YEARLY STATUS REPORT - 2021-2022

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. 7709611885

- 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.   **7498058500**

- Alternate phone No.   **9284740029**

- Mobile   **7709611885**

- IQAC e-mail address   **iqac@stpaulcollege.co.in**

- Alternate e-mail address   **amelia@stpaulcollege.co.in**

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

https://www.stpaulcollege.co.in/upload/pdfs/naac/new/AQAR%202020-21.pdf

4.Whether Academic Calendar prepared during the year?

Yes

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

https://www.stpaulcollege.co.in/upload/pdfs/academics_section_folder/ST%20PAUL%20DEGREE%20COLLEGE%20ACADEMIC%20CALENDER%202021-22-converted.pdf

5.Accreditation Details

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

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
NIL	**NIL**	**NIL**	**NIL**	**NIL**

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   `3`

- 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   [View File](#)

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)

`*Even after facing all the odds Covid19, Successful updated AQAR 2020-2021.`

`*Successfully developing a new website, suiting to the latest requirements of NAAC and Digital India.`

`*Celebration of Women's Day Week on 7th and 8th March 2022 for empowering the Female Students and Staff in our Campus.`

`*At the end of the Academic year, College successfully installed an ILMS Software which will be functional soon. It consists of assistance in all aspects of institutes like Library, Finance and accounts, Examination and Employee management.`

`*With respect to the waste management system, the institute has signed an agreement with the Agency to collect E-waste periodically.`

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
Improvisation in teaching & learning by conducting bridge courses, developing advance learner's platform for students. Examination meeting for physical exams in the college post pandemic.	**Debate and Elocution Bridge Courses like English and Communication Skill.**
Green audit and AAA to be conducted.	**Green Audit was successfully completed during October 2021 and Academic Audit preparation has been initiated. It will be completed by next academic year.**
Explore the collaboration and MOU for more number of activities in order to develop skills of students.	**A collaboration for Faculty exchange was initiated with D.T. Kalani College and an MOU was signed for Skill Development of students with two Agencies Brightwayz and Career Jyoti**
Preparation of AQAR Submission and Alignment of the new Academic Year.	**Uploaded AQAR successfully. Criteria Heads initiated the work of Next AQAR as per the latest requirement of NEP and NAAC.**
Workshops of NEP and AQAR to be attended or conducted by the institute.	**7 Days FDP on NEP was attended by the different Faculties of the college and also by the Principal. Various workshops were attended by IQAC Coordinator and Faculties to understand the framework of NAAC and AQAR.**
ILMS software and Website redevelopment should be initiated.	**Previous website was chalked out and a New Website has been developed to suit the requirements of NAAC. ILMS software was purchased at the end of the Academic Year and will be user friendly by the next academic year first term.**

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

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	**26/03/2022**

14.Whether institutional data submitted to AISHE

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.	**7709611885**
• Mobile No:	**9970023164**
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• Address	**Behind VTC Ground, near Ganpati Mandir , Ashelepada**
• City/Town	**Ulhasnagar**
• State/UT	**Maharashtra**
• Pin Code	**421004**
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• Type of Institution	**Co-education**
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College Development Committee	26/03/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021–2022	20/12/2022

15. Multidisciplinary / interdisciplinary

'The best way to predict our future is to create it' - Abraham Lincoln

St. Paul College is a centre of excellence known for its quality education. We teach our students to set high goals and achieve it and same applies to us. Therefore we in our Perspective Plans have already installed this policy of launching new programmes by next cycle of NAAC. We are already on that journey of launching 3 new programmes by Next Academic Year 2021 - 2022. We have already submitted our documents for Masters in Commerce in Advance Accounting, Masters in Commerce in Management and Bachelor of Science (Information Technology) (BSC.IT). The institute will be Faculty of Commerce and Science and will also be a Post Graduate college offering suitable post graduation degrees to its commerce students.

Our Institute is alreading preparing its roadmap for integration of Humanity and Science with STEM. All the faculties encourage students to learn through experience and participation. Field Trips, Educational Tours, Classroom Activities: Group Discussions, Management Quiz etc. Learning by objective and not Rote Learning is actual motive of this integration. Students will get to choose different combination of subjects and can have easy exit/entry in the institute as per their interest level.

St. Paul College already offers different specialization in Bachelor of Management Studies, (Marketing, Human Resourse and Finance) a student can choose their own specialization depending upon their likability. This encourages the students to continue their education without taking a drop or thinking about any other career option.

In recent times, being an affiliated institute we are intact with the curriculum offered by University of Mumbai and have launched new courses like Foundation Course in Environment Management, Foundation Course in Ethics and Management, Information Technology Management etc. These courses help students to establish knowledge about community and environmental education.

16.Academic bank of credits (ABC):

As an institute we are yet to receive the circular from the University of Mumbai with regards to ABC introduction in the college. We planned to initiate its preparation by understanding the overall concept by the experts. In light of that, all the senior faculties including the principal of the college had attended an Faculty Development Program which was based on 'New Education Policy in Higher Education - Context and Participation'.

At the present moment, our Institute is offering credit based grading system for all the programmes and with regards to specialization, being an affiliated institute we are offering specialization in Self Finance Programmes in which students are allowed to choose specialization subject based on their ability and likability of that subject. Especially in Bachelor of Management Studies Programme (B.M.S), Specialization is offered in all 3 genre i.e. (Human Resource, Marketing and Finance). The credits are thus segregated into common subjects and specialized subjects. This format is already giving the students freedom to choose as per their career choices. Many of our students are approaching HEI in other countries for Master's and we have received feedback from those students that this format has helped them decide in their second year itself with regards to career choices.

With regards to opening, closing and verifying the credits earned by the student a digital infrastructure will be bought in place by the institute and a professional development training will be planned for the staff to equip them with all the necessary knowledge of ABC functioning. Since the student will be allowed to open an account with ABC India, the institute will structure the overall policy of Teaching and Learning to make every staff receptive and well known about the Standard Operating Practices (SOP). The unique ID of every student will give us all the information as to his prior credits earned and his existing completion of course.

17.Skill development:

Skill Development initatives are being taken by the institute inorder to make them job ready. Soft skill training, Life Skill or Transferable Skills, Computing and Communication skills are a part of extra curricular activities. College develops Planner for

executing these trainings/seminars for students. There has been various Add on courses that had been conducted in the college i.e. Digital Marketing, Caligraphy, Vedic Maths, Microsoft Excel, Tally ERP, Resume Building and Interview Skill etc. The curriculum is designed and implemented, along with it certificates are being issued to students on completion of such courses. These courses help students to develop essential skills like technical skills, confidence, time management, values etc.

The college students come with the flair of organizing all its programs like Republic Day, Christmas Celebration, Independance Day, Constitutional Day, Anti Corruption Day etc. The student council is the strength of the college. They organize all the programs/activities with complete passion and college supports them with all the possible infrastructural requirment. Capability Enhancement takes place while our students engage into organizing any programs. They are encouraged by the faculty to participate and also to organize the different events.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The promotion of Indian Cultural wealth must be considered really important because it is identity of the nation. In this regard, the integration of Indian Knowledge System is of utmost importance in Teaching and Learning. St. Paul College is offering its programmes in English, but depending upon the understanding of a student, teacher gives instruction in a specific language understood by the student. In teaching and learning, the process of transfering of information from teacher and understanding of the concept by the learner is utmost important. Refering to this, a teacher explains the concept using the language most receptive by the student.

In the classroom, teachers are using bilingual language for better clarity to learners.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Outcome based education is implemented in each course for each programme and considering the progression of each course, faculties are expected to impart participative or experential learning in each course.

OBE is an educational strategy and a learning philosophy that centres all academic programmes (curriculum) and instructional activities

around the specific "outcomes" that we want every student to be able to demonstrate by the time they have completed the course. It is a method of instruction that places an emphasis on the evaluation of student performance through results. The outcomes of a student's effective participation in a certain set of higher education experiences are typically expressed in terms of a mixture of knowledge, skills, abilities, attitudes, and understanding. The OBE model measures the progress of graduates in three parameters, through:

Program Outcomes (PO)
Program Educational Outcomes (PEO)
Course Outcomes (CO)

IQAC in consultation with the principal formulate PO, CO and PSO for each department and emphasize to implement the same to improve the academic performance of the students. College is committed to initiate the new policy OBE out of the prevailing traditional policy as per New education policy(NEP) in future.

20.Distance education/online education:

Open and Distance Learning or Distance Education is going to provide a learning platform to a lot of learners.

Institute in the approaching years will establish digital infrastructure to get a grip on the requirements of Open and Distance learning programmes. Such programmes will add various technological tools that help you enhance the teaching and learning process. These tools can help the teachers in creating, using and sharing information over the networks. We are planning to offer several vocational courses for the students in the near future. At the present moment we have some equipment for blended learning and in future the college will provide more equipment like LED lights, improved gadgets etc.

The library acts as the main learning resource centre of the college and provides services and facilities to meet the requirements of the institute's teaching, training, research and consultancy programmes. To meet those requirements, our college has purchased ILMS software this year. Name of the software: Preksha Version: 9.0

Year of Automation:2021-2022.

Same platform can be used for developing e-resources for

vocational courses. Teachers and students can be provided with individual logins for respective courses and to access all its material.

Extended Profile

1.Programme

1.1	184
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	536
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	107
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	175
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	16
Number of full time teachers during the year	

File Description	Documents
Data Template	[View File](#)

3.2 Number of Sanctioned posts during the year	**16**

File Description	Documents
Data Template	[View File](#)

4.Institution

4.1 Total number of Classrooms and Seminar halls	**17**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**1952163.09**
4.3 Total number of computers on campus for academic purposes	**38**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The Effective curriculum delivery is ensured by College by following three steps-

1. **Planning:- The college plan its activities well in advance at the start of the academic year in accordance with the university planner for the smooth conduct of the activities. In each semester, the individual and master timetable is made and the subjects are allotted to each teacher as per their expertise. The syllabus of each subject is made available to teachers the teacher prepares academic diary of their respective subjects. The academic planner includes all the dates of internal and external examination so that students can prepare well in advance**
2. **Execution : The execution of curriculum is smoothly**

administered by the teachers. The teachers maintain 'Academic Diary'. Teachers plan and implement the syllabus of the curriculum in the stipulated time. Participative learning, Industrial Visits, Internships, Debates, Group Discussions, Seminars, Role plays, Value Added Courses, Certificate Courses are arranged every year for imparting better curriculum delivery

3. Review : At the end of every semester a periodic review of curriculum delivery is taken by the Principal on teaching and extra-curricular activities. 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	[View File](#)
Link for Additional information	[https://www.stpaulcollege.co.in/upload/pdfs/academics_section_folder/ST%20PAUL%20DEGREE%20COLLEGE%20ACADEMIC%20CALENDER%202021-22-converted.pdf](#)

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

The institution follows the academic calendar issued by the university. In accordance with it, the institution prepares its own academic calendar for all the programs at the start of academic year. The academic calendar comprises the dates of examination i.e. external and internal examination, list of all the holidays, list of events of the college, schedule of departmental and committee meetings and all other curricular and extracurricular activities. Academic calendar helps the faculty member to plan their respective course delivery activities. Timely completion of syllabus is monitored by the departmental heads. Syllabus coverage for each CIE is decided well in advance and faculty members adhere to it.. Internal Assessment tests, assignments, projects, management quizzes, workshops and seminars form a major part of the Continuous Internal Evaluation (CIE) of students. Academic calendar is communicated and displayed on the Notice board and on the College website to ensure all the faculty and students regarding activities to be conducted during the academic year. Examination committee adherence to the implementation of Academic calendar prior, during and post examination. This helps in the proper and successful conduct of

examination

The Principal review the semester progress and provide suitable suggestions if any.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://www.stpaulcollege.co.in/upload/pdfs/academics_section_folder/ST%20PAUL%20DEGREE%20COLLEGE%20ACADEMIC%20CALENDER%202021-22-converted.pdf

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

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	<u>View File</u>
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	<u>View File</u>

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	<u>View File</u>
Brochure or any other document relating to Add on /Certificate programs	<u>View File</u>
List of Add on /Certificate programs (Data Template)	<u>View File</u>

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

369

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

369

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

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 cross cutting issues relevant to gender, environment and sustainability, human values and professional ethics are

integrated in the college syllabus as proposed by UGC.

1. Curriculum of all programmes has included Foundation course subject of 3-4 credits to make students aware about the environment and sustainability issues and human values
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 and professional studies conducts various activities every year related to human values, professional ethics, environment and sustainability issues.
4. Self defense for women, seminar on women empowerment were conducted to empower women.
5. NSS has been very active by conducting various vaccination Drive, blood donation camp for students as well as for faculties and society
6. Besides this, the college makes sure to encourage students' participation in NSS .The college has adopted Kishore Gaon 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	[View File](#)

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

184

File Description	Documents
Any additional information	<u>View File</u>
Programme / Curriculum/ Syllabus of the courses	<u>View File</u>
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)	<u>View File</u>

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

79

File Description	Documents
Any additional information	<u>View File</u>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<u>View File</u>

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**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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	View File
URL for feedback report	https://www.stpaulcollege.co.in/assets/PDFs/ATR_FEEDBACK_2021%202022.pdf

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	View File
Institutional data in prescribed format	View File

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

107

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

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

Our Institution distinguishes slow and advanced learners on the basis of a certain benchmark set on the basis of the percentage secured by the students in past academic examinations. Academic performance is a good key indicator to identify and assess slow and advanced learners. Slow learners are given special attention especially students from Vernacular medium passed HSC exam, students for Science and arts stream and opted admission in First year B.com, BMS, BBI and BAF. Students are offered with enrolling in Bridge course and Remedial lectures.

Efforts taken for slow learners:

Remedial lectures are conducted for the students who have failed or have scored less/poor marks in semester examinations. Bridge courses have been conducted through Online mode on Basic mathematics, basic accounting and communication skills. Assessment and evaluation at the end of each course.

Efforts taken for advanced learners:

Advanced learners are being provided with extra reading and reference material to those who wish to appear for competitive exams. Active students are encouraged to participate in seminars, workshops, competitions organized by other colleges and university. Advanced learners are encouraged to use high-end instruments for conceptual understanding and hands-on experience. Extra curricular activities are conducted by the institute such as debate, elocution competition, etc to enhance the critical thinking skill of the students.

File Description	Documents
Link for additional Information	https://www.stpaulcollege.co.in/assets/mentor/SLOW%20&%20ADVANCE%20LEARNER%20POLICY.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
536	15

File Description	Documents
Any additional information	View File

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 acquisition of students centric methods to enhance and augment student engagement and complicity as a part of participative learning and problem solving methodology in the overall growth and development in their curriculum.

1. Experiential learning - Internship opportunities are used for promoting experiential learning. Demonstration, videos, and student class presentations are adopted in each course/subject as per the need and importance and objective of the Program. Industrial Visits to engage them in experiential learning while visiting the organization/company.

2. Participative learning - The learners are encouraged to be more independent and interdependent. They take control of their own learning by involving in planning and implementation of the curriculum. The participative model of teaching and learning is adopted to engage the learners at multiple levels of teaching-learning-evaluation process. Annual cultural program is organized every year for the students of the college to give a vent to their creativity.

3. **Problem solving learners - Debate and discussions on relevant topics are held as part of classroom teaching to improve their problem solving skills. Class presentation is made Case studies approach in research methodology also helps in developing problem solving. The learners go through the stages of problem solving like defining the problem, evaluating the solutions, implementation, review and recommendations.**

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://www.stpaulcollege.co.in/assets/student_center/2.3.1%20Student%20centric%20method.pdf

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

The effective dissemination of content using ICT tools in the classroom for a better understanding and strengthening of concepts and problem solving is adopted by all the faculty of the institution. ICT tools supplement traditional teaching and learning methods, and the institute is very interested in providing innovative methods of enrichment. The institution has the needed resources which include wide availability of computers in IT lab and library, high access to broadband internet and general ICT knowhow among the students and the faculty. Institute encourages and motivates all the faculty and students to intensively use of ICT enabled tools including online resources for constructive and productive teaching-learning process. College has facilitated with the extensive use of ICT tools such as Projectors, , e-learning technology, etc. There are 3 Seminar Halls, conference halls which are well equipped with ICT facilities. E-Learning center helps the teachers in developing e-content in different subjects which is shared with the students and updated onWebsite time to time. General ICT Tools are using by college faculties are: Desktop and laptops,Projector, Printer, Scanners, DVDs and CD etc. College use other Sources like Zoom, Google meet etc for conducting lectures, webinars, workshops etc. This in turn made easy accessible for the students and gave a distinctive rise in e-learning whereby teaching is undertaken

remotely and in digital platforms.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.stpaulcollege.co.in/e-content.php

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.	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	[View File](#)

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)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	[View File](#)

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	View File
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)	View File

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

80

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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.

College strategies Academic Planner at the beginning of the Academic year. Dates of internal assessment tests, projects, and Assignments are planned accordingly in Academic Calender taking into consideration all other activities. Academic calendar is made available and communicated well before the commencement of thesemesterthrough the college website. Internal assessment comprises internal tests, project work, classroom activity etc which are two separate heads of passing as per the syllabus scheme prescribed by the University of Mumbai.he evaluation of the term work is done for 25 marks in majority of the subjects. 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 turn helps the student greatly. The result of

the internal test along with the semester evaluation is displayed on the college notice board at the end of each term to maintain transparency and uniformity in the assessment of the internal tests. In the Academic year 2021-22 college has conducted an Online Internal test through Google form. As per mumbai university guidelines, Online MCQ question papers are prepared, assigned, scheduled and verified by Coordinators and Principal through the Examination Committee.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://www.stpaulcollege.co.in/assets/random/internal%20exms%202_compressed%20(1).pdf

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

For the coherent working of the Internal and Semester examination, college has Examination committee to control and carry on college level exams. Examination chairperson and Coordinators in consultation with the Principal (Exam Chief conductor) ensures effortless and trouble-free conduct of 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. Internal assessment examinations were conducted in an online mode during the pandemic.Internal assessment examinations were conducted in an online mode during the pandemic. The Examination Committee, Unfair Means Committee and Grievance Redressal Cell address examination related grievances in a transparent, time- bound and efficient manner. The coherence and imparity in the evaluation system and handling of student grievances is well rated in the student satisfaction survey. The 'NO Revaluation' policy for online MCQ examinations has been evoked by the University of Mumbai, thus no revaluation related grievances have been registered for the academic year 2021-22. The electronic evaluation process of the MCQ examinations has void the assessment related grievances.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.stpaulcollege.co.in/assets/random/2%20(1)%20(1).pdf

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.

IQAC ensures that the subject experts and academicians map out each course outcome with respect to the objective of achieving learning, industry standards, employability skills and acquaintance required for the Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) in accordance to the specifications of University of Mumbai. College Websites and circulars also displays Programme outcome, course outcome and programme specific outcome for all programs offered by the college institution and is communicated to teachers and students. Learning outcomes of the students are executed by way of monitoring Continuous Internal Evaluation and semester examination at the end of the program. All students are acquainted and notified of the objectives and expected outcomes of their programme during the admission process and during the compulsory Orientation programs conducted for the first year students. Additionally, each course's complete syllabus, learning objectives, and assessment plan are shared with the students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.stpaulcollege.co.in/program_outcomes_and_course_outcome.php
Upload COs for all courses (exemplars from Glossary)	View File

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

Institution frames the process of the evaluation and attainment of Programme outcome (PO) and Course Outcome (CO) for the smooth functioning and in strict conformity with the objectives of Outcome Based Education (OBE). 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. Direct method comprises 80% of CO attainment whereas 20% evaluation is based on Indirect method which comprises Exit survey, Alumni survey, feedback etc The proficiency and cognizant skill described by the course outcomes are mapped to specific issues on University Examination and internal exams. The attainment of each CO is enumerated by setting the average mark as the target. Each course's COs are assigned weights of 3 (Strong), 2 (Medium), and 1 for POs and PSOs (Weak).A course result ought to satisfy a minimum of one or more of the program's outcomes. Every course that contributes to the PO is acknowledged, and it receives both direct and indirect evaluations via the COs. The degree of accomplishment of every CO is compared to the desired targets for each and every course, and if they are not met, faculty offers ways to improve it.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://www.stpaulcollege.co.in/program_outcomes_and_course_outcome.php

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

175

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
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)

https://www.stpaulcollege.co.in/assets/PDFs/SSS%20REPORT%202021-22
.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)

NIL

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

NIL

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

2

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

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

2

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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 are involved in these activities along with the 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. There are two University wings under which the extension activities are carried out in the college. The National Service Scheme (NSS) and Department of Lifelong Learning and Education (DLLE) Units of college had undertaken various extension activities in the neighbourhood community. Students enroll into these units and theycannot overlap their participationinto it. Several activities were carried out in the Academic Year 2021-2022 by NSS volunteers like Swachh Bharat Abhiyan Rally, Mask Distribution, Blood Donation Camp, Covid 19 Vaccination Drive. They hadorganised a camp for neighbourhood students "HASI- happy kids everywhere" to inculcate social responsibility among the students. Students have drastic transformation in their personalities post participation in the extension activities. They become more responsible citizen and human's thereof. Their value system becomes more effective which helps them to deal with crisis or complex situations in their life in a more positive manner.

File Description	Documents
Paste link for additional information	https://www.stpaulcollege.co.in/activities.php
Upload any additional information	View File

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

5

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

438

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

2

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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 college has adequate infrastructure with 16 classrooms with Wi-Fi facility in all classrooms which is shared by all the programmes. The college has 38 computers in all. All the systems are connected to 50 mbps broadband internet connection. The campus is under the surveillance of 16 CCTVs installed at appropriate locations for the security and safety of the students and campus.

Our spacious college library is equipped with books and magazines to cater the needs of the students and the teachers. We have purchased ILMS (Preksha) software this year that is fully automated for the library, administrative, finance related purposes. The library has a computer with Wi-Fi facility.

The institute has an OSM facility incorporated in computers and an examination room.

The institute's IT facilities are a computer lab with 30 computers with Wi-Fi facility, UPS, LAN connection for students and teachers, heavy duty printers and photocopy machine and overhead projectors. LCD facility is also available

The institute has a multipurpose auditorium which is utilized for various events, conferences,co-curricular activities,seminars, etc. The classrooms are well ventilated and there is a restroom for girls. Filtered water, fire safety extinguishers are installed on all the floors.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.stpaulcollege.co.in/college_resource.php

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 various activities. Our students use this ground for playing football, badminton daily in their free lectures. For indoor games, Gymkhana is used for playing Carrom and Chess, Table tennis. For outdoor games common ground is used for playing basketball, volleyball, KhoKho and Kabaddi, underarm cricket, handball and football. For cultural activities like dance, music and singing our college has Harmonium, keyboards,sound system,podium, etc and auditorium is used for these activities.

Our college has a botanical garden on the ground and solar energy equipment is installed on the terrace.The college has CCTV installed at the appropriate locations in the whole campus for the security and safety. Our college also has a fire safety

certificate. Yoga and Medication workshops are conducted in the Auditorium for all.This year we have conducted yoga workshops online on 21 June 2022.

'Magique' is an intercollegiate and intra collegiate cultural festival conducted every year and the whole college campus is utilized for this event. Our NSS group is very active. They are doing various activities such as street play, Awareness program, Rallyetc. Student personality development activities are conducted.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.stpaulcollege.co.in/college_resource.php

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	https://www.stpaulcollege.co.in/college_resource.php
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

321689

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The library acts as the main learning resource center of the college and provides services and facilities to meet the requirements of the institute's teaching, training, research and consultancy programmes. To meet those requirements, Our college has purchased ILMS software this year.

Name of the software: Preksha

Nature of Automation: Fully

Version: 19.0

Year of Automation:2021-2022

Total number of computers for student access in library with internet connection: 00

Total number of printers for student access in library 00

Internet bandwidth /speed: internet service with 50 MBPS

Wi-Fi facility: Yes, Jio Wi-Fi is available in the campus

Our college library is well ventilated, lighted and conducive in nature.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the `C. Any 2 of the above`
following e-resources e-journals e-
ShodhSindhu Shodhganga Membership e-
books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

`5110`

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

`10`

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The college has adequate IT facilities that includes 38 computers in all. Out of 38 computers, students have access to 30 computers in the IT lab with internet connection, UPS facility and LAN system respectively. It also has computers with internet connection in the examination room, principal's cabin, library, administrative office,etc.The college has recreated its website design i.e. altogether a new website was developed this year by outsourcing its creation to Algoocean Technologies.

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 50 mbps on all floors. The college has purchased ILMS (Preksha) software this year (2021-2022) from an external agency "white code"..

The college is upgrading hardware configuration of computers from time to time as per the requirements.

The college has 16 CCTVs installed at appropriate locations for safety and security purposes. College website is upgraded from time to time to provide and upload the information related to examination, events, etc.

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

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.stpaulcollege.co.in/college_resource.php

4.3.2 - Number of Computers

30

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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)

1412886.6

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

Our college prepares a budget for maintenance and utilization of the academic, physical and support facilities and presents them before the governing council committee and is approved by the members and it follows a conducive system and policies for that. We have sufficient facilities for cultural, sports, audio-visual and computers. Continuous and routine checks are done to ensure all the facilities are working properly. Immediate action is taken

in case of any default. This year the college has purchased ILMS software to develop e-governance and for efficient and smooth working of the college.Infrastructure is shared by St. Paul Degree and Junior College as per the time table drawn prior to the start of the academic year. Physical facilities like computer labs, classrooms, etc are utilized to the optimum extent.We have a committee which takes care of maintenance of Computers, Networking equipment and also AMC for computers and fire-fighting equipment and also Wi-Fi is installed on all floors. We have outsourced the website designing contract and created a new website this year.A Committee has been formed by the college which takes care of the Maintenance and Cleanliness of the Campus. We have an adequate drainage system to avoid water logging.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.stpaulcollege.co.in/assets/PDFs/new/Maintanance%20Policy.pdf

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

107

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

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

82

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

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	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

186

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

186

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

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	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

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

25

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

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

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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 unive rsity/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)

The college ensure the active participation of students in the academic and administrative affairs of the institution. They are essential part of the institute and are having active participation in implementing all curricular and co curricular activities in the college. The students representatives are having their presence in majority of academic and administrative committees such as IQAC, Anti ragging, Women Development Cell, Internal Complain Committee, Student Grievance, Sports &, Cultural Committee etc. Student Council has mega involvement in executing Intercollegiate Fest - Magique, Days Celebration, Convocation, Teachers Day, Extension work activities etc. The students are involved in all important decisions making processes such as Student Support and Competitive exams, which develops leadership, efficiency and spirit services among students. Students, in this committee always come forward for exhibiting skills like

a. creative – by making best out of waste in the campus for almost all the events.

b. finance- by arranging sponsorship for mega events.

c. hospitality and invitations – by designing suitable platform for all the guests.

Almost all the graduates every year very proudly stick to one statement that out institute gives them all possible support to grow and also autonomy to decide the best in all aspects.

File Description	Documents
Paste link for additional information	https://www.stpaulcollege.co.in/assets/PDFs/Student%20Council%20Report_2021%202022.pdf
Upload any additional information	[View File]()

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

13

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	[View File]()
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)	[View File]()

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

St. Paul College is still in the process of registering its Alumni Association. The Alumni's of our college frequently involved in the development of the college. The Alumni'sorganizes and actively support existing student council for better functioning on regular basis. Since the Alumni's are at exploration stage of career they frequently visit college and get indugled into Extension activities conducted by the college.

Our alumni's help students to discover the networking in corporate world in order to get good job opportunity or to explore startup ideas. The Alumni is asked to provide guidance to existing students with regards to various committees, functioning of the

college, interview techniques or internship opportunities.

File Description	Documents
Paste link for additional information	Nil
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

Student growth and development are the cornerstones of the vision & mission at St. Paul. We believe in overall growth and continuous improvement. Our mission and vision is expressed in our approach towards students, employees and the stakeholders. The governing council makes a strategic plan at the beginning of the year. The committee conducts four meetings. 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). Our supervisor/ Coordinators prepare a year plan in tune with the strategies made by CDC along with the Governing Council. Faculties are highly participative during the discussion the ideas and recommendations they come up with are discussed and implemented. St. Paul proudly presents its mission and vision on our websites, college wall and its printed on the prospectus of the colleges. Innovation and leadership is at the core of St. Paul to stay in touch with the changing needs of the society Our mission aims at enhancing the quality of teaching and service programs through the support of the best faculty, staff and students. We conduct continuous and varied training programs for both teaching and Non-teaching staff.

File Description	Documents
Paste link for additional information	https://www.stpaulcollege.co.in/about-us.php
Upload any additional information	View File

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

The College has ensured the values of good governance and participative management through the formation of the College Development Committee. 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. While the policy implementation is 'Top- Down' in nature, the policy making is a 'bottom- up' process. The various committees are headed by faculties and they help in the day to day smooth functioning of 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 decentralization process is exhibited in the shift that occurred after the pandemic where a seamless transfer from the online learning module to hybrid and then to classroom setting was done without much trouble to any of the stakeholders 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 counseled students for selecting proper courses that met the requirements of their abilities and skills.

File Description	Documents
Paste link for additional information	https://www.stpaulcollege.co.in/assets/PDFs/organogram_st%20paul%20college.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Website Development:- A new vendor was appointed and a lot of

rework has been done on the website to make it more student friendly and to give the optimum use of ICT facilities to all the students. Curriculum Development: The curriculum enrichment is achieved by designing and implementation of Add on Courses and bridge courses.The academic plan is integrated with e-learning to help students get an overall learning. ILMS:- Integrated Library Management software was purchased to keep up with the student's demand of books/reference books and accordingly to make sure the supply of the same is seamless. The e-governance is essential for all areas of HEI and so is the plan ofthe management as far as theperspective plan is concerned.

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.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File]()
Paste link for additional information	https://www.stpaulcollege.co.in/assets/PDFs/PERSPECTIVE%20PLAN%20FOR%20WEBSITE.pdf
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.

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 of 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	https://www.stpaulcollege.co.in/assets/PDFs/code_of_conduct_Information_Brochure.pdf
Link to Organogram of the Institution webpage	https://www.stpaulcollege.co.in/assets/PDFs/organogram_st%20paul%20college.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution has always placed a high priority on the welfare of the teaching staff and non-teaching employees and has taken numerous steps to make sure of this.

The institute promotes research and offers seed money to publish and present research papers of the teaching staff. College has developed a platform to encourage research attribute among teachers by providing financial support to all the teaching faculty to attend National/International Conference, Workshops,

FDP. Atleast two research papers must be published by each faculty in a year, which will be then reimbursed by the college. This decision is taken by the management of the college and Research Cell.

Nation Pension Scheme (NPS) facility is Promoted by the management wherein the contribution from both i.e Employer and Employee is funded into the Scheme.

All major milestones are celebrated to create healthy environment among the Staff members of our college.

In case of Non Teaching Faculty -Tuition fees is waived off for their ward. For non-teaching staff, management offers Festival advanced as and when required. Creche facility is made available for women staff within the college campus.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

3

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

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

1

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	<u>View File</u>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<u>View File</u>

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

5

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	<u>View File</u>
Details of teachers attending professional development programmes during the year (Data Template)	<u>View File</u>

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

Each employee's performance is evaluated at the conclusion of the academic year. Each member of the teaching and non-teaching staff must complete the self-evaluation form. Evaluation and promotions are done in accordance with each employee's annual performance

results or review. The evaluation criteria for teaching personnel and non-teaching staff are different. The evaluation criteria for teaching personnel are in line with UGC and University of Mumbai guidelines. The grading criteria includes a variety of factors, including discipline, hard work, team coordination, perseverance, teamwork, relationship-building, and departmental and technical skills. The management supports fair compensation policies.

Every year, the appraisal is completed in the month of April, and appointments for the new year begin in June. Candidates fill out self-assessment questionnaires throughout the appraisal. Following the panel debate, the applicant is either given another term or has their employment terminated. The entire procedure supports the notion that each employee has room for improvement and can finally be transferred into actual improvement.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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 institute conducts an internal audit at the end of the financial year of the college. The college has appointed an auditor, a Chartered Accountant (A.K. Singh) who looks after the audit process internally. The report is shared with the college development committee and governing council for further approval. Being a Private Unaided Institute, there is no appointment of an external auditor.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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)

NIL

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)	View File

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

Since our college is unaided so the main source of funds received is from Student fees. No funds/grants are received from any university/ state government.In the beginning of every academic year, the budget is prepared by the Principal in consultation of the IQAC and other Heads of department. While preparing the institutional budget provision is made for books, salaries, maintenance expenses such as electricity, water, telephone, infrastructure etc.While making provisions for the departments, priorities, needs and requirements of various committees and development of the department is considered. There are well-defined policies and mechanisms for implementing the budget effectively. Then it is put up to the Governing Body for final approval. The sanctioned Budget is utilized for the proposed activities. The allocated funds are utilized to purchase equipment for sports, organize seminars, workshops and conferences, college events etc. The administration and management board review the use of resources including audit, budgets and accounts. The fund is kept safe for miscellaneous expenses and for certain emergency situations.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

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

With the revolution of NEP 2020, the institute is revamping its processes at all levels. The major step that has been taken by IQAC this year is initializing with different Audits of the Institution it includes Green, Energy and Environment Audit which is successfully completed. In the upcoming year, the Academic and Gender Audit will also get completed.

E governance and Redevelopment of website: As there is demand for digital infrastructure, the IQAC has successfully changed the college website to make it a more user friendly and responsive one. The institute has also installed an ILMS software for reaching out to the e-governance practices and paperless office. This software will cater to all the needs of the institute, staff and students i.e. online admissions, Fees collection, finance and accounts and major aspect will be Library Management System.

In order to strengthen the area of research for the faculty, the Management of the college and IQAC has established a policy for the staff to develop atleast two research papers in a year and they will be reimbursed with the publication cost of that research paper after submitting the required documents to the Research Cell.

File Description	Documents
Paste link for additional information	https://www.stpaulcollege.co.in/auditcertificate.php
Upload any additional information	View File

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 composition of IQAC is as per the UGC norm and with respect to Teaching Learning Process we have a dedicated committee who collect and analyse feedback from stakeholders. Suggested changes are implemented by Departments and committees. Special emphasis is given on slow learners and Bridge courses are implemented for them. Even advanced learners are given the opportunity to explore more possibilities of learning by way of conducting different activities as per semester arrangement. The faculties are asked to

submit the periodical diary for keeping the departments as well as IQAC informed about teaching-learning, curricular and extra curricular activities conducted for the students.

E-resources have been published on the website for all the learners. This methodology has helped all the learners during Covid19 to study and also to the teachers for using this as a tool to teach in ICT enabled classrooms. In the long run, it will promote the idea of blended mode for studies.

As an incremental improvement, the college has definitely initiated engaging into more collaborations and MOU's for development of the students.

File Description	Documents
Paste link for additional information	https://www.stpaulcollege.co.in/e-content.php
Upload any additional information	View File

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)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.stpaulcollege.co.in/auditcertificate.php
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

The growing need for gender parity is recognised by St. Paul Institution and as a college, we value fostering student diversity across all degree programmes. All applicants are given equal opportunity. To preserve equity among all students, the Internal Complaint Committee, Sexual Harassment Committee, and Anti-Ragging Committee were established. These committees are in charge of handling any cases or complaints that may come up. The Women's Cell as part of its initiative celebrated international women's day various programmes such a self defence and safety seminar, tresure hunt, poster making competition and sari draping competition were conducted. Common Room, crush facilities, campus-wide CCTV cameras and departmental corridors are all set up with the intention of making all students feel secure on 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 overall development. An Annual Gender Sensitization plan is in place to establish road map in order to promote gender equity in the campus.

File Description	Documents
Annual gender sensitization action plan	https://www.stpaulcollege.co.in/assets/PDFs/Annual%20Gender%20Sensitization%20Action%20Plan__2021%202022.pdf
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	https://www.stpaulcollege.co.in/assets/naac/Facilities.pdf

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/

B. Any 3 of the above

power efficient equipment

File Description	Documents
Geo tagged Photographs	[View File]()
Any other relevant information	[View File]()

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 designated as a place with lower plastic usage, with a focus on utilising plastic in the least amount possible.We strive to use more lasting materials like wood or metal If it's for long-term use; if that's not possible, we rent out specific things we need

Students are taught how to properly use the dry and wet dustbins that are provided in each classroom for separating solid waste from wet garbage. Municipal trucks used for daily rubbish collection aggregate and dispose of the collected solid waste. Nearly 3 to 4 full buckets of waste are handed over to the municipal garbage trucks on a daily basis, while the rest of the waste is taken care of using different methods.

The wet waste is transferred to the composting pit, where it is turned into organic green compost that is used in the building's ever flourishing botanical garden.

The minimal E-waste generated by the organisation is properly disposed of using a reputable vendor, with whom we have an agreement, in a methodical manner to prevent environmental damage. We at St. Paul strive to create an environment that promote proper disposal of waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File]()
Geo tagged photographs of the facilities	https://www.stpaulcollege.co.in/BestPractices.php
Any other relevant information	[View File]()

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	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **B. Any 3 of the above**

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	View File
Any other relevant documents	View File

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	View File
Certification by the auditing agency	View File
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 of reading material, screen   reading

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	View File

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).

St. Paul is very particular about creating an environment for all student and staff that is respectful and encouraging of differences in cultural, geographical, linguistic, socioeconomic, and other ways. The college hosts a variety of sports and cultural events that foster respect for one another. Commemorative days are

celebrated like Women's Day, where issues like self defense and safety seminars are conducted. Yoga Day which instills a sense of equality and tolerance. There is an institute-wide code of ethics that all participants must abide by, regardless of their cultural, regional, linguistic, communal, socioeconomic, or other differences. There is a separate code of ethics for teachers and other staff members

St. Paul has organized Vaccination drive throughout the year without any bias and encouraged even the weaker section of the society to get vaccinated To provide pupils a better perspective and foster an inclusive environment of tolerance and harmony, sessions on mental health awareness are held.

In their first days on campus, professors hold interactive special sessions for each batch of incoming students to discuss the importance of cross-cultural communication, ethics, and values. This helps us maintain an inclusive environment

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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 college believes in the fundamental values of Indian

constitution like liberty, equality and fraternity. Celebrating Independence and Republic Day we tell our students about freedom struggle, The National flag and National Anthem..Besides teaching, a number of cocurricular and extracurricular and administrative activities are conducted throughout every academic session for which required cells and committees are constituted taking into consideration that all the stakeholders must have equal share in discharging the responsibilities. The students are also taught to Protect and improve the environment and inculcate the preservation of natural resources Students are also encouraged to Develop scientific temper, humanism, and the spirit of inquiry and reform Strive towards excellence in all spheres of individual and collective activity Selecting subjects like Foundation Course in the first year which has moral responsibilities as a citizen as

part of the syllabus

We Promote harmony and the spirit of oneness amongst all the Students transcending religious, linguistic, and regional or sectional diversities

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
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 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

A. All of the above

File Description	Documents
Code of ethics policy document	View File
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	View File
Any other relevant information	No File Uploaded

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

St. Paul celebrates Republic Day and Independence Day with great enthusiasm and ourstudents actively participate in planning the activities for both of these days, the national song is sung by everyone present, and our flag is proudly raised. All the staff of

the college make arrangements for flag hoisting. Additionally, students coordinate other cultural activities alongside faculty members and staff. The institution periodically commemorates the birth and passing of notable people and national heroes to educate students about India's rich historical heritage and their role in national growth. We also celebrate holidays like Garba and Janmashtami. Additionally, under the direction and supervision of faculty and staff, students participate in the Fresher's Welcome and Farewell party.

Days like International Yoga Day and Mental Health Day are highly valued because of the profound effects they have on students' physical and mental health. Chhatrapati Shivaji Maharaj Jayanti and Anti Corruption Day celebration in the institute makes students value and moral system more strong.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
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 borewell 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.

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. In this case 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.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

The mission of St. Paul College is to provide quality education to all it's students. The institution has worked extremely hard to achieve this aim from the start. Due to our location in a rural area, we are able to easily provide access to the underprivileged and needy pupils in the immediate area. Most of the students come from socially and economically disadvantaged group, therefore college ensures to groom them and deliver effective teaching of the curriculum. 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. In the Academic year 2021-22, college have provided concessions in fee considering the matter case to case basis. We also have provided them with monetary freeship to enable them to complete their studies.

We are a student centric college, hence loss of education is not accepted. In such situation college tries to understand the student condition and support them.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The Effective curriculum delivery is ensured by College by following three steps-

1. **Planning:- The college plan its activities well in advance at the start of the academic year in accordance with the university planner for the smooth conduct of the activities. In each semester, the individual and master timetable is made and the subjects are allotted to each teacher as per their expertise. The syllabus of each subject is made available to teachers the teacher prepares academic diary of their respective subjects. The academic planner includes all the dates of internal and external examination so that students can prepare well in advance**

2. **Execution : The execution of curriculum is smoothly administered by the teachers. The teachers maintain 'Academic Diary'. Teachers plan and implement the syllabus of the curriculum in the stipulated time. Participative learning, Industrial Visits, Internships, Debates, Group Discussions, Seminars, Role plays, Value Added Courses, Certificate Courses are arranged every year for imparting better curriculum delivery**

3. **Review : At the end of every semester a periodic review of curriculum delivery is taken by the Principal on teaching and extra-curricular activities. 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	[View File](#)
Link for Additional information	https://www.stpaulcollege.co.in/upload/pdfs/academics_section_folder/ST%20PAUL%20DEGREE%20COLLEGE%20ACADEMIC%20CALENDER%202021-22-converted.pdf

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

The institution follows the academic calendar issued by the university. In accordance with it, the institution prepares its own academic calendar for all the programs at the start of academic year. The academic calendar comprises the dates of examination i.e. external and internal examination, list of all the holidays, list of events of the college, schedule of departmental and committee meetings and all other curricular and extracurricular activities. Academic calendar helps the faculty member to plan their respective course delivery activities. Timely completion of syllabus is monitored by the departmental heads. Syllabus coverage for each CIE is decided well in advance and faculty members adhere to it.. Internal Assessment tests, assignments, projects, management quizzes, workshops and seminars form a major part of the Continuous Internal Evaluation (CIE) of students. Academic calendar is communicated and displayed on the Notice board and on the College website to ensure all the faculty and students regarding activities to be conducted during the academic year. Examination committee adherence to the implementation of Academic calendar prior, during and post examination. This helps in the proper and successful conduct of examination

The Principal review the semester progress and provide suitable suggestions if any.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://www.stpaulcollege.co.in/upload/pdfs/academics_section_folder/ST%20PAUL%20DEGREE%20COLLEGE%20ACADEMIC%20CALENDER%202021-22-converted.pdf

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	B. Any 3 of the above

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	View File
Any additional information	View File

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	View File
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

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	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

number of students during the year
369

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

369

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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 cross cutting issues relevant to gender, environment and sustainability, human values and professional ethics are integrated in the college syllabus as proposed by UGC.

1. **Curriculum of all programmes has included Foundation course subject of 3-4 credits to make students aware about the environment and sustainability issues and human values**
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 and professional studies conducts various activities every year related to human values, professional ethics, environment and sustainability issues.**
4. **Self defense for women, seminar on women empowerment were conducted to empower women.**
5. **NSS has been very active by conducting various vaccination Drive, blood donation camp for students as well as for faculties and society**
6. **Besides this, the college makes sure to encourage students' participation in NSS .The college has adopted Kishore Gaon 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	View File

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

184

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
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)	View File

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

79

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

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**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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	View File
URL for feedback report	https://www.stpaulcollege.co.in/assets/PDFs/ATR_FEEDBACK_2021%202022.pdf

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	View File
Institutional data in prescribed format	View File

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

107

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

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

Our Institution distinguishes slow and advanced learners on the basis of a certain benchmark set on the basis of the percentage secured by the students in past academic examinations. Academic performance is a good key indicator to identify and assess slow and advanced learners. Slow learners are given special attention especially students from Vernacular medium passed HSC exam, students for Science and arts stream and opted admission in First year B.com, BMS, BBI and BAF. Students are offered with enrolling in Bridge course and Remedial lectures.

Efforts taken for slow learners:

Remedial lectures are conducted for the students who have failed or have scored less/poor marks in semester examinations. Bridge courses have been conducted through Online mode on Basic mathematics, basic accounting and communication skills. Assessment and evaluation at the end of each course.

Efforts taken for advanced learners:

Advanced learners are being provided with extra reading and reference material to those who wish to appear for competitive exams. Active students are encouraged to participate in seminars, workshops, competitions organized by other colleges and university. Advanced learners are encouraged to use high-end instruments for conceptual understanding and hands-on experience. Extra curricular activities are conducted by the institute such as debate, elocution competition, etc to enhance

the critical thinking skill of the students.

File Description	Documents
Link for additional Information	https://www.stpaulcollege.co.in/assets/mentor/SLOW%20&%20ADVANCE%20LEARNER%20POLICY.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
536	15

File Description	Documents
Any additional information	View File

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 acquisition of students centric methods to enhance and augment student engagement and complicity as a part of participative learning and problem solving methodology in the overall growth and development in their curriculum.

1. Experiential learning - Internship opportunities are used for promoting experiential learning. Demonstration, videos, and student class presentations are adopted in each course/subject as per the need and importance and objective of the Program. Industrial Visits to engage them in experiential learning while visiting the organization/company.

2. Participative learning - The learners are encouraged to be more independent and interdependent. They take control of their own learning by involving in planning and implementation of the curriculum. The participative model of teaching and learning is adopted to engage the learners at multiple levels of teaching-learning-evaluation process. Annual cultural program is organized every year for the students of the college to give a vent

to their creativity.

3. **Problem solving learners** - Debate and discussions on relevant topics are held as part of classroom teaching to improve their problem solving skills. Class presentation is made Case studies approach in research methodology also helps in developing problem solving. The learners go through the stages of problem solving like defining the problem, evaluating the solutions, implementation, review and recommendations.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://www.stpaulcollege.co.in/assets/student_center/2.3.1%20Student%20centric%20method.pdf

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

The effective dissemination of content using ICT tools in the classroom for a better understanding and strengthening of concepts and problem solving is adopted by all the faculty of the institution. ICT tools supplement traditional teaching and learning methods, and the institute is very interested in providing innovative methods of enrichment. The institution has the needed resources which include wide availability of computers in IT lab and library, high access to broadband internet and general ICT knowhow among the students and the faculty. Institute encourages and motivates all the faculty and students to intensively use of ICT enabled tools including online resources for constructive and productive teaching-learning process. College has facilitated with the extensive use of ICT tools such as Projectors, , e-learning technology, etc. There are 3 Seminar Halls, conference halls which are well equipped with ICT facilities. E-Learning center helps the teachers in developing e-content in different subjects which is shared with the students and updated onWebsite time to time. General ICT Tools are using by college faculties are: Desktop and laptops,Projector, Printer, Scanners, DVDs and CD etc.

College use other Sources like Zoom, Google meet etc for conducting lectures, webinars, workshops etc. This in turn made easy accessible for the students and gave a distinctive rise in e-learning whereby teaching is undertaken remotely and in digital platforms.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.stpaulcollege.co.in/e-content.php

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.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

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)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	View File

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	View File
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)	View File

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

80

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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.

College strategies Academic Planner at the beginning of the Academic year. Dates of internal assessment tests, projects, and Assignments are planned accordingly in Academic Calender taking into consideration all other activities. Academic calendar is made available and communicated well before the commencement of thesemesterthrough the college website. Internal assessment comprises internal tests, project work, classroom activity etc which are two separate heads of passing as per the syllabus scheme prescribed by the University of Mumbai.he evaluation of the term work is done for 25 marks in

majority of the subjects. 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 turn helps the student greatly. The result of the internal test along with the semester evaluation is displayed on the college notice board at the end of each term to maintain transparency and uniformity in the assessment of the internal tests. In the Academic year 2021-22 college has conducted an Online Internal test through Google form. As per mumbai university guidelines, Online MCQ question papers are prepared, assigned, scheduled and verified by Coordinators and Principal through the Examination Committee.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.stpaulcollege.co.in/assets/random/internal%20exms%202_compressed%20(1).pdf

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

For the coherent working of the Internal and Semester examination, college has Examination committee to control and carry on college level exams. Examination chairperson and Coordinators in consultation with the Principal (Exam Chief conductor) ensures effortless and trouble-free conduct of 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. Internal assessment examinations were conducted in an online mode during the pandemic.Internal assessment examinations were conducted in an online mode during the pandemic. The Examination Committee, Unfair Means Committee and Grievance Redressal Cell address examination related grievances in a transparent, time- bound and efficient manner. The coherence and imparity in the evaluation system and handling of student grievances is well rated in the student satisfaction survey. The 'NO Revaluation' policy for online MCQ examinations has been evoked by the University of Mumbai, thus no revaluation related grievances have been registered for the academic year 2021-22. The

electronic evaluation process of the MCQ examinations has void the assessment related grievances.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.stpaulcollege.co.in/assets/random/2%20(1)%20(1).pdf

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.

IQAC ensures that the subject experts and academicians map out each course outcome with respect to the objective of achieving learning, industry standards, employability skills and acquaintance required for the Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) in accordance to the specifications of University of Mumbai. College Websites and circulars also displays Programme outcome, course outcome and programme specific outcome for all programs offered by the college institution and is communicated to teachers and students. Learning outcomes of the students are executed by way of monitoring Continuous Internal Evaluation and semester examination at the end of the program. All students are acquainted and notified of the objectives and expected outcomes of their programme during the admission process and during the compulsory Orientation programs conducted for the first year students. Additionally, each course's complete syllabus, learning objectives, and assessment plan are shared with the students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.stpaulcollege.co.in/program_outcomes_and_course_outcome.php
Upload COs for all courses (exemplars from Glossary)	View File

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

Institution frames the process of the evaluation and attainment of Programme outcome (PO) and Course Outcome (CO) for the smooth functioning and in strict conformity with the objectives of Outcome Based Education (OBE). 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. Direct method comprises 80% of CO attainment whereas 20% evaluation is based on Indirect method which comprises Exit survey, Alumni survey, feedback etc The proficiency and cognizant skill described by the course outcomes are mapped to specific issues on University Examination and internal exams. The attainment of each CO is enumerated by setting the average mark as the target. Each course's COs are assigned weights of 3 (Strong), 2 (Medium), and 1 for POs and PSOs (Weak).A course result ought to satisfy a minimum of one or more of the program's outcomes. Every course that contributes to the PO is acknowledged, and it receives both direct and indirect evaluations via the COs. The degree of accomplishment of every CO is compared to the desired targets for each and every course, and if they are not met, faculty offers ways to improve it.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://www.stpaulcollege.co.in/program_outcomes_and_course_outcome.php

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

175

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
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)

https://www.stpaulcollege.co.in/assets/PDFs/SSS%20REPORT%202021-22.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)

NIL

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

NIL

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

2

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

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

2

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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 are involved in these activities along with the 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. There are two University wings under which the extension activities are carried out in the college. The National Service Scheme (NSS) and Department of Lifelong Learning and Education (DLLE) Units of college had undertaken various extension activities in the neighbourhood community. Students enroll into these units and theycannot overlap their participationinto it. Several activities were carried out in the Academic Year 2021-2022 by NSS volunteers like Swachh Bharat Abhiyan Rally, Mask Distribution, Blood Donation Camp, Covid 19 Vaccination Drive. They hadorganised a camp for neighbourhood students "HASI- happy kids everywhere" to inculcate social responsibility among the students. Students have drastic transformation in their personalities post participation in the extension activities. They become more responsible citizen and human's thereof. Their value system becomes more effective which helps them to deal with crisis or complex situations in their life in a more positive manner.

File Description	Documents
Paste link for additional information	https://www.stpaulcollege.co.in/activities.php
Upload any additional information	View File

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

5

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

438

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

2

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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 college has adequate infrastructure with 16 classrooms with Wi-Fi facility in all classrooms which is shared by all the programmes. The college has 38 computers in all. All the systems are connected to 50 mbps broadband internet connection. The campus is under the surveillance of 16 CCTVs installed at appropriate locations for the security and safety of the students and campus.

Our spacious college library is equipped with books and magazines to cater the needs of the students and the teachers. We have purchased ILMS (Preksha) software this year that is fully automated for the library, administrative, finance related purposes. The library has a computer with Wi-Fi facility.

The institute has an OSM facility incorporated in computers and an examination room.

The institute's IT facilities are a computer lab with 30 computers with Wi-Fi facility, UPS, LAN connection for students and teachers, heavy duty printers and photocopy machine and overhead projectors. LCD facility is also available

The institute has a multipurpose auditorium which is utilized for various events, conferences,co-curricular activities,seminars, etc. The classrooms are well ventilated and there is a restroom for girls. Filtered water, fire safety extinguishers are installed on all the floors.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.stpaulcollege.co.in/college_resource.php

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 various activities. Our students use this ground for playing football, badminton daily in their free lectures. For indoor games, Gymkhana is used for playing Carrom and Chess, Table tennis. For outdoor games common ground is used for playing basketball, volleyball, KhoKho and Kabaddi, underarm cricket, handball and football. For cultural activities like dance, music and singing our college has Harmonium, keyboards,sound system,podium, etc and auditorium is used for these activities.

Our college has a botanical garden on the ground and solar energy equipment is installed on the terrace.The college has CCTV installed at the appropriate locations in the whole campus for the security and safety. Our college also has a fire safety certificate. Yoga and Medication workshops are conducted in the Auditorium for all.This year we have conducted yoga workshops online on 21 June 2022.

'Magique' is an intercollegiate and intra collegiate cultural festival conducted every year and the whole college campus is utilized for this event. Our NSS group is very active. They are doing various activities such as street play, Awareness program, Rallyetc. Student personality development activities are conducted.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.stpaulcollege.co.in/college_resource.php

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	https://www.stpaulcollege.co.in/college_resource.php
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

321689

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The library acts as the main learning resource center of the college and provides services and facilities to meet the requirements of the institute's teaching, training, research and consultancy programmes. To meet those requirements, Our

college has purchased ILMS software this year.

Name of the software: Preksha

Nature of Automation: Fully

Version: 19.0

Year of Automation:2021-2022

Total number of computers for student access in library with internet connection: 00

Total number of printers for student access in library 00

Internet bandwidth /speed: internet service with 50 MBPS

Wi-Fi facility: Yes, Jio Wi-Fi is available in the campus

Our college library is well ventilated, lighted and conducive in nature.

File Description	Documents
Upload any additional information	[View File](#)
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	**C. Any 2 of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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)

5110

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

10

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The college has adequate IT facilities that includes 38 computers in all. Out of 38 computers, students have access to 30 computers in the IT lab with internet connection, UPS facility and LAN system respectively. It also has computers with internet connection in the examination room, principal's cabin, library, administrative office,etc.The college has recreated its website design i.e. altogether a new website was developed this year by outsourcing its creation to Algoocean Technologies.

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

50 mbps on all floors. The college has purchased ILMS (Preksha) software this year (2021-2022) from an external agency "white code"..

The college is upgrading hardware configuration of computers from time to time as per the requirements.

The college has 16 CCTVs installed at appropriate locations for safety and security purposes. College website is upgraded from time to time to provide and upload the information related to examination, events, etc.

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

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.stpaulcollege.co.in/college_resource.php

4.3.2 - Number of Computers

30

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution — **A. ? 50MBPS**

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

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)

1412886.6

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

Our college prepares a budget for maintenance and utilization of the academic, physical and support facilities and presents them before the governing council committee and is approved by the members and it follows a conducive system and policies for that. We have sufficient facilities for cultural, sports, audio-visual and computers. Continuous and routine checks are done to ensure all the facilities are working properly. Immediate action is taken in case of any default. This year the college has purchased ILMS software to develop e-governance and for efficient and smooth working of the college.Infrastructure is shared by St. Paul Degree and Junior College as per the time table drawn prior to the start of the academic year. Physical facilities like computer labs, classrooms, etc are utilized to the optimum extent.We have a committee which takes care of maintenance of Computers, Networking equipment and also AMC for computers and fire-fighting equipment and also Wi-Fi is installed on all floors. We have outsourced the website designing contract and created a new website this year.A Committee has been formed by the college which takes care of the Maintenance and Cleanliness of the Campus. We have an adequate drainage system to avoid water logging.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.stpaulcollege.co.in/assets/PDFs/new/Maintanance%20Policy.pdf

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

107

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

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

82

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

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	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

186

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

186

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	**A. All of the above**

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

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

25

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

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

`1`

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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)

The college ensure the active participation of students in the academic and administrative affairs of the institution. They are essential part of the institute and are having active participation in implementing all curricular and co curricular activities in the college. The students representatives are having their presence in majority of academic and administrative committees such as IQAC, Anti ragging, Women Development Cell, Internal Complain Committee, Student Grievance, Sports &, Cultural Committee etc. Student Council has mega involvement in executing Intercollegiate Fest - Magique, Days Celebration, Convocation, Teachers Day, Extension work activities etc. The students are involved in all important decisions making processes such as Student Support and Competitive exams, which develops leadership, efficiency and spirit services among students. Students, in this committee always come forward for exhibiting skills like

a. creative - by making best out of waste in the campus for almost all the events.

b. finance- by arranging sponsorship for mega events.

c. hospitality and invitations - by designing suitable platform for all the guests.

Almost all the graduates every year very proudly stick to one statement that out institute gives them all possible support to grow and also autonomy to decide the best in all aspects.

File Description	Documents
Paste link for additional information	https://www.stpaulcollege.co.in/assets/PDFs/Student%20Council%20Report_2021%202022.pdf
Upload any additional information	View File

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

13

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	View File
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)	View File

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

St. Paul College is still in the process of registering its Alumni Association. The Alumni's of our college frequently involved in the development of the college. The Alumni'sorganizes and actively support existing student council for better functioning on regular basis. Since the Alumni's are at exploration stage of career they frequently visit college and get indugled into Extension activities conducted by the college.

Our alumni's help students to discover the networking in corporate world in order to get good job opportunity or to explore startup ideas. The Alumni is asked to provide guidance to existing students with regards to various committees, functioning of the college, interview techniques or internship opportunities.

File Description	Documents
Paste link for additional information	**Nil**
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

Student growth and development are the cornerstones of the vision & mission at St. Paul. We believe in overall growth and continuous improvement. Our mission and vision is expressed in our approach towards students, employees and the stakeholders. The governing council makes a strategic plan at the beginning of the year. The committee conducts four meetings. 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). Our supervisor/ Coordinators prepare a year plan in tune with the strategies made by CDC along with the Governing Council. Faculties are highly participative during the discussion the ideas and recommendations they come up with are discussed and implemented. St. Paul proudly presents its mission and vision on our websites, college wall and its printed on the prospectus of the colleges. Innovation and leadership is at the core of St. Paul to stay in touch with the changing needs of the society Our mission aims at enhancing the quality of teaching and service programs through the support of the best faculty, staff and students. We conduct continuous and varied training programs for both teaching and Non-teaching staff.

File Description	Documents
Paste link for additional information	https://www.stpaulcollege.co.in/about-us.php
Upload any additional information	View File

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

The College has ensured the values of good governance and participative management through the formation of the College

Development Committee. 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. While the policy implementation is 'Top- Down' in nature, the policy making is a 'bottom- up' process. The various committees are headed by faculties and they help in the day to day smooth functioning of 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 decentralization process is exhibited in the shift that occurred after the pandemic where a seamless transfer from the online learning module to hybrid and then to classroom setting was done without much trouble to any of the stakeholders 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 counseled students for selecting proper courses that met the requirements of their abilities and skills.

File Description	Documents
Paste link for additional information	https://www.stpaulcollege.co.in/assets/PDFs/organogram_st%20paul%20college.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Website Development:- A new vendor was appointed and a lot of rework has been done on the website to make it more student friendly and to give the optimum use of ICT facilities to all the students. Curriculum Development: The curriculum enrichment is achieved by designing and implementation of Add on Courses and bridge courses.The academic plan is integrated with e-learning to help students get an overall learning. ILMS:- Integrated Library Management software was purchased to keep up with the student's demand of books/reference books and accordingly to make sure the supply of the same is seamless. The e-governance is essential for all areas of HEI and so is the plan ofthe management as far as theperspective plan is concerned.

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.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://www.stpaulcollege.co.in/assets/PDFs/PERSPECTIVE%20PLAN%20FOR%20WEBSITE.pdf
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.

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 of 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	https://www.stpaulcollege.co.in/assets/PDFs/code_of_conduct_Information_Brochure.pdf
Link to Organogram of the Institution webpage	https://www.stpaulcollege.co.in/assets/PDFs/organogram_st%20paul%20college.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution has always placed a high priority on the welfare of the teaching staff and non-teaching employees and has taken numerous steps to make sure of this.

The institute promotes research and offers seed money to publish and present research papers of the teaching staff. College has developed a platform to encourage research attribute among teachers by providing financial support to all the teaching faculty to attend National/International Conference, Workshops, FDP. Atleast two research papers must be published by each faculty in a year, which will be then reimbursed by the college. This decision is taken by the management of the college and Research Cell.

Nation Pension Scheme (NPS) facility is Promoted by the management wherein the contribution from both i.e Employer and Employee is funded into the Scheme.

All major milestones are celebrated to create healthy environment among the Staff members of our college.

In case of Non Teaching Faculty -Tuition fees is waived off for their ward. For non-teaching staff, management offers Festival advanced as and when required. Creche facility is made available for women staff within the college campus.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

3

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

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

1

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	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

5

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	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Each employee's performance is evaluated at the conclusion of the academic year. Each member of the teaching and non-teaching staff must complete the self-evaluation form. Evaluation and

promotions are done in accordance with each employee's annual performance results or review. The evaluation criteria for teaching personnel and non-teaching staff are different. The evaluation criteria for teaching personnel are in line with UGC and University of Mumbai guidelines. The grading criteria includes a variety of factors, including discipline, hard work, team coordination, perseverance, teamwork, relationship-building, and departmental and technical skills. The management supports fair compensation policies.

Every year, the appraisal is completed in the month of April, and appointments for the new year begin in June. Candidates fill out self-assessment questionnaires throughout the appraisal. Following the panel debate, the applicant is either given another term or has their employment terminated. The entire procedure supports the notion that each employee has room for improvement and can finally be transferred into actual improvement.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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 institute conducts an internal audit at the end of the financial year of the college. The college has appointed an auditor, a Chartered Accountant (A.K. Singh) who looks after the audit process internally. The report is shared with the college development committee and governing council for further approval. Being a Private Unaided Institute, there is no appointment of an external auditor.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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)

NIL

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)	<u>View File</u>

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

Since our college is unaided so the main source of funds received is from Student fees. No funds/grants are received from any university/ state government.In the beginning of every academic year, the budget is prepared by the Principal in consultation of the IQAC and other Heads of department. While preparing the institutional budget provision is made for books, salaries, maintenance expenses such as electricity, water, telephone, infrastructure etc.While making provisions for the departments, priorities, needs and requirements of various committees and development of the department is considered. There are well-defined policies and mechanisms for implementing the budget effectively. Then it is put up to the Governing Body for final approval. The sanctioned Budget is utilized for the proposed activities. The allocated funds are utilized to purchase equipment for sports, organize seminars, workshops and conferences, college events etc. The administration and management board review the use of resources including audit, budgets and accounts. The fund is kept safe for miscellaneous expenses and for certain emergency situations.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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

With the revolution of NEP 2020, the institute is revamping its processes at all levels. The major step that has been taken by IQAC this year is initializing with different Audits of the Institution it includes Green, Energy and Environment Audit which is successfully completed. In the upcoming year, the Academic and Gender Audit will also get completed.

E governance and Redevelopment of website: As there is demand for digital infrastructure, the IQAC has successfully changed the college website to make it a more user friendly and responsive one. The institute has also installed an ILMS software for reaching out to the e-governance practices and paperless office. This software will cater to all the needs of the institute, staff and students i.e. online admissions, Fees collection, finance and accounts and major aspect will be Library Management System.

In order to strengthen the area of research for the faculty, the Management of the college and IQAC has established a policy for the staff to develop atleast two research papers in a year and they will be reimbursed with the publication cost of that research paper after submitting the required documents to the Research Cell.

File Description	Documents
Paste link for additional information	https://www.stpaulcollege.co.in/auditcertificate.php
Upload any additional information	View File

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 composition of IQAC is as per the UGC norm and with respect to Teaching Learning Process we have a dedicated committee who collect and analyse feedback from stakeholders. Suggested changes are implemented by Departments and committees. Special emphasis is given on slow learners and Bridge courses are implemented for them. Even advanced learners are given the

opportunity to explore more possibilities of learning by way of conducting different activities as per semester arrangement. The faculties are asked to submit the periodical diary for keeping the departments as well as IQAC informed about teaching-learning, curricular and extra curricular activities conducted for the students.

E-resources have been published on the website for all the learners. This methodology has helped all the learners during Covid19 to study and also to the teachers for using this as a tool to teach in ICT enabled classrooms. In the long run, it will promote the idea of blended mode for studies.

As an incremental improvement, the college has definitely initiated engaging into more collaborations and MOU's for development of the students.

File Description	Documents
Paste link for additional information	https://www.stpaulcollege.co.in/e-content.php
Upload any additional information	View File

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)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.stpaulcollege.co.in/auditcertificate.php
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

The growing need for gender parity is recognised by St. Paul Institution and as a college, we value fostering student diversity across all degree programmes. All applicants are given equal opportunity. To preserve equity among all students, the Internal Complaint Committee, Sexual Harassment Committee, and Anti-Ragging Committee were established. These committees are in charge of handling any cases or complaints that may come up. The Women's Cell as part of its initiative celebrated international women's day various programmes such a self defence and safety seminar, tresure hunt, poster making competition and sari draping competition were conducted. Common Room, crush facilities, campus-wide CCTV cameras and departmental corridors are all set up with the intention of making all students feel secure on 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 overall development. An Annual Gender Sensitization plan is in place to establish road map in order to promote gender equity in the campus.

File Description	Documents
Annual gender sensitization action plan	https://www.stpaulcollege.co.in/assets/PDFs/Annual%20Gender%20Sensitization%20Action%20Plan__2021%202022.pdf
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	https://www.stpaulcollege.co.in/assets/naac/Facilities.pdf

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	View File
Any other relevant information	View File

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 designated as a place with lower plastic usage, with a focus on utilising plastic in the least amount possible.We strive to use more lasting materials like wood or metal If it's for long-term use; if that's not possible, we rent out specific things we need

Students are taught how to properly use the dry and wet dustbins that are provided in each classroom for separating solid waste from wet garbage. Municipal trucks used for daily rubbish collection aggregate and dispose of the collected solid waste. Nearly 3 to 4 full buckets of waste are handed over to the municipal garbage trucks on a daily basis, while the rest of the waste is taken care of using different methods.

The wet waste is transferred to the composting pit, where it is

turned into organic green compost that is used in the building's ever flourishing botanical garden.

The minimal E-waste generated by the organisation is properly disposed of using a reputable vendor, with whom we have an agreement, in a methodical manner to prevent environmental damage. We at St. Paul strive to create an environment that promote proper disposal of waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	https://www.stpaulcollege.co.in/BestPractices.php
Any other relevant information	[View File](#)

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	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	[View File]
Any other relevant documents	[View File]

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	[View File]
Certification by the auditing agency	[View File]
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 of reading material, screen reading	**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	View File

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).

St. Paul is very particular about creating an environment for all student and staff that is respectful and encouraging of differences in cultural, geographical, linguistic, socioeconomic, and other ways. The college hosts a variety of sports and cultural events that foster respect for one another. Commemorative days are celebrated like Women's Day, where issues like self defense and safety seminars are conducted. Yoga Day which instills a sense of equality and tolerance. There is an institute-wide code of ethics that all participants must abide by, regardless of their cultural, regional, linguistic, communal, socioeconomic, or other differences. There is a separate code of ethics for teachers and other staff members

St. Paul has organized Vaccination drive throughout the year without any bias and encouraged even the weaker section of the society to get vaccinated To provide pupils a better perspective and foster an inclusive environment of tolerance and harmony, sessions on mental health awareness are held.

In their first days on campus, professors hold interactive special sessions for each batch of incoming students to discuss the importance of cross-cultural communication, ethics, and values. This helps us maintain an inclusive environment

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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 college believes in the fundamental values of Indian

constitution like liberty, equality and fraternity. Celebrating Independence and Republic Day we tell our students about freedom struggle, The National flag and National Anthem..Besides teaching, a number of cocurricular and extracurricular and administrative activities are conducted throughout every academic session for which required cells and committees are constituted taking into consideration that all the stakeholders must have equal share in discharging the responsibilities. The students are also taught to Protect and improve the environment and inculcate the preservation of natural resources Students are also encouraged to Develop scientific temper, humanism, and the spirit of inquiry and reform Strive towards excellence in all spheres of individual and collective activity Selecting subjects like Foundation Course in the first year which has moral responsibilities as a citizen as part of the syllabus

We Promote harmony and the spirit of oneness amongst all the Students transcending religious, linguistic, and regional or sectional diversities

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
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	A. All of the above

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

File Description	Documents
Code of ethics policy document	[View File](#)
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	[View File](#)
Any other relevant information	**No File Uploaded**

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

St. Paul celebrates Republic Day and Independence Day with great enthusiasm and ourstudents actively participate in planning the activities for both of these days, the national song is sung by everyone present, and our flag is proudly raised. All the staff of the college make arrangements for flag hoisting. Additionally, students coordinate other cultural activities alongside faculty members and staff. The institution periodically commemorates the birth and passing of notable people and national heroes to educate students about India's rich historical heritage and their role in national growth. We also celebrate holidays like Garba and Janmashtami. Additionally, under the direction and supervision of faculty and staff, students participate in the Fresher's Welcome and Farewell party.

Days like International Yoga Day and Mental Health Day are highly valued because of the profound effects they have on students' physical and mental health. Chhatrapati Shivaji Maharaj Jayanti and Anti Corruption Day celebration in the institute makes students value and moral system more strong.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
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 borewell 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.

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. In this case 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.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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

The mission of St. Paul College is to provide quality education to all it's students. The institution has worked extremely hard to achieve this aim from the start. Due to our location in a rural area, we are able to easily provide access to the underprivileged and needy pupils in the immediate area. Most of the students come from socially and economically disadvantaged group, therefore college ensures to groom them and deliver effective teaching of the curriculum. 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. In the Academic year 2021-22, college have provided concessions in fee considering the matter case to case basis. We also have provided them with monetary freeship to enable them to complete their studies.

We are a student centric college, hence loss of education is not accepted. In such situation college tries to understand the student condition and support them.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	<u>View File</u>

7.3.2 - Plan of action for the next academic year

Plan of Action for the Academic Year 2022-2023:

Strengthen Placements: Conduct suitable trainings for third year students to make they employable. Off or On campus placements to be organised.

Alumni Association: By the next academic year, Alumni Association of the college need to be registered.

Research Cell: The IQAC will encourge all the faculties to publish more research papers and attend more Faculty Development Programmes.

Entrepreneurship Focused Learners: Incubation and Stratup Trainings and activities need to be scheduled in the upcoming year. Technical and soft skill training and various competition in order to promote entrepreneurship knowledge will be organized.