



# **YEARLY STATUS REPORT - 2020-2021**

## **Part A**

### **Data of the Institution**

#### **1.Name of the Institution**

**ST. PAUL COLLEGE**

- Name of the Head of the institution

**Dr. ANTONY LAWRENCE**

- Designation

**Principal**

- Does the institution function from its own campus?

**Yes**

- Phone no./Alternate phone no.

**02512580396**

- Mobile No:

**9970023164**

- Registered e-mail

**principal@stpaulcollege.co.in**

- Alternate e-mail

**stpaulcollege1@gmail.com**

- Address

**Behind VTC Ground, near Ganpati Mandir , Ashelepada**

- City/Town

**Ulhasnagar**

- State/UT

**Maharashtra**

- Pin Code

**421004**

#### **2.Institutional status**

- Type of Institution

**Co-education**

- Location

**Rural**

- Financial Status

**Self-financing**

- Name of the Affiliating University **University of Mumbai**
- Name of the IQAC Coordinator **Prof. Amelia Antony**
- Phone No. **02512580396**
- Alternate phone No. **9284740029**
- Mobile **7498058500**
- IQAC e-mail address **amelia@stpaulcollege.co.in**
- Alternate e-mail address **stpaulcollege1@gmail.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))**

<http://stpaulcollege.co.in/upload/pdfs/naac/St%20Paul%20-%20AQAR%202019-20%20Check.pdf>

**4. Whether Academic Calendar prepared during the year?**

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

<http://stpaulcollege.co.in/assets/PDFs/Academic%20Planner%202020-21.pdf>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>C</b>	<b>1.86</b>	<b>2019</b>	<b>24/11/2019</b>	<b>25/11/2024</b>

**6. Date of Establishment of IQAC**

**30/07/2018**

**7. Provide the list of funds by Central / State Government**

**UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>

**8. Whether composition of IQAC as per latest NAAC guidelines**

**Yes**

- Upload latest notification of formation of IQAC

[View File](#)

**9. No. of IQAC meetings held during the year**

**6**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

**10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No****

- If yes, mention the amount

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

Assessment and Analysis of Green Audit, Environment Audit & Energy Audit by External Agency.

Menstrual Hygiene & Women's Right In India under Women Development Cell

Digitization of office work through Google Tools and Effective use of E-resources during the Pandemic

**12. Plan of action chalked out by the IQAC in 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
Undertake more collaborations and MOU	A collaboration for Faculty exchange was initiated and an MOU was signed for Skill Development of students.
Preparation of AQAR Submission and Alignment of the new Academic Year	Uploaded AQAR successfully
Conduct Green Audit for the academic year	Green Audit was executed for the campus. We received the certification for Energy, Green and Environmental Audit.
Feedback from all stakeholders	Students, Employers, Teachers and Alumni feedback form was collected and necessary action was taken for that.
IQAC - Criteria bifurcation for all the faculty members and regular meeting with the criteria owners need to be taken.	Regular Follow ups were done with the criteria owners and regular IQAC meetings were taken.

**13. Whether the AQAR was placed before statutory body?** Yes

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	02/12/2021

**14. Whether institutional data submitted to AISHE**

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	<b>ST. PAUL COLLEGE</b>
• Name of the Head of the institution	<b>Dr. ANTONY LAWRENCE</b>
• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>02512580396</b>
• Mobile No:	<b>9970023164</b>
• Registered e-mail	<b>principal@stpaulcollege.co.in</b>
• Alternate e-mail	<b>stpaulcollege1@gmail.com</b>
• Address	<b>Behind VTC Ground, near Ganpati Mandir , Ashelepada</b>
• City/Town	<b>Ulhasnagar</b>
• State/UT	<b>Maharashtra</b>
• Pin Code	<b>421004</b>
<b>2.Institutional status</b>	
• Type of Institution	<b>Co-education</b>
• Location	<b>Rural</b>
• Financial Status	<b>Self-financing</b>
• Name of the Affiliating University	<b>University of Mumbai</b>
• Name of the IQAC Coordinator	<b>Prof. Amelia Antony</b>
• Phone No.	<b>02512580396</b>

• Alternate phone No.	9284740029				
• Mobile	7498058500				
• IQAC e-mail address	amelia@stpaulcollege.co.in				
• Alternate e-mail address	stpaulcollege1@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="http://stpaulcollege.co.in/upload/pdfs/naac/St%20Paul%20-%20AQAR%202019-20%20Check.pdf">http://stpaulcollege.co.in/upload/pdfs/naac/St%20Paul%20-%20AQAR%202019-20%20Check.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://stpaulcollege.co.in/assets/PDFs/Academic%20Planner%202020-21.pdf">http://stpaulcollege.co.in/assets/PDFs/Academic%20Planner%202020-21.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.86	2019	24/11/2019	25/11/2024
<b>6.Date of Establishment of IQAC</b>			30/07/2018		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>			6		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?			Yes		



Plan of Action	Achievements/Outcomes
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<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
College Development Committee	02/12/2021
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2020-2021	10/02/2022
<b>15. Multidisciplinary / interdisciplinary</b>	
<b>16. Academic bank of credits (ABC):</b>	



<b>17.Skill development:</b>
<b>18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>
<b>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b>
<b>20.Distance education/online education:</b>

### Extended Profile

#### 1.Programme

1.1 Number of courses offered by the institution across all programs during the year	<b>166</b>
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File Description	Documents
Data Template	<a href="#">View File</a>

#### 2.Student

2.1 Number of students during the year	<b>511</b>
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File Description	Documents
Data Template	<a href="#">View File</a>

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>225</b>
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File Description	Documents
Data Template	<a href="#">View File</a>

2.3	163
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	15
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	15
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	16
Total number of Classrooms and Seminar halls	
4.2	1445169.9
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	30
Total number of computers on campus for academic purposes	
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curricular Planning and Implementation</b>	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
Our Institution ensures effective curriculum delivery through a	

well planned and documented process as follows:

a) Planning:

1. The institute prepares its academic calendar in accordance with the university calendar.
2. Subject allocation is done as experience of the faculty.
3. The syllabus of each subject is made available to each teacher and they are asked to prepare a semester- wise teaching plan of their respective subjects.
5. Individual time table and master time table for each program is also prepared

b) Implementation:

1. The implementation of the curriculum is smoothly administered by the teachers by maintaining an 'Academic Diary'. As per the format of diary, Individual Time-Table, Annual Teaching Plan, Text-books and Reference books, class and subject-wise are maintained.
2. Industrial Visits, Internships, Debates, Group Discussions, Seminars, Role plays, Value Added Courses, Certificate Courses are organized to ensure better learning process

c) Review :

1. At the end of semester, the Principal takes review of all the aspects of teachings and extra-curricular activities and provides valuable guidance and instructions.
2. Feedback on curriculum is taken from students, alumni, parents and faculty as well, accordingly necessary actions are taken.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://www.stpaulcollege.co.in/assets/PDFs/Academic%20Planner%202020-21.pdf">https://www.stpaulcollege.co.in/assets/PDFs/Academic%20Planner%202020-21.pdf</a>

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

**DRAFTING OF THE ACADEMIC CALENDAR:**

1. Academic calendar is prepared by referring to the Calendar which is published by the University of Mumbai at the beginning of semester.
2. An Academic calendar is prepared by the Coordinators in consultation with IQAC and Principal in the month of June. The preparation of the academic calendar was delayed due to the pandemic.
3. Academic calendar comprises teaching - learning schedule, holidays, Online Examination schedule i.e. internal and semester exams, Annual events, various departmental & Student meetings etc.

**DISSEMINATION:**

1. Academic calendar is shared with faculties and students through Whatsapp Group and also linked on the website for easy communication to the students.

**EXECUTION:**

1. Conduction and Management of online Internal & external examination is assured in it.
2. Online conduct of Vivas & evaluation of the same are planned and scheduled as per UGC norms.
3. Internal evaluation is conducted in the college by the Examination committee. It helps to improve the students as well as teachers overall performance.

Thus, the academic calendar plays the key role for the conduct of CIE

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://www.stpaulcollege.co.in/assets/PDFs/Academic%20Planner%202020-21.pdf">https://www.stpaulcollege.co.in/assets/PDFs/Academic%20Planner%202020-21.pdf</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

**1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

**4**

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year**

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

5

File Description	Documents
Any additional information	<a href="#">View File</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**

202

**1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year**

202

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment****1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

The College has inculcated various types of courses in the curriculum, so as to integrate the cross cutting issues relevant to gender, environment and sustainability, human values and professional ethics.

1. As proposed by UGC, the course on Environmental studies has been included into the curriculum of all the programmes in UG. A course of 3-4 credits is included in all UG programmes. In order to make students aware about the environment and sustainability issues.
2. The course on human values and Professional Ethics having

one credit is offered as a Subject to all the students to take at least once during the programme of study.

3. Department of Commerce has conducted various Gender Sensitivity events such as Self defense, Seminars on Awareness on Sexual Harassment at Work Place, awareness on cyber crime.
4. The Department of Management Studies, Banking and Insurance and Accounting and finance has active participation of students in Social activities like organizing blood donation camps, hygiene and health workshops, environment awareness camps, Mental health seminars.
5. Besides this, the college makes sure to encourage students' participation in NSS .The college has adopted KishoreGaon village and students of NSS work towards the betterment of the village.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

3

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

74

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

### 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	<a href="#">View File</a>

**1.4.2 - Feedback process of the Institution may be classified as follows**

**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://www.stpaulcollege.co.in/assets/PDFs/Students_Analysis.pdf">https://www.stpaulcollege.co.in/assets/PDFs/Students_Analysis.pdf</a>

**TEACHING-LEARNING AND EVALUATION**

**2.1 - Student Enrollment and Profile**

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of sanctioned seats during the year**

**900**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

**66**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Teaching and learning methodology has to be adapted such that the teacher does not lose the attention of the slow learners and turn off the advanced learners. It is an assurance to the vital facilitation and prepare the advanced learners to be excellent achievers and slow learners to be better performing in the academic and personal life. If the performance score of the student is below 45% in Last academic year, then the student is considered as slow learners. For advance learner the score should be above 65%. Faculty continuously takes care and monitors the achievement and accomplishment of slow learners and to review on periodic interaction. College also arranges many activities and aptitude test for the learners to enhance their capabilities. Outcome of the result are conveyed to the students after the completion of each assessment test. For encouraging and motivating slow learners, special attention is paid to them and a systematic procedure is followed such as Remedial coaching is provided to students for theory as well as practical subjects. Advance learners get access with facilities provided in the library. High performing students are identified on the basis of internal assessment, university examination, and involvement in classroom. Advance learners are encouraged to participate in group discussions, quiz competition, case studies to develop analytical and problem-solving abilities, in them and thereby to improve their presentation skills.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	<a href="#">View File</a>

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
511	15

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

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

St Paul College believes in the adoption of students centric methods to enhance student involvement as a part of participative learning and problem solving methodology. Specifically the student centric methodology include 1. Experiential Learning: Project work is allotted to third year a degree course student which is an essential element of each programme. Resume building sessions is organized as a Class activity by the Faculties teaching Management subjects. 2. Participated Learning: All Departments organize student's activities to promote the spirit of Team work. Debate competition is organized as Activity where students are required to come with different opinions, thought processes thus the learning process gets justified in the argue-mental way of learning. Group work. Practical sessions like Presentation on powerpoint of IT subjects in all individual and group work under the guidance of teachers are also conducted. 3. Problem solving Methodology: Case study method is adopted in teaching learning process to make the students have logical thinking and practical knowledge to develop problem solving ability. This is commonly adopted in management courses as well as while teaching Business law, cyber laws etc. Free internet access in the library and Internet facility with Wifi in campus promotes the habit of self learning and discussion. Discussions are held basically in soft skills, managerial communications, business adoptions etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://stpaulcollege.co.in/assets/undergraduate-program/Learning_methodology.pdf">http://stpaulcollege.co.in/assets/undergraduate-program/Learning_methodology.pdf</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

St Paul College encourages intensive use of ICT enabled tools and online resources for effective teaching and learning process. All the faculty members of our college are using ICT tools and resources available in the campus. They used LCD Projectors, Google quizzes, and e-learning to facilitate teaching and learning. The Seminar Halls, conference are well equipped with ICT facilities. In all there are 2 Seminar Halls. E-Learning centre helps the teachers in developing e-content in different courses. Around 100% staff is using ICT techniques. General ICT Tools are using by college faculties are: Desktop and laptops, Projector, Printer, Scanners, DVDs and CD etc. During Pandemic, all the learning sources were shifted to Online mode. College use Sources like Zoom, Google meet etc for making convenience of teaching-learning process. This in turn made easy accessible for the students and gave distinctive rise in e-learning whereby teaching is undertaken remotely and in digital platforms. We have examined students' perception regarding online education and various attributes which could make the online learning more effective and successful. In order to improve student access to online learning materials, e-content such as presentations, videos, and e-books will be uploaded to the website. Teaching faculty are encouraged to design and develop e-content by themselves.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://www.stpaulcollege.co.in/assets/PDFs/list_of ICT Facilities.pdf">https://www.stpaulcollege.co.in/assets/PDFs/list_of ICT Facilities.pdf</a>

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

14

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

15

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

#### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

1

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

89

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college maintains transparency and robust evaluation processes. The Principal holds meetings with the Examination committee and directs them to ensure effective implementation of the evaluation process. Thereafter, the examination committee holds the meeting with the faculty members and discusses the Evaluation system to be carried during the year. Students are communicated through various circulars, notices about the commencement of Continuous internal evaluation and the system of internal assessment by displaying on the college Notice board and college website. Through Group Discussions, Unit Tests, Assignments Submissions and Seminar Presentations, continuous evaluation is ensured. As per the academic calendar, unit tests are conducted regularly according to the schedule. The performance of the students is displayed on the Notice board and communicated to the students. Personal guidance is given to the poor performing the students after their assessment. Students are given topics to prepare for power point presentations by their teachers. For internal assessment, the following mechanisms are used: Internal Examination Committee, Question Paper Setting, Conduct of Examination, Result display, Interaction with students regarding their internal assessment etc. Due to internal assessment, the students' interest in learning and attending the classes has also increased, which in turns helps the student greatly.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://stpaulcollege.co.in/assets/PDFs/CIE.pdf">http://stpaulcollege.co.in/assets/PDFs/CIE.pdf</a>

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

An examination committee is formed at the college level, for seamless conduct of the internal assessment test, consisting of a senior faculty member as Examination chairperson and other teaching faculty as members, to ensure a smooth conduct of Continuous Internal Assessment (CIE) and semester assessment. When conducting internals and end-of-semester exams, the college rigorously adheres to the standards and rules established by the university. Each semester, at the departmental level, two internal assessment tests are conducted. The test schedule is planned ahead of time and communicated to the pupils. Internal assessment examinations were conducted in an online mode during the pandemic. After faculty members have completed the assessments report, it is shown to the Co-ordinator and a copy is supplied by the concerned faculty to the examination committee. The final internal evaluation marks are determined on the basis of attendance, class exam marks, assignment marks and are uploaded on university portal at the conclusion of the each semester. Students can submit for challenge evaluation/scrutiny if they have any complaints about the evaluation as per the university guideline provided on the college website. Once the process is completed, the college publishes the results of the challenge evaluation on its website.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://stpaulcollege.co.in/assets/PDFs/Grievance_reportpdf.pdf">http://stpaulcollege.co.in/assets/PDFs/Grievance_reportpdf.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) are the statement framed in strict compliance with the objective of achieving learning and can demonstrate at the end of the program or course. Program outcome describes the professional accomplishments which is to be gratified by the student at the end of every program which they undergo. Educational curriculum and course outcomes are prepared by the University and communicated through Website and circulars. College faculty members, mentors, coordinators are also informed and aware to specifically emphasize on the need and importance to



attain all the outcomes. As far as enhancing student knowledge is concerned, in addition to normal classroom teaching the college adopts other teaching methods that includes participative, active and interactive teaching learning. Learning outcomes of the students are executed by way of monitoring Continuous Internal Evaluation and semester examination at the end of program. The details of each programme and courses offered by the college are expressed in a coherent terms in the college prospectus as well as to build it extremely user friendly and convenient it is uploaded and displayed on the College Website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://stpaulcollege.co.in/program_outcomes_and_course_outcome.php">http://stpaulcollege.co.in/program_outcomes_and_course_outcome.php</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

IQAC in consultation with the Principal frames the process of the evaluation and attainment of Programme outcome (PO) and Course Outcome (CO) for the smooth functioning. Coordinators and Head of department are asked to assess and approach the students regarding this. Assessment methods include direct and indirect methods. The process of CO assessment by direct method is based on Internal evaluation, semester end examination and quiz. Internal evaluation and Semester end examination is conducted each in every term which covers the evaluation of all relevant CO attainment. In case of attainment CO in each term, the percentage of students who achieve a set target (pass marks=40%) for the COs that are covered is computed. Average attainment should be approximately 65 which is a good sign of appreciation. After the internal assessment and the external exams, the average of these percentages is computed to decide the attainment level. Thus, the average of the percentage of students attaining all the COs decides the CO attainment level. The degree of achievement of each CO is compared to the specified targets for each course, and if they are not met, the course coordinator takes the required actions to improve. If the target criterion level is not met, faculty will offer ways to improve in order to meet it. Attainment of PO is analysed by the students progression and placement provided to them. There are various Indirect Assessment Methods like Feedbacks, Alumni survey, Co-



curricular activities, activities etc by way of which CO can be assessed.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://stpaulcollege.co.in/assets/PDFs/gradesheet.pdf">http://stpaulcollege.co.in/assets/PDFs/gradesheet.pdf</a>

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

163

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	Nil

### 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://stpaulcollege.co.in/assets/PDFs/SSS.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

##### 3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

###### 3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

### 3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

#### 3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

1

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

### 3.2 - Research Publications and Awards

**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

**3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year****3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

**3.3 - Extension Activities**

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college regularly organizes a number of extension activities. The faculty members, students and college staff is involved in these activities alongwith neighbourhood community. Students and staff participate voluntarily to promote and sensitize the students towards community needs which help in their holistic development and sustained community development. The National Service Scheme (NSS) and Department of Lifelong Learning and Education (DLLE) Units of college undertakes various extension activities in the neighborhood community. Several activities were carried out in AY 2020-21 by NSS volunteers while following Covid Appropriate Behaviour to address social issues such as personal hygiene, cleanliness, Vaccination Awareness, etc. The NSS unit in collaboration with IQAC organises various programmes such as

Street plays, Essay writing completion, Elocution Competition, Workshops, Rallies to create awareness about tree plantation, water conservation, Eradication of superstitions, Beti Bacho - Beti Padhao, Environmental awareness, Best from Waste, Women empowerment, National Integrity, Aids awareness, etc. Also, Blood donation camp, Health check-up camp is organised to inculcate social responsibility among the students.

File Description	Documents
Paste link for additional information	<a href="http://stpaulcollege.co.in/event.php">http://stpaulcollege.co.in/event.php</a>
Upload any additional information	<a href="#">View File</a>

### 3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

#### 3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

### 3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year

#### 3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

0

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	No File Uploaded

### 3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

#### 3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

60

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

#### 3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

1

File Description	Documents
e-copies of linkage related Document	<a href="#">View File</a>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

##### 3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## 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 equipment etc.

The St. Paul college campus area is around 15000 sq. Ft with 16 classrooms and each classroom has Wi-Fi facility. The college has enough classrooms for engaging regular lectures with adequate ventilation and a restroom for girls. There is one multipurpose auditorium for conducting co-curricular activities. LCD facility is also available.

The library is well equipped with books and magazines to cater the needs of the students. We have shifted our library to a spacious room with increased seating capacity for the students and teachers.

The computer lab has 27 computers with LAN connection, Wi-Fi facility, UPS facility for teachers and students, large printer cum photocopy machine and overhead projectors. CCTVs have been installed at all the floors and ground for the safety and security of the students and the college property.

There are separate rooms for sports, gymnasium, and NSS. First aid box is kept in the office. Filtered water is available on all the floors.

Adequate number of fire safety extinguishers has been installed at various places on all floors. College has sufficient parking space for both teachers and students

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://stpaulcollege.co.in/college_resource.php">http://stpaulcollege.co.in/college_resource.php</a>

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

The college has a playground of around 375 sq. meters, L-shaped and it's a multipurpose ground for events.

The college has laid the following facilities:-

For indoor games the students use gymkhana for playing Carrom and Chess, Table tennis

For outdoor games students use common ground for playing basketball, volleyball, KhoKho and Kabaddi, underarm cricket and football.

For cultural activities like dance and music our college has Harmonium, keyboards, etc and students use the auditorium for this.

Our college has a botanical garden on the ground and solar energy equipment is installed on the terrace.

Achievements of our student

Mr. Farukh Choudhary(B.Com) has represented India's football team.

YOGA

Yoga workshops are conducted in the Auditorium for all.This year we have conducted yoga workshops online.

College Festival

'Magique' is an intercollegiate and intra collegiate cultural festival conducted every year, the whole college campus is utilised for this festival.

NSS

Our NSS group is very active. They are doing various activities in the year.

The college is conducting 'Student personality development' activities every Saturday.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://stpaulcollege.co.in/college_resource.php">http://stpaulcollege.co.in/college_resource.php</a>

**4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**

3

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

3

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://stpaulcollege.co.in/college_resource.php">http://stpaulcollege.co.in/college_resource.php</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

21380



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

Our college is in the process of buying ILMS software in the upcoming Academic Year. We have a manual access to Library till date. There are two full time personnel appointed for Library - Librarian and Assistant Librarian. There is an accession register in which we maintain the manual entry of all the books issued and returned to the college library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**B. Any 3 of the above**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

#### 4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4723

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

6

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Below are our institution's strategies for upgrading IT facilities.

The college has 35 computers in all. Out of 35 computers, the computer lab has 27 computers with internet connection, UPS facility and LAN system respectively. It also has computers with internet connection in examination room, principal's cabin, library, administrative office, seminar hall, etc

Large Printer cum photocopy machine is available in the computer lab and regular printers are available in the administrative office, examination room respectively and teachers can use it for official purposes.

Our college campus has Wi-Fi connection with bandwidth speed of 25 mbps on all floors. We have upgraded Wi-Fi bandwidth speed from 25 mbps to 50 mbps.

The college is upgrading hardware configuration of computers from

time to time as per the requirements.

The college has CCTV surveillance facilities on all floors.

Our college management has appointed an assistant who takes care of the computer lab and e-waste.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

30

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

21380

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

St. Paul follows a conducive system and policies which ensures proper maintenance and utilization of the available resources. We have sufficient facilities for cultural, sports, audio-visual and computers. Continuous and routine checks are done to ensure that all the rooms are properly cleaned and all the electrical devices and washroom fittings are in working condition. Immediate action is taken in case of any default. This year due to covid our college has provided computers to teachers at their home for taking online lectures.

Infrastructure is shared by St. Paul Degree College & St. Paul Junior College as per the time table drawn prior to the start of the academic year. Physical facilities like computer lab and classrooms are utilized to the optimum extent and nets were installed on all the floors to maintain cleanliness. Parking space was also developed. We have an in-house non-teaching staff which takes care of maintenance of Computers and Networking equipment and also Wi-Fi is installed on all floors. A Committee has been formed by the college which takes care of the Maintenance and Cleanliness of the Campus. In order to avoid water logging in the premises during the rainy season we have an adequate drainage system.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

**5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

**5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

66

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

**5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**

**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

48

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

**A. All of the above**

File Description	Documents
Link to institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

#### 5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

149

#### 5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

149

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

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

#### 5.2.1.1 - Number of outgoing students placed during the year

4

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

16

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

#### 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

**government examinations) during the year**

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

**5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )**

St. Paul College has a well organized Students Council who closely functions around all students related activities and brings results required for the growth of the college. The Alumni also contribute to the ongoing student council activities, for smooth transition and conduct. The Student council officially represents all the students of the institute.

The Alumni gave brilliant insights to Third Year students on how to make and present Projects. This activity helped the students to not only get first hand knowledge about 100 Marks Project but also



contribute vastly to educational experiences and developed excellent interpersonal relations.

During the pandemic developing leadership and core values was a big challenge but our students overcame all the hurdles by having an interesting programme called 'Chai Pe Charcha'. This programme was mainly to relax their mind from the chaos going outside and also reaching out as a stress buster for the students who had lost motivation due to a lack of intellectual stimulus or self-isolation from their families or friends. Such projects bring harmony among the group of students and more synchronization.

By and large, the Student Council is monumental in the formation of a sound academic and administrative culture of an Institution which in turn is responsible for the development of skills in the student body.

File Description	Documents
Paste link for additional information	<a href="http://stpaulcollege.co.in/student_council.php">http://stpaulcollege.co.in/student_council.php</a>
Upload any additional information	<a href="#">View File</a>

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

#### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	No File Uploaded

### 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni is a vital part of any institution. In St. Paul College the Alumni are actively involved in the development of the college. The registration of St. Paul College Alumni Association is still in process and it has been delayed due to Covid 19.

The alumni help existing college students by providing placement guidance and giving employability expertise. During Covid-19, Alumni students gave guidance to Self Finance Course students regarding How to prepare 100 Marks Projects. Some Alumni had also supported the existing students by giving them reference for off campus placement in reputed companies. Alumni are invited for judging events during intra-collegiate programmes and activities. Our NSS activities and extension programmes are done by the guidance and support of our alumins. College progression is done a lot through Alumni. St. Paul College Alumni provides a platform to share their experience and expertise with our students.

The faculty of the college extensively support the alumni by providing placement updates and guidance on any new projects that they undergo.

File Description	Documents
Paste link for additional information	<a href="http://stpaulcollege.co.in/alumni.php">http://stpaulcollege.co.in/alumni.php</a>
Upload any additional information	No File Uploaded

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

## **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

St. Paul believes in holistic approach and continuous improvement. Our mission and vision is expressing our approach towards

students, employees and the stake holders. To achieve these objectives a strategic plan is made at the beginning of the year by the Governing council. Yearly four meetings are conducted by the committee. The Perspective plans are made and follow-up is taken by the members. The report of the meeting is then discussed with the CDC (College Development Committee). Faculties are highly participative during the discussion. Their ideas and recommendations are accepted and implemented majorly. Our mission and vision is published on our websites, displayed on the walls of college premises and also printed on the prospectus of the colleges. St. Paul has a vision of becoming a leader among educational institutions by being innovative, to meet the changing needs of society. Our mission aims at enhancing the quality of teaching and service programs through the support of the best faculty, staff and students. As we believe in continuous improvement we conduct various training programs for our staff both teaching and Non-teaching. Our supervisor/ Coordinators prepare a year plan in tune with the strategies made by CDC along with the Governing Council.

File Description	Documents
Paste link for additional information	<a href="http://stpaulcollege.co.in/about-us.php">http://stpaulcollege.co.in/about-us.php</a>
Upload any additional information	<a href="#">View File</a>

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The College is managed through the trust 'Pal Shikshan Sanstha'. The trust members are part of the College Developing Committee. The administrative excellence of the trust promotes decentralisation and participative management in various aspects. Hierarchy of the organisation is strictly followed with different committees and well-defined processes, to provide leadership and manage varied functions and initiate timely action, keeping in mind the vision and mission of the college. Faculties are members and conveners of the various committees that are instituted for the day-to-day functioning of the college. There are Committees like Examination Committee, Admission Committee, Library Committee, Anti-Ragging Committee, Cultural Events Committee, Research Committee, Grievance redressal, etc. Classic evidence of this decentralisation process is exhibited in the learning process during the Pandemic. During Covid-19, all the teachers took charge to start online teaching and the non teaching staff supported by

providing all the aids to the teachers for easy coordination of students while they were working from home. The non teaching staff worked on the forefront, making the admission process online. It was made user friendly and easy for the students to navigate. The coordinators of all the programmes counselled students online for selecting proper courses that met the requirements of their abilities and skills.

File Description	Documents
Paste link for additional information	<a href="http://stpaulcollege.co.in/assets/PDFs/org_anogram_st%20paul%20college.pdf">http://stpaulcollege.co.in/assets/PDFs/org_anogram_st%20paul%20college.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

**Curriculum Development:** The curriculum enrichment is achieved by designing and implementation of the academic plan which is integrated with e-learning and through Value-Added Courses, bridge courses etc.

**Teaching and Learning:** a) Feedback of students regarding syllabus and completion is taken b) Teachers are motivated to attend FDPs, short term courses. c) College has Facilities for Video Recording Faculties are motivated to use ICT teaching learning method.

**Examination and Evaluation:** The committee ensures that the entire system is transparent, time bound and efficient, the Examination Cell is well- equipped with a student-centric mind set. University of Mumbai has cluster-mentor system wherein tests papers and assessment of University papers' model solutions prepared by faculty are carried out by the Lead College.

**Library, ICT and Physical Infrastructure / Instrumentation:** The college has active Library committee which looks after the student's demand of books/reference books requirement and accordingly the supply of the same is ensured. The college is in the process of automating the library.

**Admission of Students:** The Reservation Policy is meticulously observed while giving admissions to the students. The internal Complaint Committee is formed in order to look into the Admission related complaints of the students, if any.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="http://stpaulcollege.co.in/assets/PDFs/perspective_plan_2021.pdf">http://stpaulcollege.co.in/assets/PDFs/perspective_plan_2021.pdf</a>
Upload any additional information	No File Uploaded

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

The College believes in participatory management for the smooth functioning of both Academic and Administrative activities as per the University guidelines. Our Hierarchy structure consists of the Governing council at the top level which consists of trust members, CDC, then the principal who takes care of the day to day running of the institution followed by Coordinators who act as a link between students and management . We have non-teaching staff consists of Watchman, cleaning staff and peons. Every staff member has to follow the hierarchy. With regards to hiring policy, we hire teachers after intensive rounds of interviews comprising panellists from different departments . The Administrative function is directly taken care of by the Registrar and followed by junior clerks. Admissions and Liasoning with the University for coordination is taken care of by the Junior Clerk again. Coordinators monitors and supervises academic and administrative functioning efficiently. Various Co curricular and Extra Curricular activities are coordinated by activity heads. The college has Excellent interpersonal relationship between all the stakeholders. Every Year various events are organised by the Cultural committee efficiently which primarily comprises the students, current and alumni. Committee is given full freedom to decide on the brochure, prizes and judges for the event.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="http://stpaulcollege.co.in/assets/PDFs/org_anogram_st%20paul%20college.pdf">http://stpaulcollege.co.in/assets/PDFs/org_anogram_st%20paul%20college.pdf</a>
Upload any additional information	<a href="#">View File</a>

<b>6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination</b>	<b>E. None of the above</b>
File Description	Documents
ERP (Enterprise Resource Planning)Document	<b>No File Uploaded</b>
Screen shots of user interfaces	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<b>No File Uploaded</b>
<b>6.3 - Faculty Empowerment Strategies</b>	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>In order to establish work life balance for our staff we installed some Welfare Measures for them. The eligibility criteria remains the same for all the teaching staff. They should have completed a minimum of two years of employment with the college and in case of admission to their ward, the employee can take admission to their ward . The management is kind enough to also secure the future of its employees so that our staff is encouraged to contribute for NPS. We also enrol students in an earn and learn scheme where we absorb our students in the admin department or even support them to get a placement in other institutes.</p>	
Teaching	
Non- teaching	
a) Tuition fees is waived off	
For their ward. b) NPS c)	
Reimbursement for	
STTP/Workshop/ Professional	
Membership/Paper Publications,	

d) Creche facility for women

a) Tuition fees is waived off

For their ward. b) NPS c) Festival Advance

Scheme

d) Creche facility for women

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

0

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	No File Uploaded

**6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff**

The performance of each employee is assessed at the end of the academic year. Each Teaching and non teaching staff is required to fill the self appraisal form. Evaluation and promotions are as per annual performance based results/review of each staff member. The



evaluation parameters are different for teaching and non-teaching staff. For teaching staff the parameters are as per the appraisal policy of UGC and University of Mumbai. The evaluation criteria has different parameters like discipline, hard work, team coordination, relationship building, technical and departmental abilities. Management believes in fair remuneration policy. Every year the appraisal is done in the month of April and appointments are done from June and ends in April. During the appraisal candidates fill self assessment forms. After panel discussion the candidate gets renewal for next tenure or the service is terminated. This whole process supports the idea of scope of improvement in each employee and eventually making it turn into actual progress.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The internal audit is conducted by the CA appointed by the college. The report is then sent to CDC and GC for the review and approval. Internal Auditor audit accounts regularly. Being a private un-aided institution There is no appointment of an external auditor by the Authority.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

St. Paul College being an Un-Aided and self financed college there is only one major source of revenue that is fees collection. The college is not getting any funds/grants from the Central/State Government. We have a well organised set up of financial resources which is headed by the Principal. He has the administrative and financial powers to control the academics. Every year before the beginning of the financial year the Principal and the Head of the Departments create a Budget allocation. The funds are allocated for necessary activities, initiatives, maintenance and over and above all students' welfare. In case of excess expenditure, it gets sanctioned after a special meeting. The College conducts internal audit it helps to follow a systematic approach to evaluate and enhance the effectiveness of Financial processes. It reviews and approves information and compliance with policies and SOPs.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC of St. Paul College and its members have contributed significantly for institutionalizing the quality assurance strategies and processes. Meetings are conducted for the periodical review on overall functioning of the college. Meetings are conducted with the management and IQAC members who throw light on various issues that are explained interacted and then resolved

in the meeting. Since it was a pandemic year only few meetings happened and a series of topics were discussed.

#### 1. Green Audit

The introduction of green audit gave us an opportunity to explore all the Green practices followed by St. Paul, and update the current practices to make it more environmentally friendly. This was very effective when the Auditors came to our campus as they were massively impressed

#### 2. To promote research among all the teachers

It was discussed that we were losing a lot of marks on criteria 3 because we were lacking in research, The IQAC coordinator and principal sir urged all the teaching Faculties write more research based material as it benefits both the faculty and college, this has motivated the teachers for participation in national - international conferences.

File Description	Documents
Paste link for additional information	<a href="http://stpaulcollege.co.in/Meeting.php">http://stpaulcollege.co.in/Meeting.php</a>
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The College has undergone its 1st SSR in the year 2018-19 and 1st AQAR in the year 2019-20. Review of the various processes has been based mainly on the Reports provided. IQAC, through discussions and recommendations, identifies need of improvement towards teaching learning and prepares a plan of action for upcoming session. Specific formats prepared by IQAC are used to collect information from individuals, HODs, Cells, office, Library etc. Based on these reports, incremental improvement in quality is identified, and lacunae, if any, are addressed by IQAC, the College administration and Management.

ICT & E-Content ICT for Teaching-Learning were introduced on account of the pandemic, new teaching learning Aid and E- content were created for students at large. This has defiantly helped a lot of students who didn't have access to books during the

lockdown, to study. MOU & COLLABORATION Another area that we were lacking in was Memorandum of Understanding (MOU) & Collaboration, which we have since then, made with D. T. Kalani College, Brightways Management & Career Jyoti. This has made available a whole new aspect of knowledge for the Students And has been highly beneficial for both the parties involved.

File Description	Documents
Paste link for additional information	<a href="http://stpaulcollege.co.in/e-content.php">http://stpaulcollege.co.in/e-content.php</a>
Upload any additional information	<a href="#">View File</a>

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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. Paul College is conscious of the rising need of Gender equity, we as a college believe in promoting student diversity in all Degree programs. Equal opportunity is given to all candidates. The Internal Complaint Committee, Sexual Harassment Committee and anti

ragging committee has been formed with the purpose of maintaining equity among all the students . These committees will be conducting workshops and seminars relating to issues prevailing in the society, they will also be responsible for handling cases and complaints that arise. Women's Cell, Common room, CCTV camera in the campus and Department corridors are present with the idea that all students should feel safe in the campus. We have a qualified in-house counselor on board who is open for one on one counseling/ Grievance counseling etc, the counselor conducts student development activities and lectures on gender equality to keep a positive productive atmosphere. We have Government and Non-Government Scholarships that are given out to deserving students. Sports are also encouraged in all the students for over all development.

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.stpaulcollege.co.in/assets/naac/Annual_Gender_Sensitization_Action_Plan.pdf">https://www.stpaulcollege.co.in/assets/naac/Annual_Gender_Sensitization_Action_Plan.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://www.stpaulcollege.co.in/assets/naac/Facilities.pdf">https://www.stpaulcollege.co.in/assets/naac/Facilities.pdf</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management**

**The college has been declared as a less plastic use zone. With**

emphasis on reducing plastic use to the barest minimum use possible. We try to use more durable material like wood or metal if its for long term use, and incase its unavoidable we rent it out

Every classroom is provided with Dry and wet dustbin for segregating solid waste and wet waste and students are instructed to use it accordingly. The solid waste is aggregated and disposed off through the daily waste collection municipal trucks. Nearly 3 full buckets of waste are handed over to the municipal garbage trucks on a daily basis.

The wet waste is sent to the composting pit, where it is converted to organic green compost, which is used in the botanical garden within the premises.

E- waste is disposed of in a systematic manner with a proper vendor so as to not cause harm to the environment

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="https://www.stpaulcollege.co.in/BestPractices.php">https://www.stpaulcollege.co.in/BestPractices.php</a>
Any other relevant information	<a href="#">View File</a>

**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
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for**

B. Any 3 of the above

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 with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**B. Any 3 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies**

**B. Any 3 of the above**

of reading material, screen	reading
File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>
7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).	
<p>St. Paul provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socio economic and other diversities. Different sports and cultural activities organized inside the college promote harmony towards each other. Commemorative days like Women's day where topics like women's rights in India and menstrual hygiene are discussed and guidance are given, Yoga day also promotes tolerance and equality. Institute has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities</p> <p>Professors while taking classes ensure that classroom discussions are interactive and respectful of everyone present while encouraging all to participate. Sessions on Mental health awareness are conducted to give students a better perspective and inculcate an inclusive environment of tolerance and harmony.</p> <p>The professors take up special interactive sessions for the incoming students of every batch in their initial days of campus life about the values of an inclusive environment, and the role of cross-cultural communications, ethics and value, this helps us keep an inclusive environment</p>	



File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The constitution of India values the moral and civic duties as part of the fundamental duties of a citizen to imbibe this in students of St. Paul college we have taken a few steps like

1. Selecting subjects like Foundation Course in the first year which has moral responsibilities as a citizen as part of the syllabus
2. Celebrating Independence and Republic Day we tell our students about freedom struggle, The National flag and National Anthem
3. We Promote harmony and the spirit of oneness amongst all the Students transcending religious, linguistic, and regional or sectional diversities
4. The students are also taught to Protect and improve the environment and inculcate the preservation of natural resources
5. Students are also encouraged to Develop scientific temper, humanism, and the spirit of inquiry and reform
6. Strive towards excellence in all spheres of individual and collective activity

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to**

**B. Any 3 of the above**

**the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Students take an active part in organising the Independence Day and Republic Day celebrations. On both these days, our national flag is hoisted with full honour and the national anthem is sung by all the attendees. Besides, students in coordination with faculties and staff conduct various cultural events. We also celebrate events like Janmashtami and Garba with great pomp and show. In addition, students celebrate Fresher's Welcome and Farewell party under the guidance and supervision of faculty and staff.

Days like International Yoga Day and mental health Day are given lot of importance due to the immense impact they have on the physical and mental health of the students

Due to the covid pandemic, the institute is closed for students. However, still, efforts have been made to conduct various important events either through skeletal staff or on virtual mode. St. Paul takes pride in organising all the important national events irrespective of any bias towards caste, creed or religion.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

### Best Practice No 1. Water Conservation for Community Development:

Due to rampant construction outside the college premises, an existing water body and swamp used to dry up during summer months. The college took initiative to conserve the water body and a rainwater harvesting system was installed to collect rain water falling on the roof and the premises and this was diverted to the water body. This elevated the ground water level in the area. A bore well was constructed within the college premises, which pumps in Pure water through a borewell throughout the year and is used by the college, for all non potable purposes. Even the local community has taken advantage of this improved water level and have dug their own bore wells as well and happily get water throughout the year. The institute encourages conserving water through the following strategies: Sustainable approaches for implementation of innovative water-efficient technologies such as rainwater harvesting, treatment and reuse of water etc. Promote water efficiency practices to all the stakeholders in the campus. Monitor and minimize water consumption in the campus. Promote the culture of planting saplings in the campus every year by students and Faculty

### Best Practice No 2. Green energy and conservation of Environment.

Normally, electricity is generated through hydro-electric or thermal power generation systems which over a period of time has led to environmental pollution and degradation. St. Paul College being an environmentally friendly institution has installed a 10KV solar power generation system on its roof top. This is a green non polluting power generation system, wherein the entire power

generated is transferred to the State electricity grid. The power consumed by the College is adjusted against the power transferred to the state electricity grid and the excess consumed, if any, is billed accordingly. It is noticed that, particularly, during the summer months the power generated and transferred to the state electricity grid is more than that consumed at the college.

Objective of the practice - To meet the power need through green energy as much as possible Reducing Carbon Emissions The Practices - Our institution has made it possible to actually use solar energy in replacement of electricity generated by fossil fuels. Though solar energy costs a huge one time investment, it is a permanent solution to the environmental issues. Solar Panels don't release any emissions into the atmosphere, in order to generate electricity which means we have green and clean energy production together. It is estimated that with the installed capacity of 10KV Solar Power, we would be able to meet approx 75-80 of our power needs through green energy in future. Also, St Paul as a matter of policy has systematically replaced all its old tube lights with the energy saving LED tube lights.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

St. Paul College has a vision about the commitment towards meeting the educational needs of all our students. Since the beginning, the institution has taken immense efforts towards this vision. The college is currently offering Four Courses i.e. BCom, BCom (Accounting Finance), BCom (Banking Insurance) and BMS. Considering the need of the students, college has decided to apply for Post graduate courses such as MCom (Accountancy), Mcom (Management) and BSC (IT). We are situated in a Rural Area and we have been able to provide easy access to the poor and needy students of the immediate locality. A good many of them have passed out and some have been placed in good jobs. The college makes sure that the education of any of its student is not affected due to lack of financial support. We also have provided them with monetary freeship to enable them to complete their studies. Various workshops/seminars, value added/bridge courses are conducted by the college, in order to develop various skills

of students, which will help them in future.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

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

In the upcoming year the IQAC is looking forward to

Conduct more Research and Publication for all the faculties.

Encouraging teachers to complete their PhD's and earn more laurdes in the field of academics.

Install ICT enabled tools and facilities in individual classrooms.

Installation of E-governance in the near future for the aspects of administration, examination and research.

NSS and DLLE Wing needs to undertake more extension activities.

Aggresively work towards Student development activites

Placement activities need to be at the forefront for the upcoming year