Pal Shikshan Sanstha's

Affiliated to Mumbai University

St. Paul College

NAAC Accredited
ISO 9001:2015 Certified

IQAC ANNUAL REPORT

2021-2022

INTERNAL QUALITY ASSURANCE CELL

OBJECTIVE

- To develop & implement a focused system of quality assessment & management.
- To Play a Catalytic role in the development of the institution.
- To initiate quality improvement activities among staff & students.
- To audit, assist & accompany all department in their day to day processes.
- To become a bridge that connects all stakeholders including Staff, Students, Parents, Alumni & Industry Partners in the quality journey.

VISION

"We aim to excel in education, innovation, and ethical values, fostering a diverse community committed to lifelong learning and societal impact."

MISION

- To cultivate excellence in education through rigorous academic programs that foster critical thinking and innovation.
- To uphold ethical values and principles in all aspects of college life, promoting integrity and responsibility among students and staff alike.
- To nurture a diverse and inclusive community that celebrates differences and promotes mutual respect and understanding.
- To encourage lifelong learning opportunities that empower students to adapt and thrive in a rapidly changing global landscape.
- To inspire and facilitate societal impact through community engagement, service-learning initiatives, and ethical leadership development.
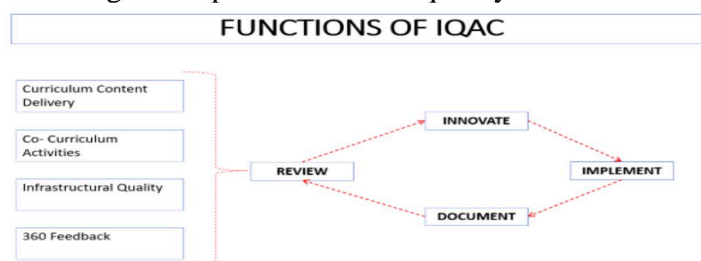
FUNCTIONS

Development and implementation of Quality Assurance Policies (QAPs).
Preparation and submission of Annual Quality Assurance Reports (AQARs) to NAAC.
Organizing workshops, seminars, and training programs on quality enhancement.
Facilitating internal and external quality audits and assessments.
Monitoring and evaluating the implementation of quality initiatives.

FUNCTIONS OF IQAC

- Curriculum Content Delivery
- Co- Curriculum Activities
- Infrastructural Quality
- 360 Feedback

REVIEW → INNOVATE → IMPLEMENT → DOCUMENT → REVIEW

IQAC Composition

Sr. No.	Designation & Affiliation	Name of the Person
Chairperson		
1	Principal	Dr. Antony Lawrence
Vice Principal		
2	Member	Prof. Sharayu Gupte
IQAC Coordinator		
3	IQAC Incharge	Prof. Amelia Antony
Teacher Faculties		
4	Member, H.O.D (B.Com)	Prof. Srishti Masand
5	Member H.O.D (BMS)	Prof. Muskan Jeswani
6	Member H.O.D (B.com A&F)	Prof. Harjeet kaur
7	Member, Faculties	Prof. Payal Hinduja
8	Member, Faculties	Prof. Dinesh Motwani
9	Member, Faculties	Prof. Pravin Nikam
Administrative Officers		
11	Member, Registrar	Mrs. Jagruti Choudhary
Nominee from Industry		
12	Member, Industrialist	Mr. Gul Advani
Local Society Nominee		
13	Member, Local	Mr. Eknath Padhare
Nominee from Alumni, Student & Parents		
14	Member, Alumni Representative	Mr. Manish Gond
15	Member, Student Representative	Ms. Pallavi Dara
16	Member, Parent Representative	Mrs. Shraddha Patil

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® RICL
Facilitating Business for Enhanced Efficiency

Certificate of Registration

This is to certify that

St. Paul College

Behind VTC Ground, Near Ganpati Mandir, Ashele Pada, Post: Ulhasnagar,
Thane - 421004 (Maharashtra), India.

has been assessed by RICL and found to comply with the requirements of

ISO 9001 : 2015
Quality Management System

For the following activities:
Providing Education in the field of B. COM, BMS, BBI, BAF, B. Sc IT, M. Com (Accounts) and M. Com (Management)

This Certificate is Valid from 14/09/2022 Until 13/09/2023

Date of Initial Certification: 14/09/2022
Ist Surveillance on or before: 13/08/2023
IInd Surveillance on or before: 13/08/2024
Certification Valid Until: 13/09/2025

Certificate No.:
22UQ09AZ

Director
Royal Impact Certification Ltd.

623, Tower-B, iThum, Plot No. A - 40, Sector - 62, Noida 201301, India.
www.isointernational.org, info@isointernational.org
Phone : +91 120 4113893

UNITED
ACCREDITATION
FOUNDATION

MEMBER OF MULTILATERAL
RECOGNITION ARRANGEMENT
IAF

UAF
CB-MS-2606

This certificate can be verified at www.isointernational.org,
www.uafaccreditation.org or at www.iafcertsearch.org

UAF is member of International Accreditation Forum (IAF), the membership status can be verified at www.iaf.nu.
This Certificate remains the property of Royal Impact Certification Limited. Must be returned on request or if certificate is
withdrawn. Validity of this certificate is subject to successful surveillance audits as per dates given above

NAAC ACCREDITATION (1st Cycle)

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

The Executive Committee of the
National Assessment and Accreditation Council
on the recommendation of the duly appointed
Peer Team is pleased to declare the
St. Paul College
Ashelepada, Ulhasnagar, Dist. Thane, affiliated to University of Mumbai,
Maharashtra as
Accredited
with CGPA of 1.86 on four point scale
at C grade
valid up to November 25, 2024

Date : November 26, 2019

Director

EC(SC)/47/A&A/MHCOG2N104567

AQAR

St. Paul College submits its Annual Quality Assurance Report (AQAR) to the National Assessment and Accreditation Council (NAAC) every year. This report documents the institution's quality enhancement initiatives, academic and administrative achievements, and compliance with NAAC guidelines. The AQAR includes detailed information on various aspects such as curriculum development, teaching-learning processes, research and innovations, community engagement, infrastructure improvements, and student support services. By submitting the AQAR annually, the college demonstrates its ongoing commitment to quality assurance and continuous improvement, ensuring transparency and accountability in its educational practices.

➤ Academic Calendar

St. Paul College meticulously prepares its academic calendar through a collaborative process involving faculty, administration, and student representatives. The calendar is designed to align with educational objectives and regulatory guidelines, ensuring a balanced distribution of instructional days, examinations, holidays, and co-curricular activities. Key considerations include optimizing the academic workload, accommodating seasonal breaks, and integrating opportunities for professional development and extracurricular engagement. Regular reviews and updates are conducted to address emerging needs and feedback, ensuring the calendar supports an enriching and efficient academic experience for all stakeholders.

➤ Green Audit

St. Paul College conducted a comprehensive Green Audit for the years 2019-2022 to assess and enhance its environmental sustainability practices. The audit evaluated key areas such as energy consumption, waste management, water usage, and biodiversity. It involved detailed data collection, on-site inspections, and stakeholder interviews to identify areas for improvement. The findings highlighted strengths and provided actionable recommendations, leading to initiatives aimed at reducing the college's carbon footprint, promoting resource conservation, and fostering a culture of environmental responsibility among students and staff.

➤ Energy Audit

Between 2019 and 2022, St. Paul College conducted a comprehensive energy audit to assess and improve its energy efficiency. The audit involved a thorough examination of energy consumption patterns, identifying key areas of wastage, and evaluating the performance of existing energy systems. By employing advanced monitoring techniques and engaging with energy experts, the college developed a detailed report outlining recommendations for optimizing energy use, implementing sustainable practices, and reducing overall energy costs. The findings led to the adoption of energy-efficient technologies, retrofitting of infrastructure,

and awareness programs aimed at fostering a culture of energy conservation within the campus community.
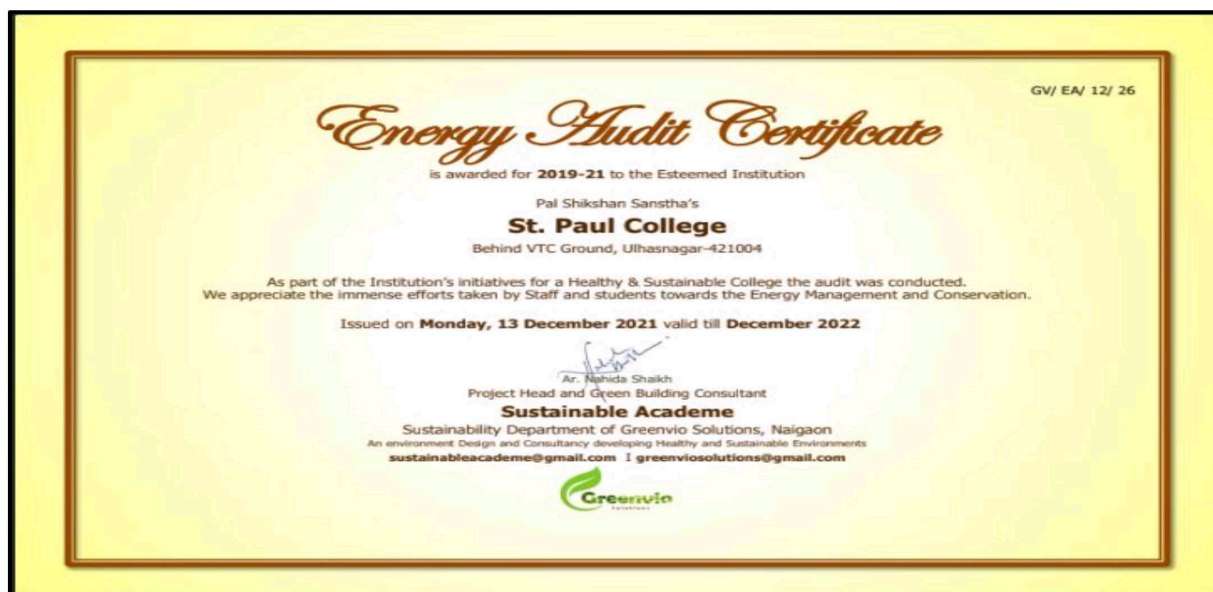
➤ **Environment Audit**

The environment audit conducted at St. Paul College for the period 2019-22 aimed to assess the institution's environmental practices and sustainability measures. The audit evaluated various aspects such as energy consumption, waste management, water usage, and green initiatives. It involved data collection, site inspections, and consultations with staff and students. The findings highlighted areas of strength, such as efficient waste segregation and recycling programs, as well as opportunities for improvement, including the adoption of renewable energy sources and enhanced water conservation practices. The audit's recommendations aimed to foster a more sustainable and eco-friendly campus environment.

➢ AAA Audit

The AAA (Academic and Administrative Audit) conducted at St. Paul College for the period 2019-22 was a comprehensive evaluation aimed at enhancing the institution's overall performance. The audit examined academic programs, teaching methodologies, administrative processes, and support services. It involved systematic reviews, stakeholder feedback, and benchmarking against best practices. Key areas of focus included curriculum effectiveness, faculty development, student satisfaction, infrastructure adequacy, and governance efficiency. The findings were used to identify strengths, pinpoint areas for improvement, and implement strategic initiatives to ensure continuous quality enhancement and institutional excellence.

➢ Gender Audit

St. Paul College conducted a gender audit for the period 2019-2022 to assess and promote gender equality within the institution. The audit involved evaluating policies, practices, and the campus environment to identify gender disparities and areas for improvement. Key areas of focus included enrollment, staff representation, participation in extracurricular activities, and access to resources and support services. The findings were used to develop targeted initiatives aimed at fostering an inclusive and equitable atmosphere for all students and staff, ensuring that gender considerations are integrated into the college's planning and operations.

➢ E-Governance Initiatives

E-Governance refers to the use of Information and Communication Technology (ICT) in order to provide services and communication and exchange of information between different governance heads in a speedy, efficient manner to expedite work. In St. Paul College, e-governance includes all the online services provided by the institute. Appropriate MIS software shall be purchased by the college in order to employ e-governance in different aspects of governance as under

The scope of this policy extends to the following areas:

- Planning and Development
- General Administration
- Student Admission
- Examination
- Library
- Accounts and Finance
- ICT Infrastructure

➢ Financial Support

St. Paul College provides financial support to faculty members for attending conferences and Faculty Development Programs (FDPs) to promote professional growth and enhance academic excellence. This support includes covering registration fees, travel expenses, accommodation, and per diem allowances. The college encourages faculty participation in national and international events by offering grants and stipends, ensuring that the faculty remains updated with the latest developments in their fields and can contribute effectively to the institution's academic environment. This initiative underscores the college's commitment to continuous professional development and academic enrichment.

➢ Performance Based Appraisal

The success of an institution relies on the quality of its staff, necessitating a robust performance management system for continuous improvement and achievement of institutional goals. This policy provides a framework for consistently assessing the performance of teaching and non-teaching staff, fostering their professional growth. The appraisal process is collaborative and aligns individual goals with institutional objectives, reviewing job performance, setting professional goals, and identifying training needs. It applies to all regular employees, with annual appraisals conducted from June 1 to May 31, evaluating performance across both semesters of the academic year.

- **Performance Outcome Indicators:**

The final performance outcome of an appraised staff shall be based on the following Outcome Indicators:

OUTCOME INDICATOR			
SCORE	ALPHA GRADE	SCALE/OUTCOME	DESCRIPTER
90-100	A+	OUTSTANDING	PERFORMANCE IS EXEMPLARY
71-90	A	VERY GOOD	PERFORMANCE IS PROFICIENT
51-70	B+	GOOD	PERFORMANCE IS DEVELOPING
41-50	B	SATISFACTORY	PERFORMANCE CALL FOR CONCERN
BELOW 40	C	UNSATISFACTORY	PERFORMANCE IS UNACCEPTABLE

➢ SWOC Analysis

Strength :

1. Fees installment facility are provided to the student with no-donation or capitation fees.
2. Provides various co-curricular activities for the growth and all- round development of the students.
3. Provision of scholarship and free ship for poor students.
4. All full time, regular and stable faculty members & the faculties are well versed in curricular & Co-curricular activities by attending various, Workshop, seminars & faculty development programs.
5. Participative management culture, friendly working environment for faculty members

6. Active NSS unit & DLLE in social and other activities
7. Involvement and participation of students in decision making process through various committee events.
8. Learner cantered and empathetic teaching
9. Providing students with add on certificate courses, skill development & value base courses.

Weakness :

Weaknesses of an institute, from stake holder's perspective, are the limitations which institute should overcome by using it's strengths. Following are some of the weaknesses of the institute which the institute has already started working on to overcome.

- Lesser emphasis on cutting edge research that addresses real-time problems.
- Limited Student/Faculty exchange programme.
- Less Faculty exposure at international platforms.
- Limited facility of outdoor sports.

Opportunity :

1. The institute plans to encourage contemporary, applied and cross functional (management and technology) research leading to increased numbers of patents, copyrights, start-ups, entrepreneurs, etc
2. Optimum utilization of resources.
3. Scope for introducing more professional courses.
4. Collaborating with organizations and industries for student placement.
5. Modernization of classrooms for enhancing the usage of ICT in teaching learning process can be undertaken.
6. Enhancing research facilities through research projects
7. The institute has a wide base of alumni. It plans to strengthen alumni relations and communication, to advance its mission and goals
8. NEP 2020 highlights importance of cross functional courses which become very apt for the institute where this opportunity becomes even more conspicuous because of role of technology in management.

Challenges :

Challenges for an institute are the areas of concern which are mostly posed due to external environment. The institute sees following as challenges and has a plan to convert them either into opportunity or to safeguard it's interest by insulating itself from the potential challenge.

1. Absence of academic autonomy
2. Fast changing needs of industries
3. Competition from other institutions which have more diversified programs and resources.
4. Technology changes that effect the future growth and productivity.
5. Distant courses provided by other aided institutions.
6. Working students balancing job and education.
7. To prepare students to meet global challenges and making them employable.
8. Promotion of research and seminar culture.
9. Outburst of the professional colleges and students' changing trend.

➢ **IQAC Meetings**

St. Paul College holds regular meetings of the Internal Quality Assurance Cell (IQAC) to ensure the continuous improvement and maintenance of quality standards in all academic and administrative activities. These meetings are typically scheduled on a quarterly basis, providing a platform for members to review progress, discuss strategies, and implement quality enhancement measures. The IQAC meetings focus on monitoring the institution's performance, addressing challenges, and fostering a culture of excellence and accountability. By maintaining regular IQAC meetings, the college emphasizes its commitment to upholding high standards and achieving its mission and vision.

Regular meetings of the IQAC held	**Dates**
	7/12/2021
	11/22/2021
	1/7/2022

FACULTY DEVELOPMENT PROGRAMMES (FDP'S)

The Faculty Development Program (FDP) at St. Paul College was designed to enhance the skills and knowledge of both teaching and non-teaching faculty members. The program included a series of workshops and sessions focused on modern educational techniques, administrative efficiency, and personal development. Topics covered ranged from advanced teaching methodologies, digital tools in education, and student engagement strategies for the teaching staff, to administrative management, effective communication, and professional growth for the non-teaching staff. The FDP aimed to foster a collaborative and innovative educational environment, ultimately improving the overall academic and administrative standards of the institution.

➢ **TEACHING FDP :**

| Sr. No.	Date	Title of Activity
1	5th July to 9th July, 2021	"Innovative Presentaion Skills:" Enhanching Teaching Effectiveness in a Five Days Faculty Development Program" "

➢ **NON – TEACHING FDP :**

Sr. No.	Date	Title of Activity
1	4th Jan to 8th Jan, 2022	"Mastering Computer Networking : "A Five Day Faculty Development Program for Non-Teaching Staff""

➢ Teacher's Orientation Program :

St. Paul College organizes a comprehensive Teachers Orientation Program for newly appointed faculty members to familiarize them with the institution's ethos, policies, and academic expectations. The program includes sessions on the college's mission, vision, and values, as well as an overview of the curriculum, teaching methodologies, and evaluation processes. Additionally, it covers administrative procedures, code of conduct, and available resources for professional development. Experienced faculty and administrators lead interactive workshops and discussions, fostering a collaborative environment. This orientation aims to equip new teachers with the knowledge and tools necessary for effective teaching and integration into the college community.
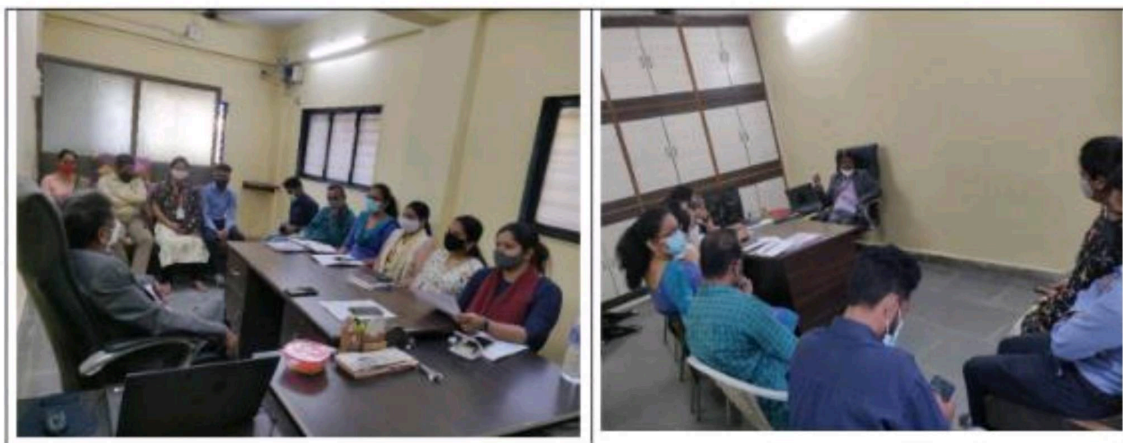
SEMINAR/WORKSHOPS/CONFERENCES

St. Paul College regularly conducts a variety of seminars, workshops, and conferences to promote academic excellence and professional development among students and faculty. These events cover diverse topics across disciplines, including recent advancements in science and technology, contemporary issues in humanities and social sciences, and emerging trends in business and management. Renowned experts, scholars, and industry professionals are invited to share their knowledge and experiences. These activities aim to foster a culture of continuous learning, encourage research and innovation, and facilitate networking opportunities. Through these events, the college enhances its educational environment and keeps the academic community engaged with current developments in their respective fields.

> ## Research Methodology Activities :

St. Paul College has fostered a dynamic research environment for both teachers and students, focusing on interdisciplinary studies that address contemporary educational challenges and societal needs. Faculty members are actively engaged in research projects exploring innovative teaching methodologies, curriculum development, and the integration of technology in education. Concurrently, students participate in research through guided projects, contributing fresh perspectives and novel solutions to real-world problems. The college also emphasizes collaborative research, partnering with local and international institutions to enhance the scope and impact of their findings, and regularly publishes its research outcomes in reputable academic journals and conferences.

• STUDENTS SEMINAR/WORKSHOP/CONFERENCES:

Sr. No.	Date	Title of Activity	Resource Person
1	19th April 2022	Literature Review Workshop	Anika Lakhani
2	15th March 2022	Workshop On Types Of Research Methodology	Amelia Antony
3	11th Feb 2022	Seminar On Plagarism	Antony Lawrence

➢ **IPR Activities :**

St. Paul College actively promotes Intellectual Property Rights (IPR) awareness and education through various activities and programs. These initiatives include workshops, seminars, and guest lectures by experts in the field to educate faculty, students, and researchers about the importance of protecting intellectual property. The college also organizes training sessions on patent filing procedures, copyright laws, and trademark registration. Additionally, faculty and students are encouraged to innovate and create, with support provided for patent applications and other IPR-related processes. These activities aim to foster a culture of innovation and ensure that intellectual contributions are properly recognized and protected.

● **STUDENTS SEMINAR/WORKSHOP/CONFERENCES:**

Sr. No.	Date	Title of Activity	Resource Person
1	4th Feb 2022	Copyright Vs Patent	Adv. Ankita Tiwari
2	9th March 2022	International Perspective On IPR	Adv. Sonam Kotwani

➢ **Entrepreneurship Activities :**

St. Paul College actively fosters an entrepreneurial spirit among its students through a variety of activities and programs. The college hosts workshops, seminars, and guest lectures featuring successful entrepreneurs and industry experts who share insights and experiences. Additionally, it organizes business plan competitions, start-up pitch events, and hackathons to encourage innovative thinking and practical application of entrepreneurial skills. The college's incubation center provides mentorship, resources, and support for budding entrepreneurs to develop and launch their business ideas. These initiatives aim to equip students with the necessary skills, knowledge, and confidence to pursue entrepreneurial ventures, thereby contributing to their personal and professional growth.

● **STUDENTS SEMINAR/WORKSHOP/CONFERENCES:**

Sr. No.	Date	Title of Activity	Resource Person
1	10th January 2022	Develop Mobile App	Simran Kaur
2	20th April, 2022	Event Photography & Videography	Rahul Yadav
3	31st March 2022	Nail Artistry	Mahi Sidhwani

➢ **Incubation Activities :**

St. Paul College actively conducts incubation activities to foster entrepreneurship and innovation among students and faculty. The college's incubation center provides a supportive environment for budding entrepreneurs to develop and refine their business ideas. Activities include workshops on business planning, mentoring sessions with industry experts, networking events, and access to resources such as office space, funding opportunities, and technological support. The center also hosts startup competitions and collaborative projects, encouraging participants to transform their innovative ideas into viable business ventures. These efforts aim to cultivate a culture of innovation and empower the college community to contribute to economic development.

• **STUDENTS SEMINAR/WORKSHOP/CONFERENCES:**

| Sr. No.	Date	Title of Activity	Resource Person
1	7th March 2022	Seminar On Banking Blueprint: Incubating Discruptive Financial Services	Manisha Advani
2	30th April, 2022	Seminar On Tax Planning Strategies For Small Businesses: Maximizing Deductions And Minimizing Liabilities	Mr. Ashwini Singh

St. Paul College offers a diverse range of student enrichment programs aimed at fostering holistic development, academic excellence, and personal growth. These programs include workshops on leadership, career counseling, and skill-building activities, as well as extracurricular opportunities in sports, arts, and community service. Through these initiatives, students are encouraged to explore their interests, develop critical thinking and problem-solving skills, and engage with their peers in collaborative and innovative projects. The college also partners with industry experts and organizations to provide real-world exposure and mentorship, ensuring that students are well-prepared for future professional and academic endeavors.

➢ SLOW LEARNER & ADVANCE LEARNER:

In college, programs for slow learners and advanced learners are tailored to address the distinct needs of these student groups. Slow learners benefit from individualized instruction, additional tutoring, and specialized learning strategies to help them grasp complex concepts at their own pace. These programs often include remedial classes and adaptive technologies to support their academic progress. On the other hand, advanced learners are provided with opportunities for accelerated learning, such as advanced placement courses, honors programs, and independent research projects. These initiatives aim to challenge and engage them, fostering their intellectual growth and preparing them for future academic and professional endeavors.

- **Measures considered to mainstream slow learners:**
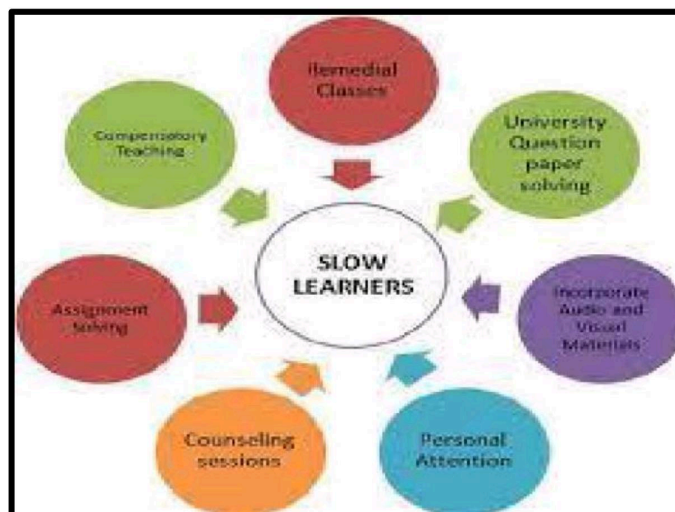
- **Following measures are taken to nurture higher level learning capacity of advanced learners:**
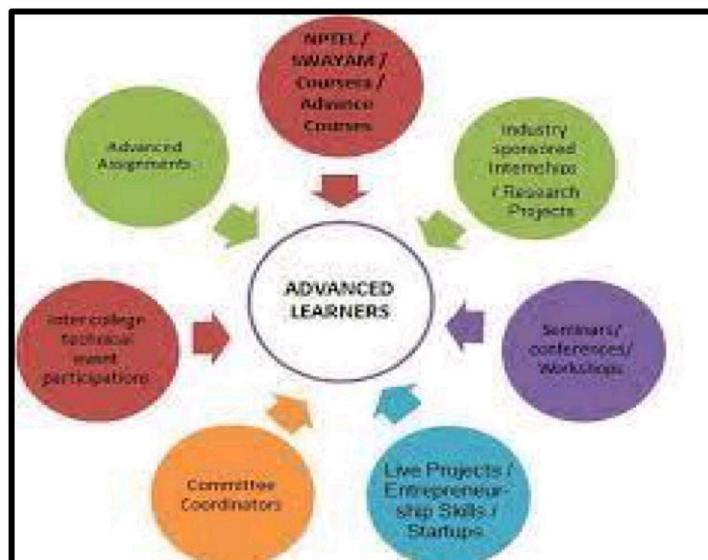
➢ CERTIFICATE COURSES :

St. Paul College offers a range of certificate courses designed to enhance students' skills and knowledge in various disciplines, complementing their regular academic curriculum. These courses cover diverse areas such as information technology, business management, foreign languages, creative arts, and soft skills. Each program is carefully curated to provide practical and industry-relevant training, often involving hands-on projects and expert-led workshops. By participating in these certificate courses, students gain specialized competencies that enhance their employability and personal development, preparing them for successful careers in their chosen fields.

Name of Certificate Courses	Duration of Course	Number of students enrolled in the year
Stock Market	30	157
Communication Skills	30	154

➢ STUDENT ORIENTATION PROGRAM:

St. Paul College hosts a comprehensive Orientation Program for new students to ensure a smooth transition into college life. The program includes informative sessions on academic policies, campus facilities, and student support services. Students are introduced to the college's mission, vision, and values, along with an overview of the curriculum and extracurricular opportunities. Interactive workshops and campus tours help students familiarize themselves with the environment and resources available. The orientation also features ice-breaking activities, fostering camaraderie among peers and creating a welcoming atmosphere. This program aims to equip students with the knowledge and tools necessary for academic success and personal growth at St. Paul College.

CO, PO & PSO ATTAINMENT

Attainment of Outcomes

- The Program Outcomes (POs) and Program Specific Outcomes (PSOs) are accomplished through curriculum
- Course Outcomes (COs) are defined for each course and they are mapped to POs and PSOs.
- A set of performance evaluation criteria is used for quantitative assessment of COs
- Thus the attainment of COs provides an evidence of attainment of POs and PSOs.

Following are the different methods for Assessment, Evaluation and Measurement of POs/PSOs:

- Direct Assessment methods
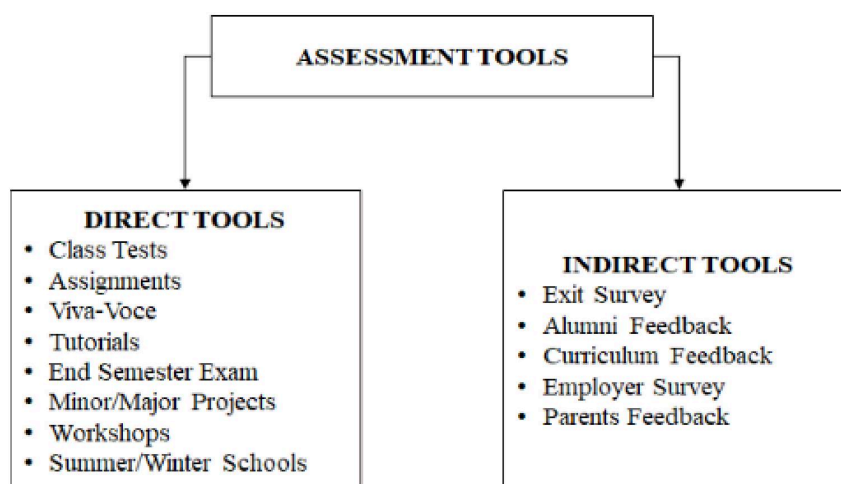- Indirect Assessment methods

Direct Assessment methods:

- **Continuous Assessment:** COs are assessed through Sessional & Assignment Examinations, Home Assignments and Lab records. The COs are mapped against each question and CO analysis is carried out by faculty for each course and documented in Faculty Course Assessment Report (FCAR). The contribution of COs are assessed in high, moderate and low levels, towards the attainment of POs/PSOs.

- **Semester-end Theory Examinations:** The questions in semester-end examinations are tested pertaining to all COs, in varying Blooms Taxonomy Levels.

Indirect Assessment Methods:
- **Programme – Exit survey:** This survey taken from the final year students at the completion of their B.Tech programme, stands as the comprehensive feedback for the PO/PSO assessment

- **Alumni Survey :** This survey is conducted annually through Google link or mail with the Alumni to obtain the inputs and suggestions on PO attainment in the real time societal environment

In addition, the institution takes the Placement record and higher education details of the students as supporting evidences for the assessment of POs.

ASSESSMENT TOOLS

DIRECT TOOLS
- Class Tests
- Assignments
- Viva-Voce
- Tutorials
- End Semester Exam
- Minor/Major Projects
- Workshops
- Summer/Winter Schools

INDIRECT TOOLS
- Exit Survey
- Alumni Feedback
- Curriculum Feedback
- Employer Survey
- Parents Feedback

CO Attainment of Individual Students	50% of continuous evaluation is added with 50% of External evaluation
CO Attainment %	Total number of students above 60% divided by total number of students attended.
Target Value	60%

NSS/DLLE/GREEN CLUB

NSS (National Service Scheme)

The National Service Scheme (NSS) is a government-sponsored public service program in India aimed at developing students' personalities through community service. Established in 1969, NSS encourages students to engage in various social, cultural, and environmental activities, fostering a sense of social responsibility and community involvement. Activities often include blood donation drives, health camps, educational programs, and environmental conservation efforts.

DLLE (Department of Lifelong Learning and Extension)

The Department of Lifelong Learning and Extension (DLLE) is an initiative by the University of Mumbai to promote lifelong learning and community development. DLLE provides students with opportunities to participate in various extension activities, including skill development programs, vocational training, and community outreach projects. The aim is to bridge the gap between academic learning and practical application, empowering students to contribute to societal development.

Green Club

The Green Club is an environmental initiative within educational institutions focused on promoting sustainability and environmental awareness. Activities conducted by the Green Club include tree planting, waste management, recycling programs, energy conservation campaigns, and workshops on sustainable practices. The goal is to instill a sense of environmental stewardship among students and encourage them to adopt eco-friendly habits.

Mask Donation Drive on 18-11-2021

Mask Wearing Rally on 19-11-2021

Medical Check Up Camp on 24-11-2021

Health & Hygiene Drive on 06-12-2021

Blood Donation Camp on 03-01-2022

Street Play on Various Society Problems on 22-02-2022

Best Practice - 1

1. <u>**TITLE**</u>: **Mock Budget: Awareness and Understanding National Budget**

Mock Budget: Awareness and Understanding National Budget, this Project initiative was launched and started in the year 2016 by our Respected Principal Late. Dr. ANTONY LAWRENCE in the Institute for the students.
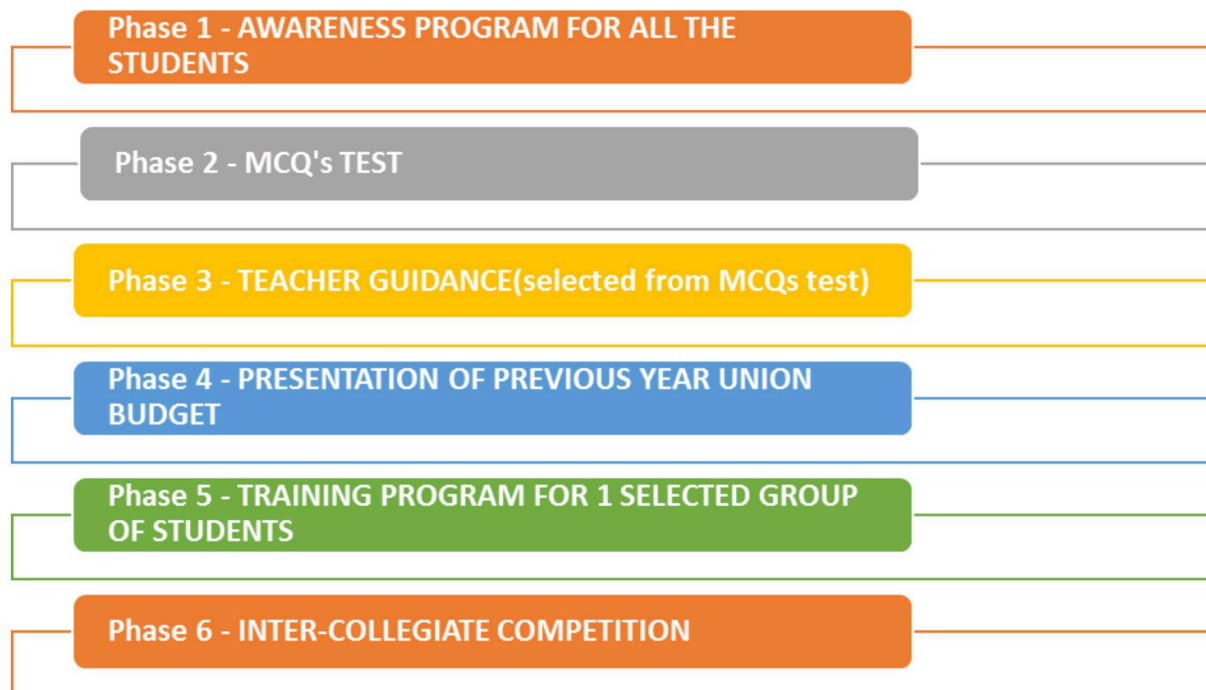
2. <u>**AIM**</u>:

The primary aim of a mock budget is to serve as a practical tool for financial education and planning. It allows individuals, businesses, or students to simulate the financial decision-making process in a controlled environment. By creating a hypothetical budget, participants can understand the implications of their financial choices, identify potential areas of overspending, and explore strategies for saving and investing.

1. **Objectives of the Practice:**

i. **Financial Literacy**: To enhance students' understanding of budgeting, financial planning, and resource allocation.
ii. **Practical Experience**: To provide hands-on experience in creating and managing a budget, simulating real-world financial responsibilities.
iii. **Resource Management**: To teach effective resource management, ensuring funds are allocated efficiently to meet various needs and priorities.
iv. **Strategic Planning**: To encourage strategic planning and forward-thinking, preparing students to anticipate future financial challenges and opportunities.
v. **Collaboration and Teamwork**: To foster collaboration and teamwork, as students work together to develop and present their budget proposals.
vi. **Presentation Skills**: To improve communication and presentation skills, as students will need to articulate their budget plans and defend their decisions.

3. **THE CONTEXT:**
Designing and implementing a mock budget involves addressing several contextual features and challenges to ensure its effectiveness. One key issue is aligning the budget with realistic financial scenarios that reflect the participants' potential future experiences, whether in personal finance, business, or public administration.

Phase 1 - AWARENESS PROGRAM FOR ALL THE STUDENTS

Phase 2 - MCQ's TEST

Phase 3 - TEACHER GUIDANCE(selected from MCQs test)

Phase 4 - PRESENTATION OF PREVIOUS YEAR UNION BUDGET

Phase 5 - TRAINING PROGRAM FOR 1 SELECTED GROUP OF STUDENTS

Phase 6 - INTER-COLLEGIATE COMPETITION

Best Practice - 2

1. <u>Title of the Practice</u> : Leadership through Skilling & Development

Leadership through Skilling & Development is an initiative under Narendra Modi's mission "Sab Ka Saath, Sab Ka Vikas," focusing on empowering students through practical skills and community involvement.
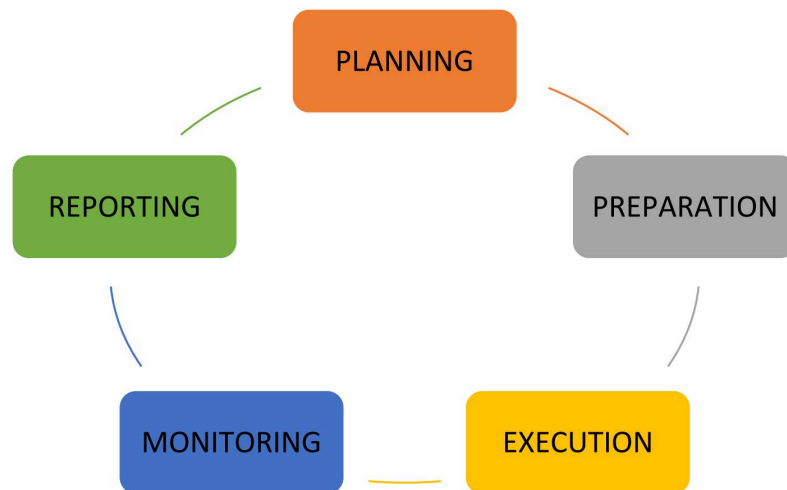
2. <u>AIM</u> :

To empower students by integrating practical skills development with academic learning through innovative projects, fostering sustainability, community engagement, and leadership, while creating valuable assets and achieving significant cost savings for the college.

3. <u>OBJECTIVES</u> :

● To Enhance practical skills through hands-on activities and projects.

● To Promote sustainability by encouraging eco-friendly practices like Sustainable Crafting and the Green Thumb Initiative.

● To Foster community engagement through outreach programs and Peer Teaching.

● To Encourage creativity and innovation in event management and DIY furniture projects.

● To Support welfare activities such as cloth and blood donation drives.

● To Develop leadership qualities by involving students in organizing and managing various initiatives.

4. <u>PROCESS</u> :

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                    ┌──────────────┐
                    │   PLANNING   │
                    └──────────────┘
        ┌─────────────┐          ┌──────────────┐
        │  REPORTING  │          │ PREPARATION  │
        └─────────────┘          └──────────────┘
        ┌─────────────┐          ┌──────────────┐
        │ MONITORING  │          │  EXECUTION   │
        └─────────────┘          └──────────────┘
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5. **PHASES** :

➢ **"SEVEN PILLARS OF LEADERSHIP : BUILDING A BETTER FUTURE TOGETHER" :**

Creative Event Management
Sustainable Crafting
DIY Furniture and Renovation
Peer Teaching
Community Outreach
Green Thumb Initiative
Donation for Welfare

6. <u>OVERALL OUTCOME:</u>

These activities have significantly impacted students' lives by equipping them with practical skills and fostering a spirit of innovation and community engagement. Through Creative Event Management, Sustainable Crafting, DIY Furniture and Renovation, Peer Teaching, Community Outreach, Green Thumb Initiative, and Donation for Welfare, students have developed essential leadership and entrepreneurial qualities. Many have secured positions in reputable companies, while others have launched successful ventures. These experiences have not only enhanced their employability but also instilled a sense of social responsibility and empowerment, enabling them to contribute positively to society while achieving personal and professional fulfillment.
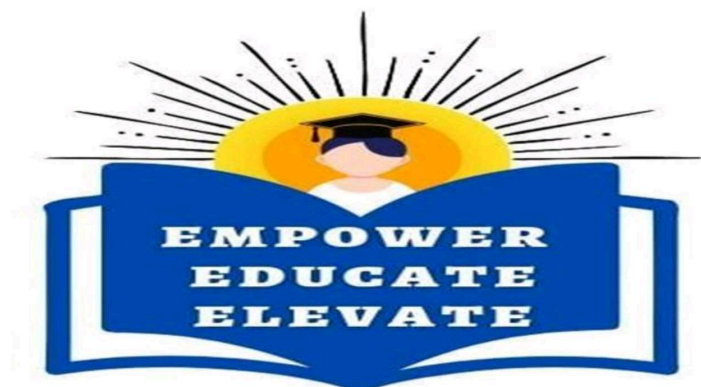
The SC, ST & OBC Cell is dedicated to promoting the social welfare and educational advancement of students from Scheduled Castes (SC), Scheduled Tribes (ST), and Other Backward Classes (OBC). This cell plays a crucial role in ensuring equal opportunities for these students by implementing various programs and initiatives aimed at their overall development without facing much problem regarding caste and scholarship. Through its comprehensive support and initiatives, the cell ensures that SC, ST, and OBC students have equal opportunities to succeed academically and socially.

The continued efforts of the cell are essential in fostering an inclusive and equitable educational environment. The cell facilitates the application process for various scholarships available to SC, ST, and OBC students. This includes helping students understand eligibility criteria, complete application forms, and submit necessary documents. By doing so, the cell ensures that students receive financial support to continue their education.

➢ **Feedback from all Stakeholders**

During the academic year 2021-2022, a comprehensive analysis was conducted to assess the organization's educational landscape. The findings indicated a need for strategic technological upgrades and improvements in the academic framework. The decision to introduce Microsoft PowerPoint and Tally as Add-on courses on an ADHOC basis emerged from this analysis, aiming to enhance communication through dynamic presentations and ensure seamless GST compliance in alignment with regulatory standards. This analysis underscored the importance of staying current with technological tools and meeting industry requirements.

In addition to the technological focus, the analysis revealed an opportunity to refine the academic framework. The introduction of improved assessment methods was identified as a strategic initiative to enhance the evaluation processes, providing more insightful feedback to both students and instructors. Furthermore, the analysis emphasized the importance of guiding alumni towards diverse career opportunities, recognizing the role of the organization in contributing to their continued professional growth and success. The insights gained from this analysis guided the organization's strategic actions, emphasizing a holistic approach to education and a commitment to continuous improvement.


➢ **Feedback on Teaching**

St. Paul College implements a structured feedback system to evaluate the teaching effectiveness of its faculty members. This process involves collecting feedback from students through anonymous surveys conducted at the end of each semester. The surveys assess various aspects of teaching, including the clarity of instruction, subject knowledge, engagement strategies, accessibility, and responsiveness to student needs. The feedback is analyzed and shared with the respective teachers, highlighting strengths and areas for improvement. This constructive feedback mechanism aims to foster continuous professional development, enhance teaching practices, and ultimately improve the overall learning experience for students.

Teaching Feedback Analysis

0%
35%
65%

- Strongly Agree
- Agree
- Neutral
- Disagree
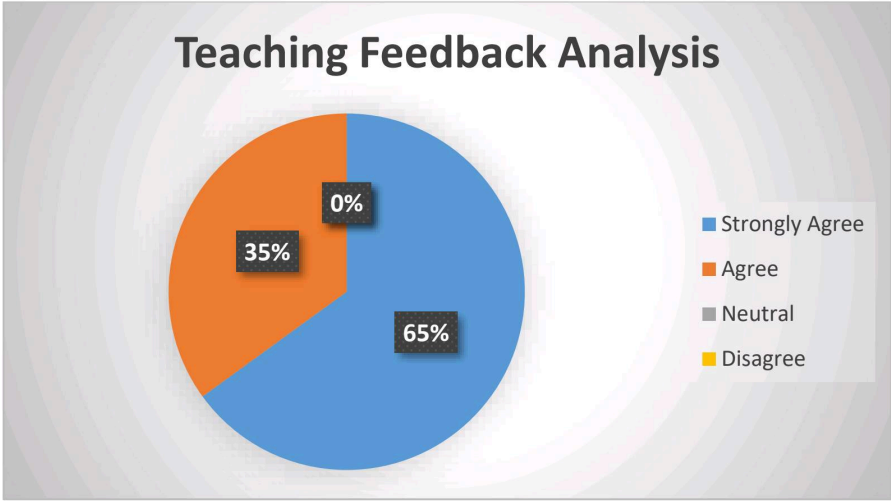
➢ **Exit Survey from Outgoing Students**

St. Paul College administers an Exit survey form to outgoing students as part of its continuous improvement efforts. The survey gathers comprehensive feedback on students' overall experience during their time at the institution. It includes questions on academic quality, faculty effectiveness, campus facilities, administrative support, extracurricular activities, and personal development opportunities. Additionally, it seeks insights into career readiness and placement services. The feedback collected through the exit survey is crucial for identifying strengths and areas needing enhancement, guiding strategic planning, and ensuring that future students benefit from an improved educational environment. This process underscores the college's commitment to maintaining high standards and addressing student needs effectively.

EXIT SURVEY
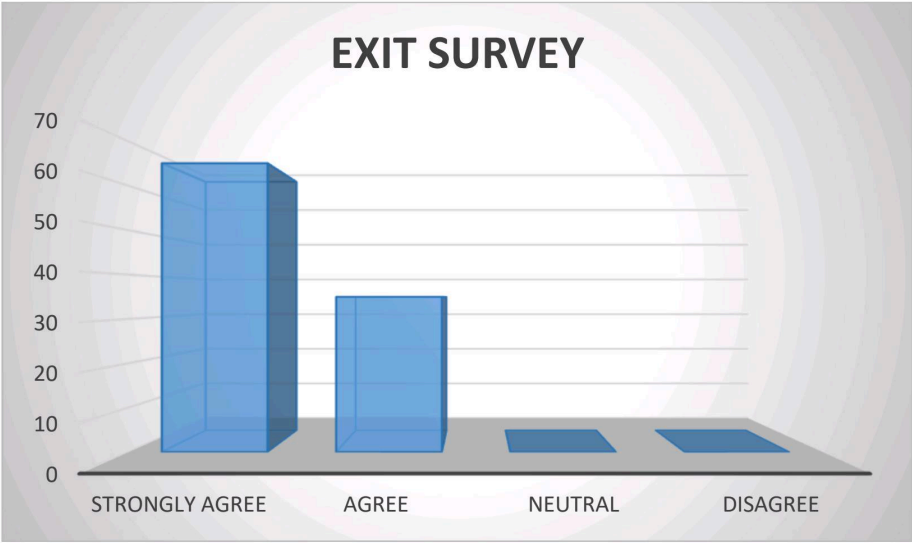
CONCLUSION

The Internal Quality Assurance Cell (IQAC) of St. Paul College has made significant strides in enhancing the academic and administrative performance of the institution. Throughout the academic year, the IQAC has implemented a series of quality enhancement measures that align with the institution's vision and mission. The initiatives undertaken have fostered a culture of continuous improvement, with a focus on fostering student engagement, promoting innovative teaching practices, and ensuring effective governance. Notable achievements include successful execution of the 'Leadership through Skilling & Development' program, impactful community outreach activities, and commendable contributions to environmental sustainability through the Green Thumb Initiative. These efforts have not only elevated the quality of education but have also strengthened the institution's relationship with the community. As we move forward, the IQAC remains committed to sustaining these improvements and exploring new avenues for further excellence, thereby reinforcing St. Paul College's reputation as a premier educational institution dedicated to holistic development and societal contribution.

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