

Government of Andhra Pradesh
Commissionerate of Collegiate Education
Academic & Administrative Audit of Degree Colleges (2018-19)
Format - III for submission of Academic Advisors Report (AAR)

Zone : I

District : Visakhapatnam

AISHE CODE: C-23853

COLLEGE PROFILE

1	Name of the College, URL of Website, email and Phone number	St. Joseph's College for Women (Autonomous), Visakhapatnam www.stjosephsvizag.com sjcwvizag@gmail.com 0891 2558346		
2	Name of the Principal, email & Mobile Number	Dr. Sr. Shyji P.D, (vincysja1@gmail.com) 9491789574		
3	Name of the Vice-Principal, email & Mobile Number	Sr. Hema. S. (hemasr9@gmail.com) 9492620618		
4	Name of the IQAC Coordinator, email & Mobile Number	Dr. P. Sarada. (psarada71@gmail.com), 9949498981		
5	Year of Establishment & details of land available if any	1958, Own land		
6	Affiliating University & AISHE CODE:	Andhra University		
7	NAAC Grade with Cycle, Accredited Year & CGPA (Status of preparation if not Accredited)	Re-accredited by NAAC with 'A' Grade, 2014 (Third Cycle - 3.01/4.0)		
8	UGC Recognition (2f & 12 B)	Yes		
9	College Working Hours(if shift system mention details of both shifts & give reasons for shift system)	9.00 am to 4.00 pm		
10	No. of Posts Sanctioned:	Regular Working: 91	Contract Working: Nil Redeployed-1 PTL-5	Guest Working: 2
11	Course wise & year wise Students strength particulars (Proforma enclosed)	Annexure - I Enclosed		

12	Current Year Admissions Abstract	Annexure - II Enclosed		
13	List of Programmes and Courses with Codes	Annexure - III Enclosed		
I-CURRICULAR ASPECTS				
	Item	Impression of Academic Advisor along with grade A(Good)/B(Satisfactory)/C(poor) after Observation		Recommendation/Suggestions by Academic Advisors
		Grade	Impression	
14	Implementation of Annual Institutional Plan	A		
15	Departmental Annual Curricular Plans	A		
16	Whether the above two circulated among Students?	A	YES CIRCULATED	
17	College Activity Register 2018-19	A		May be Maintained as per CCE Prescribed Format
18	College Calendar/College Magazine	A		
19	Add-on Courses (Department-wise) completed during 2017-18	A		
20	Add-on Courses (Department-wise) in 2018-19	A		Recommended to Start Addon Courses by other Departments
21	Coverage of Syllabus (Average Percentage)	A		
22	Teaching of Value added courses (HVPE & Foundation Courses)	A		
23	No. of New UG & PG Courses introduced in 2018-19	C		Recommended to Introduce New Courses
24	Maintenance of Student Attendance Registers	A		
25	Whether feedback on curriculum was obtained from stake holders and analysed	A		
II-TEACHING, LEARNING & EVALUATION				
26	Student admissions-Cut off marks and % of SC,ST, BC, minority and OC students admitted(Group wise) in 2018- 19	A		
27	Social-economic status of students enroled(Group wise and Year wise) in 2018-19	A		

	Item	Impression of Academic Advisor along with grade A (Good)/B (Satisfactory)/C (poor) after Observation		Recommendation/Suggestions by Academic Advisors
		Grade	Impression	
28	Demand Ratio (Group wise)	A		
29	Percentage of differently abled students (Divyangjan) on roll		No such students are onrolls	
30	Percentage of full time teachers against sanctioned posts in 2018-19	A	Only 13 Aided lecturers are working at Present	Government need to recruit and appoint new Aided Lecturers
31	Student - Full time teacher ratio	A		
32	Number of days from the date of last semester-end/ year-end examination till the declaration of results in 2018-19	A		
33	Teaching Diaries & Teaching Plans in Prescribed Formats	A		
34	Use of ICT in teaching and learning	A		
35	Average percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.	B		Faculty and students are advised to get Registered for LMS
36	Co-Curricular Activities (College level)	A		
37	Seminars/conferences/workshops organised in 2018-19	B		Sciences and Commerce Departments are suggested to Conduct Seminars and Workshops
38	Academic Competitions (College Level & Above)	A		
39	Conduct of Internal Examinations-Internal assessment	A		
40	Teacher wise result analysis (MARCH/APRIL -2018 & SEP/OCT/NOV- 2018)	A		
41	Pass percentage of students (Group wise) in 2018-19	A		
42	Percentage of students undertaking field projects / internships	A		
43	Remedial Classes	A		Suggested to Maintain Records in CCE Prescribed Format
44	Conduct of Bridge course	A		

	Item	Impression of Academic Advisor along with grade A (Good)/B (Satisfactory)/C (poor) after Observation		Recommendation/Suggestions by Academic Advisors
		Grade	Impression	
45	Feed back on Teachers by Students and its analysis	A		
46	Student satisfaction survey-Feed back on teaching and learning process by Students and its analysis	A		
III-RESEARCH, INNOVATIONS AND EXTENSION				
47	Is the College a Recognized Research Centre	C	Not Recognised	Suggested to get Recognition
48	No. of Research Guides in the College	B		
49	No. of Research Scholars working for M.Phil & Ph. D		Not Applicable as it is not Recognised Research Centre	
50	Major/Minor/Other Research Projects	B		Suggested to persue New Projects
51	Research Papers Published in 2018-19 (International/ National)	A		
52	Papers Presented in 2018-19 (International/ National/ State)	A		
53	Books Published in 2018-19 (Single Author/ Co Author)	A		
54	Seminars/Workshops/ Training Programme Conducted in 2018-19 (International/ National/ State)	A		
55	Record of Consultancy in 2018-19	A		
56	Whether the Institution has created an ecosystem for innovation including incubation centre and other initiatives for transfer of knowledge	A		
57	Whether the institution conducted workshop/seminars on Intellectual Property Rights (IPR), Industry-Academia Innovative practices	A		
58	Record of MoUs in 2018-19	A	MOU not in UGC legal Format	Suggested to Obtain in UGC legal format
59	Record of Subject/Department Related Extension Activities	A		Suggested to maintain in CCE Format

	Item	Impression of Academic Advisor along with grade A (Good)/B (Satisfactory)/C (poor) after Observation		Recommendation/Suggestions by Academic Advisors
		Grade	Impression	
60	Number of extension programmes conducted in the neighbourhood community to sensitize the students	A		
61	Number of extension programmes conducted in collaboration with Community/NGOs through NSS/NCC/Red Cross/YRC etc.,	A		
62	Details of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, ODF, Aids Awareness, Gender Issue, etc	A		
63	Number of awards and recognition received for extension activities from Government/ recognised bodies	A		
IV-INFRASTRUCTURE AND LEARNING RESOURCES				
64	Number of Class rooms, Labs and computing equipment	A		
65	Facilities for sports, games (indoor, outdoor, gymnasium, yoga centre etc.) and cultural activities	A		Recommended to Construct Indoor Stadium
66	classrooms and seminar halls with ICT - enabled facilities such as smart class, Virtual Class Room, LMS, etc.	A		
67	Budget allocated for infrastructure augmentation	A		
68	Library is automated using Integrated Library Management System	A		
69	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment	A		
70	Does college has e-Journals, e-books, e-ShodhSindhu, Shodhganga membership and Databases	A		

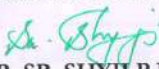
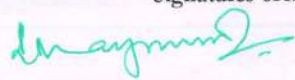
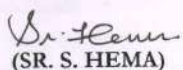
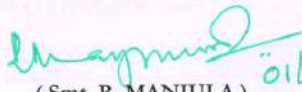
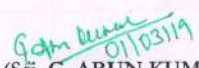
	Item	Impression of Academic Advisor along with grade A (Good) / B (Satisfactory) / C (poor) after Observation		Recommendation/Suggestions by Academic Advisors
		Grade	Impression	
71	Expenditure for purchase of books and journals in 2017-18	A		More funds may be Allocated for Purchase of New Books
72	Percentage per day usage of library by teachers and students	A		
73	Student-Computer ratio	A	1:09	
74	Wifi in the campus	A		
75	Updation of IT facilities	A		
76	Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component	A		
77	Established systems and procedures for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc	A		
V-STUDENT SUPPORT AND PROGRESSION				
78	Average percentage of students benefited by scholarships by the Government in 2017-18	A		
79	Average percentage of students benefited by scholarships by the Institution in 2017-18	A		
80	Average percentage of students benefited by guidance for competitive examinations and career counseling offered by the institution in 2017-18	A		
81	Average percentage of placement of outgoing students in 2017-18	A		
82	Student grievances redressal mechanism	A		
83	Number of capability enhancement and development schemes conducted (like Career guidance, Remedial coaching etc.,)	A		
84	Percentage of student progression to higher education	A		

	Item	Impression of Academic Advisor along with grade A (Good) / B (Satisfactory) / C (poor) after Observation		Recommendation/Suggestions by Academic Advisors
		Grade	Impression	
85	Average percentage of students qualifying in state/ national/ international examinations (like NET, SLET, GATE, Civil services, state government etc.,)	B		More number of students should be Encouraged

	Item	Impression of Academic Advisor along with grade A (Good) / B (Satisfactory) / C (poor) after Observation		Recommendation/Suggestions by Academic Advisors
		Grade	Impression	
86	Number of awards/medals for outstanding performance in sports/cultural activities	A		
87	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution	A		
88	Records of significant achievements in Sports & Games	A		
89	Number of sports and cultural activities / competitions organised in the Institution in 2017-18	A		
90	Alumni contribution in 2017-18 (In Rs)	A		
91	Number of Alumni Association / Chapters meetings held in 2017-18	A		
92	Maintenance of JKC facilities & records	A		
93	Record of Student trained and placed in JKC	A		
94	Record of Anti Ragging cell	A		
95	Maintenance of drinking water	A		
96	Maintenance of sanitation	A		
VI-GOVERNANCE AND LEADERSHIP				
97	Staff Council Register	A		
98	Functioning of Committees in Administration (Minutes of meetings)	A		
99	Awards/Achievements	B		Suggested to Try for More Awards
100	Use of ICT in Governance	A		
101	Perspective/Strategic plan and deployment documents	A		
102	Organizational structure of the Institution	A		
103	Implementation of e-governance in Planning and Development, Administration, Finance and Accounts, Student Admission and Support, Examination	A		

	Item	Impression of Academic Advisor along with grade A (Good)/B (Satisfactory)/C (poor) after Observation		Recommendation/Suggestions by Academic Advisors
		Grade	Impression	
104	Percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies in 2017-18	A		
105	Number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff in 2017-18	A		
106	Percentage of teachers attended professional development programs (Orientation Program, Refresher Course, Short Term Course etc.) in 2017-18	A		
107	Orientation Program, Refresher Course, Short Term Courses attended by the faculty	A		
108	Funds / Grants received from non-government bodies, individuals, philanthropers in 2017-18	A		
109	Average number of quality initiatives by IQAC for promoting quality culture per year	A	on an average 15 Quality Initiatives are Taken	
110	Participation in NIRF-2017	A	Got 87th Rank in NIRF	
111	IQAC activities & maintenance of records , (Action Plan/Minutes of Meeting/Proof of submission of AQAR to NAAC/Activity register etc)	A		
VII-INSTITUTIONAL VALUES AND BEST PRACTICES				
112	Percentage of power requirement of the Institution met by the renewable energy sources	A		
113	Waste Management steps taken	A		
114	Rain water harvesting structures and utilization in the campus	A	4 Rain water harvesting structures are observed	
115	Facilities for Differently abled (Divyangjan) (ramp, scribe for examination etc.,)	A	Lift is Available for them	

	Item	Impression of Academic Advisor along with grade		Recommendation/Suggestions by Academic Advisors
		Grade	Impression	
116	Green Practices(plastic free campus, green landscaping etc.,)	A		
117	Record of best/innovative practices by the institution	A		
118	College Activity Register 2017-18 & Hard Copy of AQAR 2016-17 (should be available with the Principal & placed in Website	A		
119	The number of classes(per week) taken by the Principal	A		
120	Research projects/Publications/ study material developed in 2017-18 by the College	A		
College Grading - A				

<p>Name & Signature of the Principal with date</p> <p style="text-align: center;"> (DR. SR. SHYJI P.D.) St. Joseph's College for Women(A), Visakhapatnam</p>	<p style="text-align: center;">Signatures of Academic Advisors</p> <p style="text-align: center;"></p>
<p>Name & Signature of the Vice-Principal with date</p> <p style="text-align: center;"> (SR. S. HEMA) St. Joseph's College for Women(A), Visakhapatnam</p>	<p style="text-align: center;"> (Smt. R. MANJULA) 01/03/19 Lecturer in Physics, Visakha Govt. Degree College (W), Visakhapatnam</p>
	<p style="text-align: center;"> (Sri. G. ARUN KUMAR) Lecturer in Commerce, GDC (M), Srikakulam</p>