.	07612624631	
Mobile No. (Principal)	8989835011	
Registered e-mail ID (Principal)	jgvalan@gmail.com	
• Address	1, Ahiliya Bai Marg, Pentinaka Chowk, Sadar	
• City/Town	Jabalpur	
• State/UT	Madhya Pradesh	
• Pin Code	482001	
2.Institutional status		
<ul> <li>Autonomous Status (Provide the date of conferment of Autonomy)</li> </ul>	20/11/2006	
Type of Institution	Co-education	
• Location	Urban	

Financial Status	UGC 2f and 12(B)
Name of the IQAC Co-ordinator/Director	Dr. Siby Samuel
• Phone No.	07612620738
Mobile No:	9425829018
• IQAC e-mail ID	iqac.sac.jbp@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	http://staloysiuscollege.ac.in/en -in/wp-content/uploads/2021/07/AO AR-REPORT-2019-2020.pdf
4. Was the Academic Calendar prepared for that year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	http://staloysiuscollege.ac.in/en -in/wp-content/uploads/2020/11/Ac ademic-calender-2020-21.pdf

#### **5.**Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A+	93.10	2005	20/05/2005	19/05/2010
Cycle 2	A	3.5	2011	16/09/2011	05/09/2016
Cycle 3	A+	3.68	2017	09/06/2017	08/06/2024

#### 6.Date of Establishment of IQAC 05/07/2005

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Depart ment/Faculty/Sch ool	Scheme	Funding Agency	Year of Award with Duration	Amount
St. Aloysius College	Autonomy	UGC, New Delhi	24/10/2006	20669274
St. Aloysius College	FIST	DST	21/11/2014	900000
St. Aloysius College	CPE	UGC, New delhi	28/09/2006	32500500
Dr. Manju Gupta	Women Scientist Scheme A	DST	20/02/2019	2715000
St. Aloysius College	Design innovation Center	MHRD	20/11/2015	4333333
St. Aloysius College	Paramarash	UGC	06/11/2019	1500000
St. Aloysius College	Star Scheme	DBT	29/02/2020	10400000

Upload the latest notification regarding the composition of the IQAC by the HEI	View File
9.No. of IQAC meetings held during the year	4
<ul> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?</li> </ul>	Yes
If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded
10.Did IQAC receive funding from any funding agency to support its activities during the year?	Yes

• If yes, mention the amount

1829560

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

Infrastructural upgradation: To meet the global standards during pandemic, hybrid education approach was adopted and paired online learning with a contemporary approach to make the process interactive for the learners, using a variety of delivery tools and the pedagogy for which 27 classrooms were equipped with video conferencing platforms.

Innovations and Startups: Enhancement of pre-incubation and incubation facilities with an entrepreneurial vision for nurturing innovations and startups as a result 5 startups initiated, the companies are Ratna Herbals, SONORO, Spread Herb, Think Organic, Herbal Creation for the products Ri-fresher, OB Cubes, Lantocide, Bio FI, Aloe Wipes respectively. Also filed two patents.

Academic Partnership: Wider associations and collaborations with academic institutions at national and international level and public and private sectors namely Jabalpur Incubation center, Bajaj Finserv etc., for enhanced approach to skill development, employability, and to provide a collegial atmosphere for collaborative working with cross-functional teams to nurture excellence.

Value addition programs: Established a Value Added centre to streamline value added courses and better equip students to meet industry demands while also developing their own interests and aptitudes.

Campus ERP: Updation of College ERP software with version 2.1.4.29 with the following advances,

12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:

Plan of Action	Achievements/Outcomes
IQAC meetings to be conducted	Five IQAC meetings were held, and the plan of action, implementation strategy, and task outcome are detailed in the Action Taken Report.
Biannual release of IQAC Newsletter	Released on 15th August 2020 and 26th January 2021
Orientation Programme	10 days online Orientation programme was organised for the newcomers from 6th October 2020
Academic reforms	Curriculum transformation to foster inclusive blended teaching and learning with engaged-innovative modules, activity-based learning, and adaptive-personalised learning.
Participation in Education Excellence Awards	<ul> <li>Participated in FICCI Award</li> <li>Participated in India Today</li> <li>Education Excellence Award and placed in the following positions by the individual disciplines Arts-66th rank</li> <li>Commerce- 76th rank Science-BBA- 108th rank BCA-121st rank</li> </ul>
Feedback Analysis	Up gradation of Syllabi based on the feedback received by different stakeholders • Feedback of the Orientation programme • 6th & 7th November 2020, Interaction of Principal with advance learners and slow learners • Teachers assessment on the basis of students' feedback • Conducted online Student Satisfaction survey
In-House FDP/Training Teaching and non-teaching	19th September-The Department of Computer Science conducted a teacher's training programme on 'Attendance Recording in Online Classes' • 6th to 12th February

for Non-Teaching Staff was
organized on the topic
'Fostering the 4Hs- Head, Heart,
Hands and Habit.' · 22nd to 27th
February 2021, A five-day
Faculty Development Programme
was organized on 'Professional
Ethics and Being a Leader of
Excellence.' · 25 weeks Faculty
Development Programme on
'Academic Research and Capacity
Building: Scopus and ISI
Indexation' was conducted by the
Research and Development Centre.

### Organizing Conference / Webinars and Seminars

29th July- The department of Botany organized an International Webinar on 'Invisible World: Challenges and Opportunity' · 12th to 13th June, Two days Online International Conference was organized by the discipline of Physical Sciences on 'Advances in Physical, Mathematical and Computational Sciences' · 19th -20th March, The department of Hindi organized two days National seminar on '????? ?????? ??? ?? ?????? ??? ????? ???'

### Activities to promote entrepreneurship and start-ups

1st August- 31st OctoberCertificate course
"Navpravartan" was organized by
the Bio-design Innovation Center
& Incubation Center of the
college · 24th to 27th Februvary
2021, Three Days Training
Programme on "Empowering
Entrepreneurship- Best out of
Waste" organized by
Entrepreneurship Development
Cell in collaboration with Women
Cell. · 26th March, Exhibition

	and presentation of prototypes by the students organized by Design and Innovation center  3rd May: Isha Deshpande received a grant of 5 Lakhs for OB Cubes start-up from Jawaharlal Nehru Krishi Vishva Vidyalaya, Jabalpur, M.P 10th to 12th June, Three Days Programme "YESS- Young Entrepreneurs to Start-up Stars (A Begining)" was conducted by ED cell in collaboration with Jabalpur Incubation Centre. 10 Innovative Ideas were presented out of which 2 ideas have been selected for further guidance, mentoring and funding.
Student-Faculty Exchange program	21st to 25th September 2020-10 students and 9 teachers participated in an International student-faculty programme under the banner of Confluence 2020
To orient students and staffs towards National Education Policy	3rd and 6th October 2020, Webinar on 'National Education Policy 2020' for students · 30th & 31th July 2021-Two days Online National Conference on "New Educational Policy 2020: Socio- economic & Political Implications sponsored by ICSSR, New Delhi.
Awareness to IPR and Patenting	18th and 19th November- Two days National Training Program on "Intellectual Property Rights and Patenting: A New Vision" organized by Research and Development Centre.
Consolidation and submission of AQAR 2020-21	Preparation and submission of AQAR by Nov. 2020
13. Was the AQAR placed before the statutory body?	Yes

•	Name	of the	statutory	body
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Name of the statutory body	Date of meeting(s)
Governing Body	04/12/2021
14. Was the institutional data submitted to AISHE?	Yes

#### . 37

• Year

Year	Date of Submission
30/06/2021	14/01/2022

#### **Extended Profile**

#### 1.Programme

1.1

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	<u>View File</u>

#### 2.Student

2.1 5616

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	<u>View File</u>

2.3 5616

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

File Description	Documents
Institutional Data in Prescribed Format	<u>View File</u>

#### 3.Academic

3.1

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	<u>View File</u>

3.2

Number of full-time teachers during the year:

Extended Profile			
1.Programme			
1.1		9	
Number of programmes offered during the year:			
File Description	Documents		
Institutional Data in Prescribed Format		<u>View File</u>	
2.Student			
2.1		5616	
Total number of students during the year:			
File Description	Documents		
Institutional data in Prescribed format		<u>View File</u>	
2.2		1903	
Number of outgoing / final year students during the year:			
File Description	Documents		
Institutional Data in Prescribed Format	<u>View File</u>		
2.3		5616	
Number of students who appeared for the examinations conducted by the institution during the year:			
File Description	Documents		
Institutional Data in Prescribed Format		<u>View File</u>	
3.Academic			
3.1		40	
Number of courses in all programmes during the year:			
Number of courses in all programmes during the	5	File Description Documents	

3.2	105
Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	<u>View File</u>
3.3	105
Number of sanctioned posts for the year:	
4.Institution	
4.1	0
Number of seats earmarked for reserved categoric GOI/State Government during the year:	es as per
4.2	34
Total number of Classrooms and Seminar halls	
4.3	434
Total number of computers on campus for acader	mic purposes
4.4	25068365
Total expenditure, excluding salary, during the yell Lakhs):	ear (INR in

#### Part B

#### **CURRICULAR ASPECTS**

#### 1.1 - Curriculum Design and Development

- 1.1.1 Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.
  - The institution ensures that the curriculum designed and introduced by the various departments addresses the local needs of society by offering need-based, skill-based, and innovative programs to foster the quest for higher studies with a commitment to society. Programme Outcomes (POs) Programme Specific Outcomes (PSOs) and Course Outcomes (Cos) are formulated and clearly spelt out for all programmes.

- They are disseminated by making them available via a separate tab on the college website and including them in the syllabus documents of programs.
- The BA Program outcomes reflect relevance to local and regional needs by including the study of upcoming writers in Local and Regional areas, understanding localand regional culture through the study of various dialects (Bundeli, Rajbhasha). The PSOs and COs of B.Sc. programmes include the process of Purification and testing of water in Chemistry study of National Parks, Sanctuaries, Endangered and Threatened Species, and Vegetation Types of Madhya Pradesh in Zoology and Botany respectively. This enables the students to be aware and develop an understanding of local and regional needs. The curriculum also looks to address National and global needs, the B. COM. course outcomes include the study of Tax systems, Economic Policies, and International organizations. All departments focus to nurture scholastic abilities with the consciousness of glocal needs among youth. Some other contributions are noted in additional information.

File Description	Documents
Upload additional information, if any	<u>View File</u>
Link for additional information	
	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/1.1.1-addi-info.pdf

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

09

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<u>View File</u>
Details of syllabus revision during the year	<u>View File</u>
Any additional information	<u>View File</u>

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

13

File Description	Documents
Curriculum / Syllabus of such courses	<u>View File</u>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	<u>View File</u>
MoUs with relevant organizations for these courses, if any	<u>View File</u>
Any additional information	<u>View File</u>

#### 1.2 - Academic Flexibility

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

01

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<u>View File</u>
Any additional information	<u>View File</u>
Institutional data in prescribed format (Data Template)	<u>View File</u>

### ${\bf 1.2.2 - Number\ of\ Programmes\ offered\ through\ Choice\ Based\ Credit\ System\ (CBCS)/Elective\ Course\ System}$

21

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

#### 1.3 - Curriculum Enrichment

- 1.3.1 Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum
- St. Aloysius College integrates gender, environmental and

sustainability issues, human values, professional ethics, and human values-based approaches into the curriculum thereby contributing to the holistic growth of students. These crosscutting issues connect disciplinary content, enrich the curriculum, and facilitate collaborative learning and interdisciplinary thinking. Cross-cutting issues when integrated into the curriculum promote core and transferable skills that are valuable for students for success in their education, career, and life. The cross-cutting issues in the curriculum are implemented by conducting a variety of activities throughout the year to support this effort. Curriculum content that is taught across different subjects incorporating cross-cutting issues include education about human rights, gender issues, environmental consciousness, and sustainable development are a few examples. Women's rights, community empowerment, sustainability, equity & inclusion, and social accountability are among other important cross-cutting issues. This helps to create a sense of ownership among the student's community, contributing towards making them conscious citizens.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	<u>View File</u>
Any additional information	<u>View File</u>

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

21

File Description	Documents
List of value-added courses	<u>View File</u>
Brochure or any other document relating to value-added courses	<u>View File</u>
Any additional information	<u>View File</u>

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

942

File Description	Documents
List of students enrolled	<u>View File</u>
Any additional information	<u>View File</u>

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

#### 784

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<u>View File</u>
Any additional information	<u>View File</u>

#### 1.4 - Feedback System

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

#### A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/1.4.1a-Feedback-Analysis- report-2020-21-1.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<u>View File</u>
Any additional information	<u>View File</u>

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

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

File Description	Documents
Provide URL for stakeholders' feedback report	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/1.4.1a-Feedback-Analysis- report-2020-21-1.pdf
Any additional information	<u>View File</u>

#### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment of Students

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

1993

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

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

400

File Description	Documents
Any additional information	<u>View File</u>
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

#### 2.2 - Catering to Student Diversity

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

Bridge classes are organized to give the students a foundational prerequisite course before the commencement of regular classes. The students' learning levels are assessed through orientation programs, entry-level diagnostic tests, and by conducting various activities like quizzes, debates, discussions, extempore, and short objective type tests. Through this, the departments are able to categorize the students and steer them towards the program that benefits them. For slow learners, remedial classes are conducted

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during the course of the session. Spoken English classes are held to cope with the language problem. The Hindi medium students are coached in the areas of lacuna to cope with teaching-learning and writing in the examination. Advanced learners are challenged with assignments, live projects, tutorials, and advanced practicals. They are also made leaders of the peer groups for teaching and learning. Entrepreneurship programs, skill development programs, training programs are organized by the Entrepreneurship cell for the advanced learners. The Design Innovation Centre of the college motivates students to develop prototypes and innovative products for start-ups and to participate in various exhibitions. Students attend seminars, conferences, and workshops. Special competitive exam-related classes are organized to cater to the growth of advanced learners. Best students' project awards, paper presentations & publications of students, etc. are the instruments to honor and recognize advanced learners.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/2.2.1-Weak-and-advance- learners-record-new.docx.pdf

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

Year	Number of Students	Number of Teachers
01/07/2020	5616	105

File Description	Documents
Upload any additional information	<u>View File</u>

#### 2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problemsolving methodologies are used for enhancing learning experiences:

The learning is made more 'student centric' by shifting the focus of activity from the teacher to the learners through problemsolving, answering the questions, formulating questions of their own, discussing, explaining, debating, or brainstorming during class. Each department conducts add-on certificate courses to

support students in their experiential learning. The institution imparts the following experiential learning practices to enhance the creativity and cognitive levels of the students -Project Work, Participation in competition at various levels, Field Visits, Industrial/field Visits, Guest Lecture, visit historical places.

The list of participatory learning activities includes Project Work, Seminars, Case studies, and Mind mapping. Group activities include Peer teaching, Tutorials, Group discussion, Model making, organizing exhibitions, participating in Academic competitions, Interactive lectures by eminent resource persons, Brainstorming, Roleplay, Documentary and short filmmaking, Field survey/Fieldwork, Corporative Learning and Academic Debates, Quizzes, Magazine and Newsletter designing, Debates and other competitions.

Problem Solving Methodology - Departments encourage students to acquire and develop problem-solving skills. The college organizes the following activities and motivates students to participate - Case studies, Analysis and Reasoning, Discussion, Quizzes, Research Activities

The academic clubs of the departments organized Intercollegiate, interdepartmental, and departmental academic programmes like debugging, static and dynamic model making, subject-oriented rangoli, slogan writing, etc.

File Description	Documents
Upload any additional information	<u>View File</u>
Link for additional Information	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/2.2.1-Weak-and-advance- learners-record-new.docx.pdf

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

The college premises are Wi-Fi enabled to avail internet connectivity. Substantial efforts are taken by the institute to provide an e-learning atmosphere in the classroom. All the Classrooms are equipped with DLP and Laptops. Virtual laboratories/Classroom environment is set up using Polycom and guest lectures have been organized to get the expertise across the globe. E-learning is augmented using INFLIBNET, PDF-CHM, DelNet.

The American Library and NDLI enable teachers and students to access online learning materials. College manages Digital Library both in an Intranet and Web-based to supplement Learning Management System through which students access E-notes, E-books, question banks, PowerPoint Presentations, etc. Online lectures recorded by the faculty members are made available for students. Open educational resources use YouTube, slide share, and documentary films to facilitate Web-based Learning. Apart from classroom lecture and interaction methods, various ICT-aided teaching and learning approaches like interactive E-podium, document camera, digital writing pad, etc. are practiced. Emails, WhatsApp group, Zoom, and Google classrooms are used for conducting online lectures, tests, and sharing information.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	http://staloysiuscollege.ac.in/en-in/ict- tool/
Upload any additional information	<u>View File</u>

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

#### 2.3.3.1 - Number of mentors

105

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<u>View File</u>
Circulars with regard to assigning mentors to mentees	<u>View File</u>

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

Academic Calendar: Before the commencement of the new academic session, the college plans the blueprint of the new session in two tiers: firstly, the individual departments prepare their departmental calendars. Secondly Principal and all departmental heads and the staff council plan and design the academic calendar. The College diary committee prints the college diary in consolidating the major activities of the departments, curricular as well as co-curricular activities of the college, commencement

of examinations, and other important events. It is also displayed on the college website. The academic calendar is strictly adhered to. However, in case of any unforeseen situation, necessary changes are made by the authorities and the same is displayed on notice boards and websites

Teaching Plan: The teaching plan is envisioned at three levels: at the college level -Master timetable, at the department level the course wise time table is formulated and finally at the individual faculty level which is subject and unit wise teaching plan. The teaching plan is uploaded to the departmental management system. Adherence to the teaching plan is monitored by the concerned HODs. After then Dean meets with the HOD. The Head of the department also meets with the Principal and Principal then finally meets with the Dean for the timely and effective completion of a course in the specified time frame of practical and theoretical inputs is ensured. If there are any deviations it is clarified with the concerned faculty and special classes are organized.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<u>View File</u>

#### 2.4 - Teacher Profile and Quality

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

105

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<u>View File</u>
List of the faculty members authenticated by the Head of HEI	<u>View File</u>
Any additional information	<u>View File</u>

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

69

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

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

11

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<u>View File</u>
Any additional information	<u>View File</u>

#### 2.5 - Evaluation Process and Reforms

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

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

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

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	No File Uploaded
Upload any additional information	No File Uploaded

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

#### Examination procedures

Due to the Pandemic, the directions given by M.P Higher Education were followed and Open Book Exam (OBE) was conducted. Course-wise examination schedule was announced for uploading the question papers and submission of all the answer scripts. The results were processed as follows:

UG courses

I Year - 25% of 1yr + 25% of 2 yr + 50% of OBE

II Year- 50% of 1yr + 50% of OBE

III Year - 100% of OBE

PG courses

Sem II - 50% of Sem I + 50% of OBE

Sem IV- 16% of Sem I + 16% of Sem II + 18% Of Sem III + 50% of OBE

Processes/Procedures integrating IT

The Student Information System (SIS) has been updated to facilitate the conduction of the Open Book Examination process. Using SIS, students were required to log in to the portal using their credentials and download their respective Question papers and front-page format from the e-document section. A detailed course-wise timetable was uploaded on the college website with the date of uploading question papers and the submission date of Answer books for submission.

Continuous Internal Assessment System (CIA)

The internal assessment was conducted in an online mode by every department using various online tools. Online tests, Seminars, Presentations, Viva-Voce, quizzes, Assignments were the part of evaluation methods.

The marks were processed using the Examination Management System.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional Information	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/IT-Integration-in- Examination.pdf

#### 2.6 - Student Performance and Learning Outcomes

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

Course Outcomes are framed for all courses for all the programs before the commencement of the academic year. The Course Outcomes (COs) are drafted by the respective members of the department and approved by the Board of Studies. Further, these course outcomes are approved by Academic Council and Governing Body. The course outcomes are based on Blooms' Taxonomydefined with its cognitive levels.

#### Mechanism of Communication

The POs, PSOs, and COs are displayed on the college website. Hard Copy of syllabi with Learning Outcomes is available in the departments for ready reference to the teachers and students. At the beginning of the academic session, the departmental meetings are conducted where the objectives and outcomes regarding the theory and practical aspects of the prevailing programs are discussed. Students are made fully attentive about the objectives, learning outcomes, and job prospects at the commencement of the session by their respective subject teachers. In addition, with the communication of course outcomes, feedback is also taken from the stakeholders. They are also discussed during the coverage of the course and on the completion of each unit. The learning outcomes are reiterated time and again.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<u>View File</u>
Upload any additional information	<u>View File</u>
Link for additional Information	http://staloysiuscollege.ac.in/en-in/po- pso-co/

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

Learning includes recall of facts and basic concepts, explaining ideas or concepts, using the information in new situations, drawing connections between ideas, justifying the decision, producing new or original work. Using this taxonomy of learning we evaluate the students meticulously in the examination.

The learning outcomes of each course are clearly defined, observable, focus on skills, significant and aspirational and they fit the scope of the learning activity and are limited in number. After evaluation of students in the internal examination and final exam, course learning outcome (CO), program-specific outcomes (PSO), and program outcomes (PO) are calculated.

The procedure to obtain CO

- 1) The course outcomes (CO) are defined for every subject. The questions in internal examinations are mapped with CO.
- 2) The total of the marks obtained by the students is obtained by taking 0.5 internal +0.5 final exam marks.
- 3) The percentage of each student is obtained.
- 4) The students are then categorized into three levels i.e. level 1, level 2, and level 3.
- 5) Level 3 if the percentage of the student is more than 65% and the student is given the attainment level as 3
- Level 2 if the percentage is between 50% 65% and the student is given the attainment level as 2
- Level 1 if the percentage is between 33% 50% and the student

is given the attainment level as 1

Percentage of student Attainment level of the student

> 65% 3

50%-65% 2

33< 50 % 1

6) The attainment level of CO is calculated as the sum of the attainment levels of the students divided by the number of students

Attainment level of CO (ACO) = (? attainment level of each student) / total number of students

Similarly, the attainment level for each CO of each subject is calculated.

Procedure to obtain the value of PSO

- 1) All the COs are mapped to each PSO.
- 2) Each CO is mapped with the weights as 3 or 2 or 1 or 0.
- 3) The weighted average of the COs gives the attainment level of the PSO i.e. taking wi as the

weights of the ith CO and ACOi as the attainment levels of the ith CO.

PSO = ? (wi ACOi) / ? wi

Similarly, all the values of PSO for each subject are calculated.

Procedure to obtain the value of PO

- 1) All the COs are mapped to each PO
- 2) Each CO is mapped with the weights as 3 or 2 or1 or O.
- 3) The weighted average of the COs gives the attainment level of the POi.e. taking wi as the weights of the ithCO and ACOi as the attainment levels of the ith CO.

PO = ? (wi ACOi) / ? wi

Similarly, all the values of PO for each subject are calculated.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional Information	http://117.196.209.20/ssr portal/wp-content/uploads/2022/04/Attainment-of-POPSO-and-CO.pdf

#### 2.6.3 - Pass Percentage of students

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

1885

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<u>View File</u>
Upload any additional information	<u>View File</u>
Paste link for the annual report	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/Examination-Cell-Annual- Report-2020-21.pdf

#### 2.7 - Student Satisfaction Survey

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

http://staloysiuscollege.ac.in/en-in/wpcontent/uploads/2022/02/Feedback-Analyser-SSS-2020-2021.pdf

#### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Promotion of Research and Facilities

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

A Central Instrumentation Lab of the college with research instruments has facilitated growth in scientific temper, attitude, and interdisciplinary research. The college regularly invests substantially in the maintenance and improvement of labs. The labs were upgraded with the equipment like Digital Biological Microscope with LCD, Orbital Shaker, Vertical/Horizontal Gel Electrophoresis, Microscope with LCD, Gel Documentation, Spectrophotometer, Biosafety Cabinet, Faraday effect setup with Laser SK -58, Phase Contrast Microscope, Rotary Vacuum Evaporators, Thermocycler PCR (Gradient) for experimental facilities on a regular basis, based on the research needs.

The college has a well-defined research policy, that aims to create and support a research culture among its teachers and students. The faculty involved in research projects and publications is encouraged with the Best Research Project and Best Publication Award. Staff members also provided funds for attending and presenting research papers at conferences. The Research committee sanctioned seed money for the promotion of research. The committee encourages the faculties to apply for research projects. It helps the faculty members to update themselves with the latest skills through training programmes. One patent has been filed and one patent is under examination process. The college has collaborative linkages and MOUs with other educational / research institutions.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<u>View File</u>
Provide URL of policy document on promotion of research uploaded on the website	http://staloysiuscollege.ac.in/en-in/resea
Any additional information	<u>View File</u>

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

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

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#### 56,521

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	<u>View File</u>
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<u>View File</u>
List of teachers receiving grant and details of grant received	<u>View File</u>
Any additional information	<u>View File</u>

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

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

#### 3.2 - Resource Mobilization for Research

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

#### 8286000

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	<u>View File</u>
List of projects and grant details	<u>View File</u>
Any additional information	<u>View File</u>

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

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4

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional Information	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/3.2.2-A-sanction-Letters- of-Research-Projects.pdf
List of research projects during the year	<u>View File</u>

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

15

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<u>View File</u>
Institutional data in Prescribed format	<u>View File</u>

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

04

File Description	Documents
Supporting document from Funding Agencies	<u>View File</u>
Paste link to funding agencies' website	http://staloysiuscollege.ac.in/en-in/wp-co ntent/uploads/2022/03/finding- agency-20-21.pdf
Any additional information	<u>View File</u>

#### 3.3 - Innovation Ecosystem

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

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The institution has initiated many measures in promoting research activities and created an ecosystem for innovation through centers like incubation and other promotional cells/committees. The College provides a conducive atmosphere, infrastructure, resources for the enhancement of innovations and incubations. Students are motivated to learn skill development by participating in the different certificate courses organized by various departments of college and DIC (Bio Design Innovation Centre), established by the funding granted from MHRD, New Delhi. Students are inspired to think of innovative ideas as per their interest and also for the development of innovative prototypes. The developed product/ prototypes have been authenticated by running it under experimentation under the guidance of DIC and the research & development center (R&D), SAC. After getting the satisfactory data it pushed forward for incubation by Incubation Center (IC), SAC, and Entrepreneurship development cell. The center motivates the students to incubate their start-ups on the campus by offering them guidance, services, and consultancy in current development technology. Developed and authenticated products are then exposed to finance agencies. The College has signed MOUs with academic institutions and research organizations like JNKVV and JIC, Jabalpur. Ms. Isha Deshpande received Rs. 5 lakh for startup Sonoro and 4 student startups are in process.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://117.196.209.20/ssr portal/wp-conten t/uploads/2022/04/3.3.1-A-Additional.pdf

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

File Description	Documents
Report of the events	<u>View File</u>
List of workshops/seminars conducted during the year	<u>View File</u>
Any additional information	<u>View File</u>

#### 3.4 - Research Publications and Awards

3.4.1 - The Institution ensures	B. Any 3 of the above
implementation of its Code of Ethics for	

Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

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

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

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

0

File Description	Documents
URL to the research page on HEI website	http://staloysiuscollege.ac.in/en-in/resea rch-development- centre/#1627289375730-92d6ebac-ff25
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<u>View File</u>
Any additional information	No File Uploaded

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

50

File Description	Documents
List of research papers by title, author, department, and year of publication	<u>View File</u>
Any additional information	<u>View File</u>

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

50

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://117.196.209.20/ssr portal/wp-conten t/uploads/2022/04/3.4.4-Books-and-Chapters- additional.pdf

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

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

18

File Description	Documents
Any additional information	<u>View File</u>
Bibliometrics of the publications during the year	<u>View File</u>

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

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

7

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<u>View File</u>
Any additional information	<u>View File</u>

#### 3.5 - Consultancy

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

15,64,625

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File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	<u>View File</u>
List of consultants and revenue generated by them	<u>View File</u>
Any additional information	<u>View File</u>

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

#### 22,740

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	<u>View File</u>
List of training programmes, teachers and staff trained for undertaking consultancy	<u>View File</u>
List of facilities and staff available for undertaking consultancy	<u>View File</u>
Any additional information	<u>View File</u>

#### 3.6 - Extension Activities

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

The college promotes the participation of students and faculty in extension activities including NCC, NSS, and Various academic and non-academic clubs and societies. The college also established the Institutional Social Responsibility (ISR) to provide social awareness as well as cultivate humanity, imparting knowledge and skill to our students. Various activities like Tree Plantation, Yoga, Water Conservation, Earth Day, fit India Movement, Cancer day, Atmanirbhar Bharat, Anti Plastic Day, Kargil Diwas, Swachchta Abhiyan, Zero Tolerance Day were conducted.

These programs sensitize the student volunteers about social

concerns and participates in the extension, developing critical thinking skills and time management. Working outside the Campus and diverse social groups of people allows them to be more self-confident and learn management skills, communication, leadership, and teamwork which enable them to become good leaders and well-mannered citizens. The students are made aware of health issues and are trained to lead a healthy life, sense of responsibility towards the environment, empathy and sensitivity towards fellow beings, to promote cleanliness in all span of life, civic sense, and teamwork, enhancement of knowledge and technical skills, national building and good citizenship, a clean green environment, combat gender injustice.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://117.196.209.20/ssr portal/wp-conten t/uploads/2022/04/3.6.1-link-of-ISR- additional.pdf

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

07

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

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

39

File Description	Documents
Reports of the events organized	<u>View File</u>
Any additional information	<u>View File</u>

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

#### 1963

File Description	Documents
Reports of the events	<u>View File</u>
Any additional information	<u>View File</u>

#### 3.7 - Collaboration

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

15

File Description	Documents
Copies of documents highlighting collaboration	<u>View File</u>
Any additional information	<u>View File</u>

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

18

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

#### INFRASTRUCTURE AND LEARNING RESOURCES

#### 4.1 - Physical Facilities

- 4.1.1 The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.
- St. Aloysius College makes every effort to ensure adequate physical infrastructural facilities. To promote a teaching-

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learning environment, classrooms with DLP, well-equipped laboratories, and the Central Instrumentation Centre, provide a platform for inclusive education. In addition, there are a conference room, language lab, computing facilities, library, departmental rooms, a fitness center for men and women and comfort rooms for staff and students. During the beginning of the pandemic, the college upgraded the infrastructure for the smooth running of online classes as follows:

- 31classrooms were transformed into tech-enabled rooms with video conferencing support
- 27 good configuration laptops
- 31 high-resolution webcams
- 12 pen- tablets
- Initial subscription of ZOOM for two months and later switching to G-Suit with an annual subscription
- 2TB Cloud Storage
- Up-Gradation & hosting of website Content Management system
- Internet leased line 1:1 with increased bandwidth of 75 Mbps

Equipment like spin coating unit, FTIR spectroscopy, X-ray diffractometer, deep freezer (-20 0 C), BOD, COD, and Carbon dioxide incubators, Biochemical analyzer, Cooling centrifuge, UV spectrophotometer (single and double-beam), AFM, Flame photometer, Floid cell imaging station, Lead and Fluoride selective electrodes, e-podiums and software like Informatica, MATLAB, ScopeImage, Motic and others continue to promote an effective teaching-learning environment with research.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/4.1.1-additional.pdf

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

The college is equipped with indoor game facilities for chess, badminton, and table tennis. The chess and table tennis are held in women's fitness center (980 sqft.), established in 2011. The men's fitness center (616 Sqft.) was established in 1993. The badminton court with dimensions 13.41x6.1 sq. meters was established in 1951. The institution also provides for outdoor

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games like volleyball (18x9 sq. meters, 1951), basketball (28x15 sq. meters, 1951). Since 1951, 4.29 acres of ground is used for cricket, handball (40x20 sq meters), athletics (400-meter track), football (110x74 sq. meters), kabaddi men (13x10 sq. meters), kabaddi women (12x8 sq. meters). The outdoor games facilities are shared by the college and the school, belonging to the same management.

To promote cultural events, seminars, conferences, workshops, and yoga/Zumba/martial art, there is a multi-purpose auditorium 'Prerna'(3230.03 Sqft., 1997), equipped with a sound system, lighting, and DLP. When there is a need, the conference room and the school open auditorium (same management) are utilized for cultural and co-curricular activities. The institution funds intercollegiate sports and cultural events and provides trainers, cultural dresses, sports kits, and tracksuits to students for all tournaments/ cultural events. Due to the pandemic, the physical presence of the students was not allowed on the campus.

File Description	Documents
Geotagged pictures	<u>View File</u>
Upload any additional information	<u>View File</u>
Paste link for additional information	http://117.196.209.20/ssr portal/wp-conten t/uploads/2022/04/4.1.2-Additional- Information.pdf

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

34

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

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

5,15,41,222

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File Description	Documents
Upload audited utilization statements	<u>View File</u>
Details of Expenditure, excluding salary, during the years	<u>View File</u>
Any additional information	<u>View File</u>

#### 4.2 - Library as a Learning Resource

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

The College Library is fully automated & follows the open access system, it uses the LMIS (Library Management and Information System), eCAS Version: 2.1.5.24. It has the following features:

- 1. Database: The information belonging to the library, such as catalog records, patron information, etc., are stored, and can be accessed through the database.
- 2. Cataloguing: The four modules of the Catalog Section are: Search Panel, Library Titles, Media Catalog, and Reports.
- 3. Circulation Module: It helps to check items in and out, keep track of books, and notify patrons when items are due or overdue.
- 4. Online Public Access Catalog (OPAC): eCAS has web-based OPACs that allow patrons to interface with the library. The OPAC not only acts as a search tool but enables patrons to manage their library accounts, track their circulation history, and make reviews and suggestions for new arrivals.
- 5. Staff Interface: eCAS has a separate login page for staff that can be accessed via web-browser via the internet or through a local network.
- 6. Reports: The Report section has been divided into nine categories i.e., Catalogue Accession, Catalogue Journal, Catalogue Labels, Catalogue Title, Circulation Due, Circulation Issue, Circulation Reserve, Circulation Return, Circulation Slip.

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File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/4.2.1-Additional.pdf

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

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e- journals, e-books, e- ShodhSindhu, Shodhganga membership	<u>View File</u>
Upload any additional information	<u>View File</u>

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

12,32,785

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

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

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

411

File Description	Documents
Upload details of library usage by teachers and students	<u>View File</u>
Any additional information	<u>View File</u>

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#### 4.3 - IT Infrastructure

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

The College has a detailed IT policy and has been at the forefront of adopting technologies and providing IT-enabled services to its stakeholders. IT policy drafts a framework for establishing and maintaining the IT infrastructure at the college campus. The College also takes Cyber security measures to safeguard the IT infrastructure but not limited to:

- Maintenance and upgrade of Servers, Switches, and routers
- Provision for regular and multiple Server Backups
- Provision for Firewall
- Round the clock CCTV monitoring of the Server room
- Website Secure Hosting through the VPS
- Use of Secure Protocols (HTTPS) SSL Certificate installed
- Use of Institutional Email Address for all communication
- Installation of Hardware Firewall UTM (Unified Threat Management, Seqrite NGM-350) for enhancing the security of the servers and the campus network
- Quick Heal Server edition of Antivirus,
- Wi-Fi networking over OFC backbone of ILL of 75 Mbps for faster and efficient connectivity, etc.

Old and outdated computers are upgraded periodically. Additional computing facilities are added based on the needs arising out of requirements of students, research scholars, and faculty. The College has appropriate budgetary provisions for expanding and updating IT facilities including WI-FI, internet, computers, etc.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://117.196.209.20/ssr portal/wp-conten t/uploads/2022/04/4.3.1-Additional.pdf

#### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
5616	434

File Description	Documents
Upload any additional information	<u>View File</u>

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

A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	<u>View File</u>
Upload any additional information	<u>View File</u>

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

C. Any two of the above

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://117.196.209.20/ssr_portal/wp- content/uploads/2022/04/LCS-20-21-1.mp4
List of facilities for e-content development (Data Template)	<u>View File</u>

#### 4.4 - Maintenance of Campus Infrastructure

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

#### 5,15,41,222

File Description	Documents
Audited statements of accounts	<u>View File</u>
Upload any additional information	<u>View File</u>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical,

academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

The Principal and the staff ascertain the optimal use of infrastructure. Optimal utilization of facilities is ensured by working in two shifts, planning out a timetable for comprehensive use, and organizing various examinations, programs, seminars, and activities during holidays and vacations. The institution considers the proper allocation and optimal utilization of the financial resources for the maintenance of various facilities.

To maintain the college campus clean and tidy, proper upkeeping and repairing of the infrastructure is done on a regular basis. The repair of laboratory instruments/equipment, ICT infrastructure, elevator, sports equipment, solar panels, sanitary napkin incinerator, RO water purifiers, and fire extinguishers are carried out by the concerned service providers through an annual maintenance contract. Besides the periodic maintenance, preventive and breakdown maintenance is carried out for effective utilization of infrastructure.

The support staff has been allocated for the regular cleaning, mopping, and dusting of laboratories, classrooms, offices, departments/cells, auditorium, library, sports ground, garden, cycle stand, and the entire campus. The plastic-free campus is strictly followed, thus discouraging the use of plastics and polythene inside the campus.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/4.4.2-additional.pdf

#### STUDENT SUPPORT AND PROGRESSION

#### **5.1 - Student Support**

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

772

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<u>View File</u>
Upload any additional information	<u>View File</u>

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

#### 133

File Description	Documents
Upload any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

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

#### A. All of the above

File Description	Documents
Link to Institutional website	http://staloysiuscollege.ac.in/en-in/capac ity-development-skill-development- activities/
Details of capability development and schemes	<u>View File</u>
Any additional information	<u>View File</u>

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

948

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

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

A. Al	l of	the	above
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File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti- ragging committee	<u>View File</u>
Details of student grievances including sexual harassment and ragging cases	<u>View File</u>
Upload any additional information	<u>View File</u>

#### **5.2 - Student Progression**

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

61

File Description	Documents
Self-attested list of students placed	<u>View File</u>
Upload any additional information	<u>View File</u>

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

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#### 409

File Description	Documents
Upload supporting data for students/alumni	<u>View File</u>
Details of students who went for higher education	<u>View File</u>
Any additional information	<u>View File</u>

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

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

01

File Description	Documents
Upload supporting data for students/alumni	<u>View File</u>
Any additional information	<u>View File</u>

#### 5.3 - Student Participation and Activities

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

12

File Description	Documents
e-copies of award letters and certificates	<u>View File</u>
Any additional information	<u>View File</u>

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

The first two toppers of every class have been nominated to the Student Council. They are accountable for the discipline, cleanliness, and infrastructure of their class. They are also part of various decision-making, academic, and administrative bodies/committees. Student editors work under the expertise of the

faculty and bring out the college magazine 'The Aloysian' and many other departmental/society newsletters. Departments/societies organize many academic and extra-curricular activities. Faculty and office bearers/student representatives of each department/society plan, organize, steer and manage the activities proficiently.

NCC Army and Naval wing held awareness rallies and Kargil Diwas. Yuva Sansad, awareness and plantation campaigns were conducted by NSS. The Red Ribbon Club held a quiz competition. Nature Club organized a Virtual Plantation Mission In addition Science Day, World Health Day, and World Environmental Day were also celebrated. The Rotaract Club which works with the mission of 'Serving Humanity' visited the 'Little Sisters of Poor' as part of community service. Inter-Religious Forum- IRF organized a poster and essay competition on national integration and communal harmony. Short story writing and recitation contests were held by Hindi Sahitya Sabha. The Zoological Society celebrated wildlife week from 1-7 October 2020. The Mathematical Society celebrated National Mathematics Day.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/5.3.2-Science-and- Religion-Club-Activity-2020-21.pdf

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

16

File Description	Documents
Report of the event	<u>View File</u>
List of sports and cultural events / competitions organised per year	<u>View File</u>
Upload any additional information	<u>View File</u>

#### 5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly

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to the development of the institution through financial and other support services

Alumni associations are relatively inexpensive and a very effective means of educating and interacting with the student population. St. Aloysius Alumni Association (SAAA) comprises of the President, two Vice Presidents, a Secretary, and a Treasure. It has been consistently involved in uplifting the institute's core value not only in the academics of the students, but also provides placement for the outgoing students.

The Alumni extend their generosity and support to their Alma mater both financially and non-financially. Guest lectures, curriculum review updating, placements, career counseling, students training are a certain spectrum where the Alumni play a prominent role. Alumni are in the Boards of Studies of every department, Academic Council, and IQAC. Their suggestions and recommendations are vital for updating the curriculum and other academic and co-curricular activities. Valuing the feedback of alumni on its academic function, the college holds a regular practice to collect feedback on curriculum, teaching-evaluation and support services. The SAAA has instituted book banks in different departments. It also renders their expertise as resource persons for Seminars/Conferences and Association meetings. As an outreach program this year the Alumni Association visited Little Sisters of Poor, Rimjha.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional Information	http://117.196.209.20/ssr portal/wp-conten t/uploads/2022/04/5.4.1-Alumni- contribution-meeting-minute-additional.pdf

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

D. 2 Lakhs - 5 Lakhs

File Description	Documents
Upload any additional information	<u>View File</u>

#### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the

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#### vision and mission of the Institution

The Aloysian Society was established with the vision of serving humanity and marginalized sections of the Jabalpur region. Five core values accentuate the obligations inherent in the mission of the college: knowledge, research, skill, self-reliance, and humanitarianism. These core values are clearly expressed in the vision and mission statement of our college.

- Knowledge- The faculty strives relentlessly through continuous teaching and learning to impart knowledge and awareness to the students' use of the hybrid mode of traditional and latest ICT techniques.
- · Research The faculty and students are involved in creative and innovative research practices.
- Skill- Skill enhancement courses are conducted at various levels in the college continuously for honing the skills, capabilities, and capacities of a student.
- · Self-reliance-To promote self-reliance Entrepreneurship Development Cell activities and Design Innovation Centre and Incubation Cell are regularly conducting activities.
- · Humanitarianism- To instill the virtue of empathy for the most vulnerable and the downtrodden activities are conducted under the aegis of Institutional Social Responsibility Cell.
- St. Aloysius College is managed efficiently under the able guidance and leadership of the Principal as the Head of the Institution and the statutory bodies. The Principal works in close collaboration with the college fraternity and establishes an understanding and linkage with all the stakeholders of higher education for decentralized, effective, and transparent administration through involvement in various decision-making bodies.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional Information	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/6.1.1-Combined- additional.pdf

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

Decentralization through Cultural Clubs

Extracurricular activities instill key skills and personality traits that can be helpful in other walks of life aiding in the development of self-esteem and confidence. For giving adequate importance to each cultural event various clubs have been formed under one in charge each. These clubs conduct activities like song, dance, drama, mime, rangoli, collage, painting, poster, clay modeling, quiz, literary activities, and others. The committee/ club in charge is responsible for conducting intra-collegiate activities, select the students and form a team. The selected team members and students are then taken to participate at higher level competitions viz- intercollegiate, inter district, States, Zonal and National Level under the guidance of the club in charges. The decentralization and delegation of these duties to the faculty have made the monitoring and execution of these activities easily manageable while bringing out the best latent talent of the students.

The college is actively involved in promoting the culture of participative management in the analyses of problems, development of strategies, and implementation of solutions. Regular meetings are conducted between staff council and Principal to generate consensus on vital issues.

File Description	Documents
Upload strategic plan and deployment documents on the website	<u>View File</u>
Upload any additional information	<u>View File</u>
Paste link for additional Information	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/6.1.2-College-Duty- List-20-21-additional.pdf

#### 6.2 - Strategy Development and Deployment

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

The college has prepared a comprehensive strategic blueprint of long-term, mid-term and short-term initiatives. The strategic plan

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of the college is devised and articulated based on the futuristic focus on the global higher education scenario. The following has been achieved by the college as per the perspective plans outlined-

- The college ventured into higher education in the commerce department by initiating Masters in Commerce in 2018
- · Certificate course on French Basics and Training Program on the German Language was initiated in 2019 and 2021 respectively by the English Department.
- · Separate modular well-furnished lab for PG Chemistry was constructed in 2019.
- · A new laboratory was provided to the PG Physics.
- · Several functional MOUs have been initiated by different departments to bridge the gap between institutions and industry.
- The institution is conducting and organizing skill and ability enhancement courses for the benefit and skill up-gradation of students. All these courses were brought under the umbrella of the Value-added Course Centre (VACC) in 2020 for streamlining the courses.
- To improve research and publication by faculty and students Research and Development Cell was established in 2021.
- The Central Laboratory is continuously upgraded with equipment for improved research facilities.

File Description	Documents
Strategic Plan and deployment documents on the website	<u>View File</u>
Paste link for additional information	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/6.2.1-additional- information.pdf
Upload any additional information	View File

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

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The college follows structured three-tier Academic and Administrative decentralization for the multifaceted benefits of delegation in effective governance. The purpose of this three-tier system is to provide decision-making power and authority to the Deans and HODs. The responsibilities of the individual schemes are decentralized through the Deans viz Arts, Physical Science, Life Science, Commerce, and Management.

The Dean and HODs are given the position of the center of gravity in the three-tier system. The Deans report directly to the Principal. The Administrative Council works together for timetable preparation, practical examination schedule and time, students' attendance, follow up and their performance. Student issues and academic decisions are taken by Deans in consultation with the Vice-Principal and Principal and approved in the Governing body Meetings. Constituent Departments of Deanery-

- · Dean of Arts Department of English, Hindi, Economics, Political Science and History
- · Dean of Life Sciences Department of Botany, Zoology, Biotechnology, and Chemistry
- · Dean of Physical Sciences- Department of Computer Science, Mathematics and Physics
- · Dean of Commerce and Management -Department of Commerce and Management

The institute functions through a number of academic, non-academic, and extracurricular cells and societies like Governing Body, Academic Council, BOS, Internal Quality Assurance Cell and Research, Development Cell, the cultural club to manage, monitor academic and non-academic, extracurricular activities, NAAC related work, and research and publications.

File Description	Documents
Paste link to Organogram on the institution webpage	http://staloysiuscollege.ac.in/en-in/wp-co ntent/uploads/2022/03/6.2.2-a-Organogram- of-the-institute.pdf
Upload any additional information	<u>View File</u>
Paste link for additional Information	http://117.196.209.20/ssr portal/wp-conten t/uploads/2022/04/6.2.2-Organograms-of- various-societies.pdf

# 6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

#### A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	<u>View File</u>
Screen shots of user interfaces	<u>View File</u>
Details of implementation of e- governance in areas of operation	<u>View File</u>
Any additional information	<u>View File</u>

#### **6.3 - Faculty Empowerment Strategies**

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

The college has assorted welfare measures for the physical and mental well-being of its staff. To promote an encouraging work culture among the staff, the following initiatives are in practice.

The College extends encouragement and assistance to the faculty members for pursuing Doctoral and Post-doctoral studies. Teachers acquiring higher academic qualifications and those winning awards are honored by the staff association. Awards are given annually for the best research of the year. The College encourages teachers to sharpen their academic acumen by granting them duty leave to attend various Training Programmes /Orientation/ Refresher Courses/ Workshops and Seminars subject to the existing Government

rules. The College provides a conducive atmosphere for the faculty to attend National and International Conferences. The college has a well-equipped Library and faculty members can avail Library and laboratory for undertaking research. The staff is also privy to Government schemes and privileges like Seed Money for Research, Staff Welfare Fund, Gratuity on Retirement, Interest-free loan, salary advance, provident fund and flexibility in timings for child care, School admissions are ensured for the children of staff in prestigious schools run under the same society. The staff can avail of casual leave, and maternity leaves, as per Government norms. All faculty members have access to a free internet connection. A separate car parking facility is provided for staff members. Advance/loan for medical needs, loan for emergency needs, provident fund as well as free college education is provided to the children of employees at the college. Every year a one-day outing is arranged for both the teaching staff and the nonteaching staff. Staff Retreat is conducted for both teaching and non-teaching staff.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/6.3.1-Clubbed- Additional.pdf

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

64

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

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

04

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

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

48

File Description	Documents
Summary of the IQAC report	<u>View File</u>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<u>View File</u>
Upload any additional information	<u>View File</u>

#### 6.4 - Financial Management and Resource Mobilization

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

Internal Audit Mechanism: The College Foundation Society and the Administrative Council of the Diocesan Corporation of Jabalpur are accountable to prepare the consolidated annual accounts with a view to providing a transparent and fair view of the consolidated equity, consolidated financial position, and consolidated financial performance of the Institution.

Scrutinization and verification of the financial data are done by the Principal and the Secretary of the Society. The annual financial statement which includes all the receipts and expenditures is prepared at the end of every financial year. There is a purchase committee, which examines the quotations taken from respective sellers and oversees the application of all modalities before placing orders. After making stock entries of the items purchased, the bills are respectively signed by the Head of the Department after which they are checked and attested by the finance committee and then by the Vice-Principal and finally approved by the Principal and treasurer of the society.

#### External Audit Mechanism:

All the files relating to the period are submitted to the External Auditor, who is a qualified chartered accountant for verification and auditing of accounts. Accounts are audited by L. D' Souza & Co., Chartered Accountants, Nagpur. Subsequently, a Governmental audit is done annually by the Office of the Accountants General, Gwalior, Madhya Pradesh. Accounts are regularly audited every year by an external auditor.

If any omissions or errors are reported, by the Chartered accountant, they are corrected following his direction and the final reports and certificates are issued by him. The financial Administrator in the college is the Accountant / Finance Officer who maintains the daily financial transactions on behalf of the College. The day-to-day income and expenditure are operated by the college accountant in tune with the Principal. All the yearly statements of accounts and audited reports are placed before the College Governing body and before the foundation society. The income and expenditure of the college are per the annual budget. All Financial decisions are solicited after approval is granted by the Governing Body and the Foundation society.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/6.41-additional.pdf

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

1

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

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

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The college makes every effort for resource mobilization. Following are the major financial resources:

- Fees from students.
- State government aid for the salary of aided staff.
- UGC grants under various projects and schemes.
- Grants from other government organizations like MHRD, MPCST,
   ICSSR, DBT, and DST-FIST.
- Revenue is generated through consultancy offered by different departments and the use of infrastructure by other agencies.
- The grant from United Board Hong Kong for Faculty Development Program.
- Donations from the Foundation Society, Alumni, and various sources for the development of college and establishment of scholarships for the students.

An amount of Rupees Twenty one thousand six hundred was paid as registration fees to faculty Members for attending conferences and workshops.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional Information	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/6.4.3-Resource- Mobilization-Additional.pdf

#### **6.5 - Internal Quality Assurance System**

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

- Government Benchmarking Audit was received through a State NAAC cell which was conducted under the aegis of the World Bank.
- The IQAC conducts Internal & External Audit, Green Audit, Performance Audit, Power Audit, ICT, Environmental Audit and Gender Audit, etc.

- Establishment of Value-added center for implementation and monitoring of Value added courses.
- Establishment of International Affairs Office (IAO) to collaborate and form meaningful linkages with international institutions.
- R & D cell has been established in the college.

#### Best Practice #1

Technology-based Synchronous and Asynchronous Teaching Learning-In response to the pandemic situation, initially teaching was done completely through online mode with assessment methods also changing to online submissions and open book exams in keeping with state govt. circulars. Later on, blended teaching was introduced through both online and offline platforms. Additionally, faculty members added to the E-content of the college in the form of more than 2000 recorded lectures which were uploaded on the Moodle platform.

#### Best Practice # 2

User-friendly E- portal to upload SSR- the IQAC has evolved a user-friendly portal to upload the necessary documents by various criterion teams. This has facilitated better time management and prevents duplication of documentation.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/6.5.1-additional.pdf

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

The IQAC supports the institution by providing insights based upon successful implementation and operation of the academic activities. It provides the development and application of quality parameters for the various academic and administrative activities of the institution. It also imparts knowledge through teamwork and persistent efforts and promotes the art of infrastructure through collaborations with research and consultancy. This also guarantees the timely, efficient, and progressive performance of academic as well as financial tasks.

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The following activities are examples of institutional reviews and implementation of teaching-learning reforms facilitated by the IQAC-

- Inclusion of Blooms' Taxonomy- IQAC works to implement and monitor Bloom's Taxonomy in the teaching and learning process. The syllabi have been structured as per the Blooms' taxonomy and also the instructional and assessment methods have now been modified as per the new online methods including Rubrics methodologies. Before preparing the syllabus, a five-tier feedback analysis was done: from stakeholders, teachers, alumni, industrialists, and peers. Based on reviews of feedback received, proposed topics and units are included/excluded. Additionally, before finalizing the content, faculty work upon the syllabi, to prepare structured program outcomes, program-specific outcomes, and course outcomes. There are some other quality indicators like Local/ Regional/ National/ and Global issues related topics to be included in the syllabus and also cross-cutting topics related to Skills, Entrepreneurship, and selfemployment are added. To implement this, the teachers plan and deliver appropriate instructions: design valid assessment tasks and strategies and ensure that instruction and assessment are aligned with the objectives. The syllabi are first analyzed and approved by the heads of respective Departments, then by the Deans, and then reviewed by the BOS. Final approval is provided by the academic council and GB after comprehensive discussions and suggestions.
- Academic Calendar- the IQAC provides a complete set of academic, cultural, and administrative activities with dates and ensures that the implementation of the same takes place. The calendar is published in the college diary so that students, teachers, and parents can plan and prepare accordingly. Each Department prepares its own action plan in alignment with the College academic calendar prior to the commencement of the semester. The Action plan includes major routine tasks for timely execution of the teaching/learning and other academic activities such as Periodical Project presentation, conducting meetings, Periodical student feedback, etc. for smooth execution of the Teaching & Learning process.
- Individual Teaching Plan- At the beginning of every academic session, all faculty members prepare a blueprint of the systematic teaching plan to be followed on a daily, weekly, and monthly basis. This is collaborated by daily diary with details of daily teaching maintained by individual teachers

which are checked by respective Heads, Deans followed by the Vice-Principal and the Principal. In the process the lacuna if any, in the perspective plan are discussed, suggestions are given and the teaching plan is edited and improved at the steps where necessary. This ensures organized structure and systematic completion of syllabi in all classes.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/6.5.2-Additional.pdf

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

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	http://staloysiuscollege.ac.in/en-in/wp-content/uploads/2022/01/IQAC%20Report%202020-21.pdf
Upload e-copies of accreditations and certification	<u>View File</u>
Upload details of quality assurance initiatives of the institution	<u>View File</u>
Upload any additional information	<u>View File</u>

#### INSTITUTIONAL VALUES AND BEST PRACTICES

#### 7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

St. Aloysius College possesses a privileged right to promote and

ensure women's empowerment through gender equity in education.

Women Cell of the college organizes gender-centric awareness program, Self-defense training, seminars on gender equity and division, perception, and sensitivity.

The college places a strong emphasis on women's health. A dedicated gym is established for female staff and students. Female washrooms are provided with sanitary napkin vending and disposal machine for the safe and hygienic disposal of sanitary napkins.

The institution provides safety and security; CCTV Surveillance is installed in every classroom and throughout the campus with security arrangements. The Institution advocates the empowerment of women and has zero tolerance for ragging and sexual harassment. The college has an Internal Complaints Committee that diligently looks into these matters. Complaint boxes have been placed at different places in college for the reporting of grievances.

Female students' personal and professional grooming is given top priority. The institution's counselor provides personal counseling and guidance to students. For career counseling, the Training & Placement Cell conducts special lectures, mock interviews, and other activities.

Gender studies equity is introduced into the undergraduate curriculum to help young minds to modify their gender perceptions through primary and forceful education.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional Information	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/7.1.1-gender- sensitivity.pdf

7.1.2 - The Institution has facilities for	B. Any 3 of the above
alternate sources of energy and energy	
conservation: Solar energy Biogas	
plant Wheeling to the Grid Sensor-based	
energy conservation Use of LED bulbs/	
power-efficient equipment	

File Description	Documents
Geotagged Photographs	<u>View File</u>
Any other relevant information	<u>View File</u>

- 7.1.3 Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)
- St. Aloysius College takes initiatives to improve environmental quality and preserve the environment for future generations by managing degradable and non-degradable trash.
  - There are dustbins in every classroom, laboratory, restroom, and canteen, as well as around the campus. Solid garbage is collected and separated, while biodegradable waste is deposited in a Vermicompost unit and converted into environmentally friendly compost.
  - 2. Liquid acidic chemical waste is diluted and disposed of from the laboratory into the college's common drainage system, together with wastewater from the toilets and departments, to the municipal main drainage system.
  - 3. Biomedical trash, such as gloves, masks, syringes, cotton, culture tubes, and media is autoclaved and discarded in the garbage bin.
  - 4. Non-biodegradable materials (things from the computer lab and electronics lab that are no longer functional) sell to electronic garbage dealers.
  - 5. Hazardous chemical waste is maintained by employing alternative experimental procedures by using the minimum quantity of reagents in the synthesis of organic and inorganic compounds.
  - 6. The solid degradable waste from the canteen kitchen, dried leaves of the campus, and used papers are recycled in a vermicompost pit.
  - 7. Students are made aware of Trash management practices through lectures, advertisements on notice boards in order to reduce waste on campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<u>View File</u>
Geotagged photographs of the facilities	<u>View File</u>
Any other relevant information	<u>View File</u>

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

B. Any 3 of the above

File Description	Documents
Geotagged photographs / videos of the facilities	<u>View File</u>
Any other relevant information	<u>View File</u>

#### 7.1.5 - Green campus initiatives include

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

- 1. Restricted entry of automobiles
- 2. Use of bicycles/ Battery-powered vehicles
- 3. Pedestrian-friendly pathways
- 4. Ban on use of plastic
- 5. Landscaping

A.	Any	4	or	All	of	the	above

File Description	Documents
Geotagged photos / videos of the facilities	<u>View File</u>
Various policy documents / decisions circulated for implementation	<u>View File</u>
Any other relevant documents	<u>View File</u>

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

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- 7.1.6.1 The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:
- A. Any 4 or all of the above

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

  Reports on environment and energy audits submitted by the auditing agency

  Certification by the auditing agency

  Certificates of the awards received

  Any other relevant information

  Documents

  View File

  View File

  View File
- 7.1.7 The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.
- A. Any 4 or all of the above

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

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

St. Aloysius College engages in a variety of activities, providing an inclusive environment of harmony among students and faculty. Every year, the organization holds the Jabalpur Inter-religious Forum (JIRF), which commemorates the five major Indian festivals, Deepavali, Id, Guru Nanak Jayanti, Mahavir Jayanti, and Christmas in order to harness the power of religious traditions and foster religious diversity.

The walls of the Prerna (Auditorium) and College gate are etched with religious motifs, symbolizing the institution's ethos for cultural and communal diversity.

To encourage linguistic diversity among students, German, French, and South Indian classes were offered in addition to basic Hindi and English instruction.

Students participated in a number of activities, such as Sant Ravidas Jayanti, Women's Day, and cultural exchange program, which were intended at developing a tolerance for ethnic, regional, and societal differences.

Institution emphasizes diversity in admission (different states, countries, different cultures) because different perspectives allow students to learn from one another.

The institution's clubs held activities on a regular basis to preserve an inclusive environment. Many awareness efforts and rallies were organized by NSS and NCC volunteers. By celebrating diverse social and economic activities, the institution successfully promotes a sense of national integration among students.

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

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

St. Aloysius College initiated many activities to help young minds in becoming responsible citizens. A plan of action of the activities on constitutional obligations was drafted by the departments. Each day the college starts with an assembly on various issues and commemorative days, which was sourced to instill values, constitutional rights, and responsibilities of students and staff.

Every year, the college observes 26th November as Constitution Day. On this day the Department of Biotechnology hosted a Quiz Competition and a pledge-taking ceremony was organized to mark the celebration of Constitution Day. On the same day, an online group discussion on the issue of the "Preamble to the Constitution" was conducted. Apart from that, the students of the English department held a virtual slogan writing competition to observe "World Day of Social Justice."

The Department of Political Science hosted Panel Discussion and Speech Competition on the theme "Recover Better- Stand Up for Human Rights". The students of the Political Science Department have taken the initiative to raise awareness among other students about the fundamental rights and responsibilities of Indian citizens. Youth Day and Voter Day were commemorated to encourage youth participation.

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

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts

A. All of the above

periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

File Description	Documents
Code of Ethics - policy document	<u>View File</u>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	<u>View File</u>
Any other relevant information	<u>View File</u>

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

The institution places a high value on National and International Days, which are celebrated with zeal. Cultures and constitutional festivals are important aspects of the college's extracurricular activities. Students celebrate special days during the session with the support of teachers, which helps them learn about other cultures and cognitively imagine India as a nation. The college diary contains details of significant events that demonstrate the institution's enthusiasm for honoring many national and international days, memorial events, and festivals.

The 26th of January and the 15th of August were commemorated to honor the leaders and pay tribute to their achievements. The institution honors and commemorates historical figures such as Mahatma Gandhi, Sardar Vallabhbhai Patel, and others from the fields of politics, socialism, culture, and science.

Woman's accomplishments and significance are honored on International Women's Day. International Yoga Day was commemorated to raise awareness about the benefits of yoga. Teacher's Day was observed to promote the ideals and values of a true educator. Hindi Diwas was observed by the Hindi department to raise awareness of the language and to commemorate the day it became one of India's official languages. Aids Day was commemorated to improve HIV awareness and combat discriminatory attitudes.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<u>View File</u>
Geotagged photographs of some of the events	<u>View File</u>
Any other relevant information	<u>View File</u>

#### 7.2 - Best Practices

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

"Mixed Learning: A Blended Approach towards enhanced students, elearning experience" The objective is to ensure the learners' progressive development through collaboration of e-learning to face2face learning, nurturing individual self-experience. This approach is to overcome the challenge of catering to individual students' diverse learning capacity, availability of learning content, student's progressive assessment, and real-time learning experience of e-learning. This approach is aimed at, on-time delivery of students' growing demands for e-learning. Tailored eteaching techniques, e-notes, e-Lectures, and e-learning resources, have proved to have effective learning outcomes. Resource availability and faculty skill enhancement were small blocks, which were addressed through the conduction of In-house FDP and workshops. To inculcate a blended hybrid teaching and learning in the institution, the management initiated various training programs for the faculties, procured high video conferencing tools for online classes, LAN network in all classrooms, E-notes, E-lectures, and E-books for the students as per their learning capacities were benchmarked to this initiative. Students' preconceived notions of traditional classrooms being effective, their varied learning capacity, their responsiveness, higher rate of absenteeism, and poor network connectivity were certain problems during this phase of transformation. Breaking down the traditional walls of teaching, blended with present-day technology this approach has fostered, students' self-paced individual learning capacity, increased satisfaction, and higher information retention.

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File Description	Documents
Best practices in the Institutional website	http://staloysiuscollege.ac.in/en-in/wp-co ntent/uploads/2022/02/Best- practice-20-21.pdf
Any other relevant information	http://117.196.209.20/ssr_portal/wp-conten t/uploads/2022/04/7.2.1-any-other-relevent- information.pdf

#### 7.3 - Institutional Distinctiveness

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

"Integration of Virtual Competencies towards Authentic Learning"

With the changing educational realms, embracing the technological advancements, the college this year employed the theme of "Technology-Enabled Teaching & Learning" with the objective of "relearning", significantly towards enhancement of faculties' skills assuring authentic learning of the students on digital mode. The new "New Normal form" of our work was not limited to only moving teaching and learning contents into digital space, but demanded adequate navigation of the requisite technology.

During this shift, the changing function and scope created competitive advantages for the learners and the college as a whole. The college created a benchmark, by recording approximately 4000 e-lectures by the teachers. The technical skill-set gave 40% of our teaching fraternity, an opportunity to be a part of the e-content creation for MP State Higher Education. For better access to students, these e-lectures were uploaded to the Cloud, through Moodle platform.

In-house training programs, Faculty Development programs, procurement of high video conferencing tools for lecture recording (high-end camera, pen tabs, high-end laptops with LAN network), Enotes, E-lectures (of classes taken), E-books, and separate remedial classes for the students as per their learning demands were constructs to this initiative.

File Description	Documents
Appropriate link in the institutional website	http://staloysiuscollege.ac.in/en-in/wp-co ntent/uploads/2022/02/Institutional- Distinctiveness-1.pdf
Any other relevant information	<u>View File</u>

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

The College has specific plans for future development in different areas based on the feedback from stakeholders and suggestions from the IQAC in order to accomplish the institution's goals.

Teaching, Learning, and Research

- 1. Expand pedagogical approaches focused on engaging students in learning across the curriculum through field projects and internships under NEP.
- 2. Involve undergraduate and graduate students in rich and varied research, creative projects, and other opportunities under the STAR scheme.
- 3. Achieve high-impact, translational, and innovative research under Design and innovation center.
- 4. Applying for more Major Research Projects by Faculty members.
- 5. Commerce and Physics department going for Research Centre.
- 6. Student Faculty Exchange programs outside India.
- 7. To start Value-Added courses in asynchronous mode.
- 8. To commence vocational and elective courses

#### Infrastructure

- 1. Construction of additional infrastructure.
- 2. Install Solar Panels for energy conservation.
- 3. To establish Media Center.
- 4. Implementation of SmartBook Accessing system using RFID in the

#### Library.

#### Memorandum of Understanding

- 1. MOUs' with international and National institutions of excellence.
- 2. MOUs with Corporates and Industry Associations to promote Academia-Industry Linkages, to enable placements, internships, training, etc. for the students.
- 3. Providing consultancy to school education.

#### Others

- 1. To foster and strengthen relationships with the Alumni.
- 2. Steps to enhance public perception at the International level.
- 3. More teachers joining the international academic and research programs, to develop global competence and incorporate global perspectives into their teaching.