

**IQAC ACTION PAN WITH OUTCOMES ACHIEVED DURING THE
ACADEMIC YEAR 2018-19**

SI No	Action Plan	Outcomes achieved by end of the year
1.	<p>Curricular Aspects</p> <ul style="list-style-type: none"> -Post-graduation program -Faculty induction program was organised to all new faculty -Faculty development program -Student strength at college level -Plan to enhance students enrolment in humanities -Plan to increase in the intake of M.Com -Curriculum review and up-gradation 	<ul style="list-style-type: none"> - MA in Journalism & Mass Communication was established -Induction Programme on preparation of lesson plan was organized for the newly appointed staff members on 28th& 29th May, 2018. The resource person was Ms. Priya S, Vice Principal, SJEC -Faculty development program on Relevance of teaching and Lesson plan was organised for all the faculty members on 30th and 31st May, 2018. The resource person was Mr. Clement D’Souza, Vice Principal, St. Joseph’s College, Lalbagh road, Bangalore -Enhancement of student strength at college level from 1166 to 1241 during the academic year 2018-19 -Increase in the intake of M.Com Seats from 40 to 50 -Increase in student’s strength by over 10% in the Dept. of Humanities -Every department reviewed and updated the curriculum during the annual BOS meet. - Review and upgrading of Choice Based Credit System (CBCS)
2.	<p>Teaching-Learning</p> <ul style="list-style-type: none"> -Faculty development program -Student feedback on quality of teaching-learning process, class-room management, student mentoring -Self appraisal of all faculties -HOD/Coordinator appraisal of teaching faculty -Teaching aids like laptop, internet facilities, overhead projectors, speakerphone 	<ul style="list-style-type: none"> - Talk on “Teaching-learning process, class room management, student-teacher rapport and learning resources” by Mr. Diwakar Yadav , Faculty and Head, Department of English - Talk on “How to make class room teaching-learning process joyful and effective at SJEC”by Fr. Clarence D'Souza SJ, Vice-Principal (Admin.), St. Joseph’s College. -Self, Department, Association, Coordinator, Peer appraisal for staff was organized. Director and Principal met the faculty and departments. Concerns were deliberated and suggestions were given to further the quality of

	<ul style="list-style-type: none"> -Remedial for slow learners -Academic mentoring -Teaching plan 	<p>performance.</p> <p>-Student's Feedback on teaching-learning: Staff evaluation by the students was conducted to appraise the quality of teaching-learning process, classroom management, student-teacher rapport and overall progression of teaching and learning. In order to ensure the participation of students in quality check and management a systematic and well-thought out feedback system is in place. The methods and means of collecting feedback are - Suggestion Box, Online Feedback, Informal Feedback, Feedback by the Student Council</p>
<p>3.</p>	<p>Examination</p> <ul style="list-style-type: none"> -Orientation on examination process -Makeup tests for deserving students -Result analyses and remedial coaching -Board of Examiners and Panel of Examiners -Roles and responsibilities of Chairperson and members of BOE - Quality of evaluation - Result analysis - Students performance and outcomes 	<ul style="list-style-type: none"> -Examination policies, processes and procedures, CIA and ESE, CBCS, Credits for Co-curricular and Extra-curricular activities by Mr. John Bosco, COE -Makeup tests as a part of CIA improved students' performance -Result analyses and remedial coaching - Strengthening the job description of Board of Examiners and Panel of Examiners -Strengthening the roles and responsibilities of Chairperson and members of BOE -Emphasis laid to enhance the quality of curriculum design, teaching-learning process, evaluation and result -One time measure for completion of graduation to all students who have exhausted the time limit for course completion

<p>4.</p>	<p>Research and Development</p> <ul style="list-style-type: none"> - Talk on “How to prepare quality minor and major research project proposal -Students were oriented and encouraged to participate, present and publish research papers at State/National/International conferences and workshops - Faculty members were oriented and encouraged to participate, present and publish research papers at State/National/International conferences and workshops 	<ul style="list-style-type: none"> -How to prepare quality minor and major research project proposal by Dr. Raja Jebasingh, Assistant Professor and Research Supervisor from St. Joseph’s College of Commerce -Preparation of quality research paper by Ms.Bhavani, Principal Nagarjuna Degree College -Over 25 publications were made by faculty members in different reputed publications -Faculty members participated and presented over 120 research papers at different state / national / international conferences / seminars / workshops -Over 60 UG and PG students participated and presented research papers in different national and international conferences / seminars / workshops -Faculty members were invited as resource persons / experts for BOE / BOS / AC/GB
<p>5.</p>	<p>Infrastructure and Learning Resources</p> <ul style="list-style-type: none"> -Plan for painting and granite flooring -Waste management system - Gardening and students seating facility at college quadrangle -Procuring and Maintenance and up gradation learning teaching and learning - Procuring and Maintenance of safety and security - Learning resources - Book bank facilities for needy 	<ul style="list-style-type: none"> - Painting and granite flooring for Xavier block was done - Computers were added to the COE office, Installation of water filter in staff room, LCD projectors, teaching aids like laptops, printers and other electronic gadgets were provided to all the departments to enhance the teaching-learning process -Up-gradation of gardening and students seating facility at college quadrangle -655 books have been added to the library for the academic year 2018-19. All the departments have upgraded their shelves in the library with new books, journals and magazines. The economically poor students are allowed to borrow books from Book Bank facility for one full semester.
<p>6.</p>	<p>Student Support and Development</p> <ul style="list-style-type: none"> -Orientation and refresher program for the students -Fee concession for deserving students -Free evening meals scheme 	<ul style="list-style-type: none"> -Six Counselors from Sampurna Montfort College and one from BJES were invited to offer counseling services to our students -Over 50 UG and 35 PG students received financial assistance as scholarships to sustain their studies .7 deserving post-graduation students received free education. During the

	<ul style="list-style-type: none"> -Financial aid for emergency students health need - Talk on “Relevance and impact of student mentoring” -Job placement support -UGC supported community -One time measure for all students who have exhausted the time limit for course completion - Talk on “Relevance and impact of student mentoring” - Formation of Waste Management Committee. 	<p>ensuing academic year 2018-19, Rs. Rs. 27,81,974/- was spent and 397 students have benefited from study scholarship.</p> <ul style="list-style-type: none"> -Free evening meals scheme was enhanced from 197 to 207 students as against last academic year. During the ensuing academic year 2018-19, Rs. Rs. 6,54,720/- was spent and 207 students have benefited from the evening meals scheme. -During this academic year 2018 – 19, Rs. 65,590/- was spent and 9 students have benefited from medical financial assistance -Over 186, ongoing and outgoing placement facilitation was done for ensuing academic year -UGC recognized community college was sustained ITES, Banking and Finance with over 67 students registering for skill enhancement -Waste Management Committee was formed to ensure cleanliness; health and hygiene.
<p>7.</p>	<p>Innovations and Best Practices</p> <ul style="list-style-type: none"> -Twining Programme with the Jesuit missions of Raichur and Anekal -Admission Policy -Co-Curricular Activities -Placement cell 	<ul style="list-style-type: none"> -Twining Programme with the Jesuit missions of Raichur and Anekal has commenced for mutual interaction and sharing of resources for the betterment of both institutions. -Over 150 programs / activities /competitions were conducted by department and college level associations
<p>8.</p>	<p>Faculty enrichment and welfare program</p> <ul style="list-style-type: none"> -Talk on Ignation life, philosophy and pedagogy -Activity on Self-reflection and meditation -Concept, relevance, scope and impact of migration on society -Group discussion and presentation on issues and prospects concerning the growth and development of institution -Workshop on SWOC - Concept, relevance, scope and context --Medical insurance scheme 	<ul style="list-style-type: none"> -Jesuit History, founder, Jesuit legacy, philosophy and Jesuit education by Sweebert, Director, St. Joseph’s College for Law, -History of St. Joseph’s Evening College, its vision, mission, objectives and milestone by Ms. Priya S, Vice Principal of SJEC - A talk on “Professional code of conduct” for staff was delivered by Prof. Gracelet Stanly, former Principal of SJEC -Staff code of conduct and management policies (HR) by Dr. Albert Joseph Smith, Principal and Fr. Arun Prashanth D’ Souza SJ, Director SJEC. -Relevance of working in teams at student, department, inter-dept and college level by Ms. Aparna, Trainer and Coach - Quiz program on “Know your institution” was conducted by Mr. Mohammed Umair, Faculty

<p>for staff and their family</p> <ul style="list-style-type: none"> -Resource support for research programs -Resource support for higher education -Resource support for training and development program -Staff outing for recreation, enrichment and development -Financial assistance extended during emergency -Fee concession provided for staff wards studying at various Jesuit institutions under BJES 	<p>and Quiz Master, St. Joseph's College</p> <ul style="list-style-type: none"> -Relevance and impact of student mentoring by Ms. Miriam, Former Counselor (SJEC) -Relevance of counseling at SJEC by Mr. Ashlon, Head, Department of Psychology - Building Student teacher rapport & class room management by Dr. Kanishka, IQAC Coordinator, SJEC -Concept, relevance, scope and role of teachers in making autonomy effective by Dr. Kanishka, IQAC Coordinator, Faculty and Head, Dept. of Business Administration -Workshop on SWOC was conducted to all teaching faculty on 25th September 2018. The Departments were given opportunity to present the SWOC and same was validated by the resource person. The resource person was Dr.Subhashini Muthukrishnan, Dean of humanities, Jain University. <p>Faculty enrichment programme was organized on 26th September, 2018 to teaching faculty at Prerana (Ignatian Spirituality Centre) Mount St. Joseph's, Bannerhatta Road, Bangalore. Some of the important activities conducted during FEP are</p> <ul style="list-style-type: none"> • Talk on Ignatian life, philosophy and pedagogy by Fr. John Pradeep SJ, Director of Prerana (Ignatian Spirituality Centre) • Self-reflection and meditation facilitated by Fr. Arun Prashanth D' Souza SJ, Secretary and Treasurer of BJES and Director of SJEC • Concept, relevance, scope and impact of migration on society by Fr. Francis Balraj SJ, Prof. of MSW department, St. Joseph's College. Bangalore • Group discussion and presentation on issues and prospects concerning the growth and development of institution and its stakeholders • Campus tour was organized to learn about the various infrastructure and learning facilities and services provided at Mount St. Joseph's <p>-Jesuit lay collaboration seminar was organized by the management as a part faculty development program on 28th, 29th & 30th September 2018 for all the newly appointed</p>
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		<p>staff at St. Joseph's College, Lalbagh Road. Over 12 teaching faculty participated in the JESCOL seminar.</p> <p>-Financial assistance in the form of loan was offered to staff to meet their educational and personal requirements</p> <p>-Special financial and non-financial assistance was provided to all the staff attending various enrichment and research programs.</p>
<p>9.</p>	<p>Documentation and Validation</p> <p>-Monitoring, intervention , validation and documentation of action plan/program/activities of department</p> <p>-Monitoring, intervention , validation and documentation of action plan/program/activities of college level clubs/associations</p>	<p>- IQAC validation: Director, Principal, Vice Principal and IQAC Coordinator validated the annual action plan of all departments and associations on 12th and 13th July, 2018 between 2:30 PM to 8:00 PM in conference room. All the members of the department and associations/clubs presented the action plan and various documents pertaining to the same were produced. Some of the important documents produced for the verification during the validation process were, department minutes book, BOS documents, teaching Plan, department association box file and self-appraisal.</p>