

Annual Quality Assurance Report (AQAR) of the IQAC

Name of the college: **St. Joseph's College**

Name of the Affiliating University: **University of North Bengal**

Year of Report: **2014-2015**

Section A: Plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement

See Appendix I: Plan of Action for the Academic year 2014-15

Section B: Details in respect of the following (attach separate sheet).

1. Activities reflecting the goals and objectives of the college

- A Motivational Programme on the problems like unemployment, drug addiction, violence, family problems etc faced by the youth of today was given by the Gospel Team of Darjeeling on 19th of August, 2014.
- Ms. Bhoomica Gurung, Ms Chetna Rai, Mr. Raunak Lama and Mr. Saurav Singhal attended Rotary Youth Leadership Award organized by Rotary Club of Darjeeling from 5th to 7th of September, 2014 in Darjeeling
- Twenty AICUF students helped in a two day fund raising event in collaboration with Edith Wilkins Street Children Trust Fund, Darjeeling on 8th and 9th of November, 2014.
- First year Botany students went for an educational tour to 3rd mile on the 14th of September, 2014.
- The 2nd and 3rd year students from the Department of Botany took part in the Human – Animal Conflict in the fringe villages of Senchal Wildlife Sanctuary on 6th and 7th December, 2014.
- Students took part in a rally and showed solidarity with the Darjeeling Shelter in fighting against Rabies on the World Rabies Day organized by the Darjeeling Goodwill Animal Shelter on the 28th of September, 2014
- Renaissance Photography Club organised the Annual Photography Exhibition from 27th to 29th November, 2014 on the theme: Conceptual View of Darjeeling.
- The Department of History organized an excursion to South India from 11th February to 22nd February, 2015 under the guidance of Fr, Dr. K. J. Joseph.
- The Department of Nepali organised Bhanu Jayanti celebrations in the Campion Hall on the 2nd of August, 2014.
- The three –day Annual College Cultural programme “HARMONY” was organized from 15th to 17th October, 2014.
- The Department of Sociology in collaboration with MARG, an NGO in Darjeeling, conducted an awareness programme on Anti-Human Trafficking.

2. New academic programmes initiated (UG and PG): NIL

3. Innovations in curricular design and transaction:

- Provisions for various Clubs such as NSS, Nature Club, IT Club, Film Club, A.I.C.U.F., Current Affairs Forum, Rotaract Club and Women's Cell, have been encouraged for community development and extension activities.
- Curriculum based field work and study tours have been organised annually by the departments of Zoology, Botany, Sociology and Economics to ensure the goals of experimental teaching and learning experience.
- To integrate the cross cutting issues such as Climate Change, Environmental Education, Human Rights and ICT, guest speakers and discussion based interaction programmes are conducted by various Clubs in the college.

4. Inter-disciplinary programmes started: NIL

6. Candidates qualified: NET/SLET/GATE etc:

NET: Two

SLET: One

7. Initiative towards faculty development programme:

- Orientation Course: Three teaching faculty attended Orientation Courses.
- Refresher Course: Five members of the teaching faculty attended Refresher courses.
- Four members of the teaching faculty attended short-duration faculty development programmes for Teachers of Christian colleges.

8. Total number of seminars/workshops conducted:

- The Department of Botany celebrated its silver Jubilee Celebrations. A Seminar cum Workshop Programme during November 13 to November 16, 2014 was also organised during the celebrations.
- A Seminar on "Interrogating Development Foci: Regional and Sub-regional Trends in India in the Era of Globalization" was held from 29th to 30th March, 2015 by the Dept. of Economics and the Dept. Of Sociology.
- A National Seminar on "State Politics in India: Emerging Issues and Challenges" was organised by the Department of Political Science in collaboration with IIT, Guwahati, from the 27th to 29th of April, 2015.
- A National Seminar on "Global Climate Change and Its Impacts on Floral, Faunal and Microbial Biodiversity" was organised by the Department of Botany from the 1st to 2nd of May, 2015.
- The Department of Political Science organized a theme lecture on "The Constitution of India and the Responsibility of the Indian Citizens" in which the theme lecture was delivered by the Chief Judicial Magistrate, Darjeeling on August 16th, 2014.

9. Research projects:

a) Ongoing: Six

b) Completed: Three

10. Patents generated, if any: NIL

11. New collaborative research programmes: None

12. Research grants received from various agencies: Rs. 12,04,500/-

13. Details of research scholars:

- Mr. Rajendra, Mr. Nayan Thapa, and Mr. Abhijeet Chettri under the supervision of Dr. Dorjay Lama, Associate Professor from the Department of Botany

14. Citation index of faculty members and impact factor: Not Calculated

15. Honours/Awards to the faculty: National and International

- Dr. Rupesh Tiwary and Dr. Ajoy Mukherjee (Dept. of Mathematics) and Dr. Anjan Chakraborty (Dept. of Economics) were awarded Ph.D.s in 2014-2015

16. Internal resources generated: NIL

17. Details of departments getting assistance/recognition under SAP, COSIST (ASSIST)/DST, FIST, and other programmes: NIL

18. Community services:

- NSS and AICUF Unit of the college organised a Children's Day Celebration in the College for the neighbourhood children and children from Kripa Foundation on 7th Sept, 2014
- The NSS organised a Blood donation Camp on the 22nd of August, 2014.
- In response to an appeal made by the Honourable Prime Minister Shri. Narendra Modi, the Nature Club of the College went on a clean drive in and around Tiger Hill on the 18th of October, 2014.

19. Teachers and officers newly recruited

- Teaching Faculty : Dr. Yogesh Pantha in the Department of Nepali
- Teaching Faculty: Dr. Rajani Dewan in the Department of Chemistry

20. Teaching – Non-teaching staff ratio: 2.56:1

21. Improvements in the library services:

Old desk-top computers with internet facilities for students have been replaced with new ones. The annual fund was utilised effectively by purchasing text books and reference books for the main Library and the Departmental Libraries. The demands were placed by students and teachers and as per allocation of funds; it was discussed and passed by the Library Committee.

22. New books/journals subscribed and their value:

- 822 New books at a total cost of Rs. 4,64,662/-
- 22 journals at a cost of Rs. 54395/-

23. Courses in which student assessment of teachers is introduced and the action taken on student feedback:

The annual assessment of teachers by the students was done at the end of the session which was evaluated under the supervision of the Heads of the Departments. The suggestion

given by the students was discussed department wise so that the teachers could implement the same during the next session.

24. Feedback from stakeholders

The following steps have been taken to incorporate the feedback from stakeholders:

- A grievance cell has been created in the College with an opinion/feedback box wherein the grievances of the students and other stakeholders are posted. The feedback thus received is considered annually while designing the programmes and activities for the following year.
- There is also a mechanism of receiving feedback from the Alumni Association and the Parent Teacher body.

25. Unit cost of education:

- Including Salary component: Rs 25,050.00
- Excluding Salary component: Rs. 725.00

26. Computerization of administration and the process of admissions and examination results, issue of certificates:

- The institution's administrative set up is completely computerised including the process of administration, admissions and examination results along with the issue of certificates.
- During admissions, the forms can be downloaded from the college webpage: <http://www.sjcdarjeeling.co.in>
- Regular updates, notices, results and other information are also available from the college webpage.

27. Increase in the infrastructural facilities

- The teachers' common staff room has been renovated and refurbished.
- The non-teaching staff common room have also been renovated.
- The college management has upgraded the infrastructural facilities like LCD projectors, Smart Board and addition of classroom furniture.
- The college now has a botanical garden with 135 species of endemic plants including 35 species of Rhododendron all tagged with scientific names. This would benefit the student of Botany and those involved in Biodiversity studies.
- The women's hostel is under construction.

28. Technology upgradation

- Installation of a Digital Language Lab for new and advance learners of English. Twenty learners can use the lab at a time.
- LCD projectors have been installed in some honours classrooms.

29. Computer and internet access and training to teachers, non-teaching staff and students:

Individual departments like the Microbiology, Botany and Chemistry departments impart hands on training on research methodologies and techniques to interested students to inculcate research interests.

30. Financial aid to students: Rs. 1,01,280/-

31. Activities and support from the Alumni Association

Alumni Association is providing financial support to economically backward students of the college. The Alumni Association also conducts inter-college badminton tournaments every year, with participants from all the hill colleges.

32. Activities and support from the Parent-Teacher Association

Parents participated in the Departmental counselling programme along with their wards and signed the necessary documents related to anti ragging rules of the College. They also visit the Principal and the Departmental teachers should they have any queries regarding their child's performance.

33. Health services:

- NIL (Doctors on call are arranged by the administration during emergency)

34. Performance in sports activities

- The college football team won the Jasoda Giri First Division League Football Tournament organized by Darjeeling Gorkha Hill Sports Association on 20th July, 2014.
- The college volleyball team participated in the Inter-College Volleyball Tournament, 2014 organised by Ghoom Jorebunglow Degree College.
- The College team won league matches and reached the semi finals at the University level football tournament held during the month of August, 2014.
- The Boys division of the College Badminton team won the Inter College Badminton Tournament organized by the University from the 3rd to 5th September, 2014.

35. Incentives to outstanding sportspersons:

36. Student achievements and awards:

- Pritten Sherpa and Alice Doma Sherpa of Economics Honours was awarded the University Gold and Silver medals respectively while Zakeeyah Shahnaz of Political Science Honours was awarded the University Silver medal during the Forty Fifth Annual Convocation held on 26th of February, 2015.
- Two cadets namely Cdt Prayatna Sharma and Cdt Nim Doma Lama were selected to participate in the Republic Day Parade, 2015.
- NCC Cadets Rahul Lama, Samar Gurung, Pratik Chettri, Ameer Lepcha and Diksha Tamang attended youth exchange programmes in France, Russia, Singapore, Sri Lanka and Bangladesh respectively in 2014.

37. Activities of the Guidance and Counselling unit:

- Periodic counselling by in-service and retired civil servants is arranged for students by the college. General counselling is provided to the new batch of students every year.
- Career guidance, lectures on career opportunities and mock workshop was organised.

38. Placement services provided to students: NIL

39. Development programmes for non-teaching staff:

- Ms. K.M. Assumi and Mr. Donald Dukpa attended one week training programme on SOUL 2.0 software.

40. Good practices of the institution:

- Orientation programmes for students and parents organized every year.
- Initiation of student Exchange Programme created a strong impact among teachers and students
- Seminar by the students has motivated large number of students
- Addition of smart class rooms and moving from chalk and talk to ICT based teaching has created positive impacts among students and teachers.

41. Linkages developed with National/ International, academic/research bodies:

- An MOU between St. Joseph's College, Darjeeling and St. Xavier's College, Kolkata offering academic exchange was signed on 5th September, 2014.
- An MOU between St. Joseph's College, Darjeeling and Sheela Kanoria, Foundation, Kolkata offering academic exchange was signed on 5th September, 2014.

42. Action Taken Report on the AQAR of the previous year

See Appendix II: Action Taken Report for the Academic year 2014-15

43. Any other relevant information the institution wishes to add.

Section C: Outcomes achieved by the end of the year (attach separate sheet if required).

See Appendix III: Outcome Achieved at the end of the Academic period 2014-15

Section D: Plans of the college for the next year:

See Appendix IV: Plan of Action for the Academic Year 2015-16

**Name & Signature of the
Director/Coordinator, IQAC**

**Name & Signature of the
Chairperson, IQAC**