Internal Quality Assurance Cell (IQAC)

Annual Quality Assurance Report (AQAR)

(2017-2018)

UG Courses

Submitted by

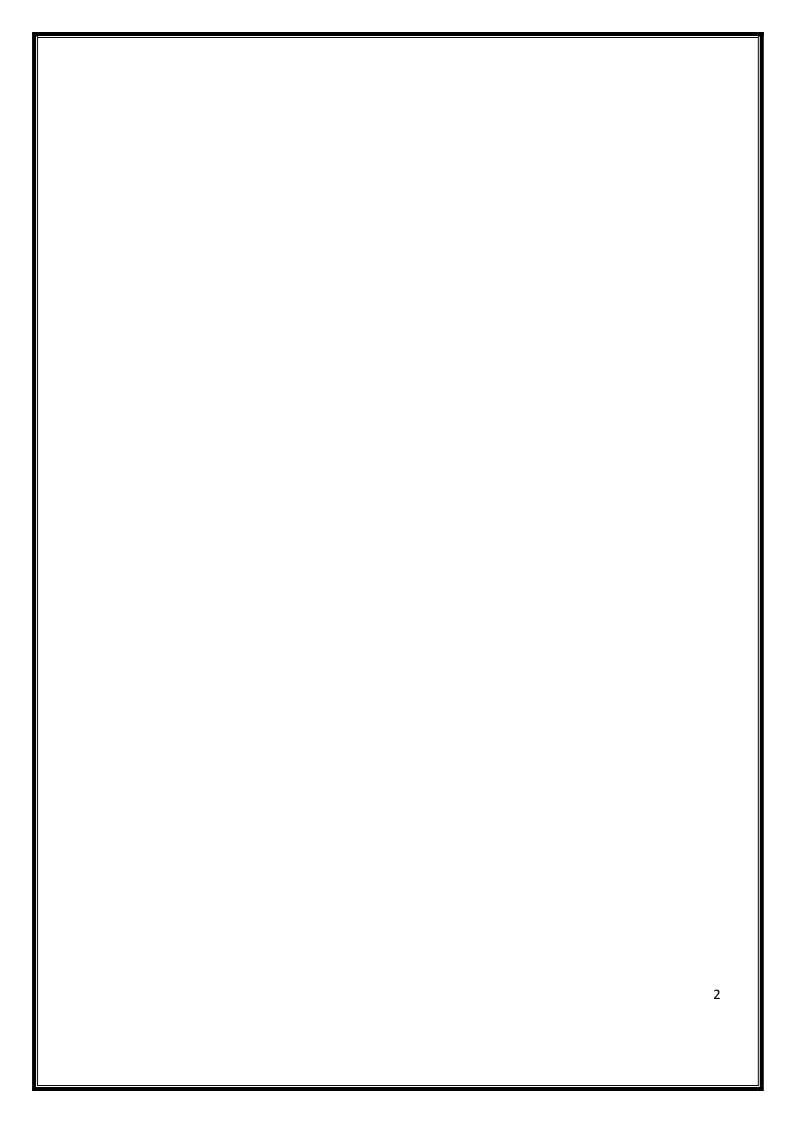## JYOTI NIVAS COLLEGE AUTONOMOUS BANGALORE

To

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

PROFILE OF THE COLLEGE

Our Beginning …. 'From the plough to the stars'

Way back in 1893 six young peasant girls in the little village of Tarbes in France were divinely inspired to a life of contemplation and prayer. The Congregation of the Sisters of St. Joseph of Tarbes was thus born.

From contemplation to communion to community building – a process of sensitization to the needs of suffering humanity and an answer to the call to care for the sick and the abandoned –the Sisters responded to the challenge with generosity and commitment. Education soon became another field in which they were called to serve – schools and later, colleges, grew out to their timeless efforts. One of the many renowned educational institutions that their Labour of love gave birth to was Jyoti Nivas Degree College, established in 1966. It has grown through the years, on the faith, courage and optimism of its founders.

Jyoti Nivas is a premier women's institution which has been imparting quality higher education to thousands of young women from 1966. The past 52 years have been one long journey, fruitful, experimental, a journey of challenges met, obstacles overcome, a journey of crossing one milestone after another. Autonomous status; 5-star status; all-India high CGPA of 3.76 in the third cycle of Reaccreditation by NAAC; status of College of Excellence, a huge honour bestowed by the University Grants Commission at the national level to only 10 colleges in India and only two in Karnataka, Jyoti Nivas being one of them; one among the few select colleges in India to be recognized by the Ministry of Human Resource Development, Govt. of India, as a college with great potential.

The latest honour conferred upon Jyoti Nivas is being granted permission by the UGC and MHRD to start the prestigious B.Voc courses as part of the Ministry of Human Resource Development, Govt. of India's program for integrating skill and vocational development with mainstream general education, to create highly-skilled and competent humane work force.

OUR CREDO

Jyoti Nivas Degree College retains a steadfast commitment to a single central ideal… the provision of a balanced and holistic education for women. With a primary focus on quality education in the liberal Arts, Science & Commerce, the college also promotes and makes available myriad resources and opportunities to ensure that its students emerge as intellectually enlightened, morally upright, spiritually inspired, emotionally balanced and socially committed young women. It strives to nurture and enhance the innate wealth of talent and potential within each student encouraging everyone to truly live the motto of the college "Let Your Light Shine"

Carrying Out the Credo

As a Christian College for women, challenged by revolutionary changes in every sphere of life, JyotiNivas College is aware that higher education involves infinitely more than the acquisition of mere qualification.

While providing our students with the higher quality of academic instruction and state of the art infrastructure which keeps abreast of the latest in science and technology, we also lay emphasis on the formation of the personal conscience, on the development of a strong code of ethics and values as well as an openness of mind which hungers to know and to learn from "the best that is known and taught in the world."

Our faculty members possess not only fine minds and scholarly expertise, but also a strong commitment to teaching as a vocation, while employing the best of innovative methods and technology in their teaching practice. The mentor-ward system, one of the most outstanding practices of this institution promotes and sustains a strong one-to-one interaction between teachers and students in an atmosphere of care and concern.

Our campus Culture

We strive to create an atmosphere in which our students grow and develop as multi-faceted individuals while imbibing a strong national sense that transcends the barriers of religion and community, and seeks to uphold the best and most beautiful aspects of our Indian tradition and heritage. We also strive to inculcate in them a world view which will equip them for global citizenship and competence.

Jyoti Nivas College welcomes students from all over the world. We have students from different nationalities, and various countries. Students from countries like Europe and Japan visited the college and were impressed with the JNC campus tour and were happy to interact with the staff and students

Our Vision

Communion, Excellence, Service, Relevance

Our Mission

To Turn Our Intellectually Enlightened, Morally Upright, Spiritually Oriented, Socially

Committed and Emotionally Balanced Young Persons

Our Motto

Let Your Light Shine

Our Campus Culture

Truly Indian Simplicity of lifestyle, Respect for life, Equal Opportunities for all,
environment Conducive to learning Peace, Joy and Harmony

An Institute par Excellence

- Accredited with an 'A' grade with a Cumulative Grade Point Average of 3.76 on a scale of 4.0 in the 3rd Cycle of Accreditation
- Conferred with College of Excellence status from University Grants Commission in April2014
- JNC enjoys a renewed Academic Autonomous status
- Conferred as a College with Potential for Excellence in 2004
- Professionally competent, result-oriented, self-motivated committed faculty and staff
- Core values such as ethics, quality, merit and social service oriented
- Multi-cultural hub with convergence of values, tradition and modernity
- Emphasis on sports, co-curricular, towards social responsibilities and sensitive citizenship
- Industry exposure, networking culture and vibrant star performers
- Health care, counseling, career guidance, placement in collaboration with industry experts
- Significance achievement of Alumni who contributed to our 50 years of excellence
- Certificate of Accreditation by American University council
- Tie-up with Foreign Universities
- Green Campus – Swachta Drive

Table of Contents

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

> 2017-18

1. Details of the Institution

1.1 Name of the Institution

> JYOTI NIVAS COLLEGE AUTONOMOUS

1.2 Address Line 1

> HOSUR ROAD

Address Line 2

> KORAMANGALA

City/Town

> BANGALORE

State

> KARNATAKA

Pin Code

> 560095

Institution e-mail address

> info@jyotinivas.org

Contact Nos.

> 080-25530137

Name of the Head of the Institution:

> Dr. Sr. ELIZABETH C S

Tel. No. with STD Code:

> 080-25530137

Mobile:

> +91 9845405082

| Name of the IQAC Co-ordinator: | Dr. ELLA SEN |

| Mobile: | +91 9916187166 |

| IQAC e-mail address: | iqac@jyotinvas.org |

1.3 NAAC Track ID *(For ex. MHCOGN 18879)*

OR

| | 14566 |

1.4 **NAAC Executive Committee No. & Date:**
   (For Example EC/32/A&A/143 dated 3-5-2004.
   This EC no. is available in the right corner- botto
   of your institution's Accreditation Certificate)

1.5 Website address:

| | www.jyotinivas.org |

Web-link of the AQAR: | www.jyotinivas.org/IQAC.html |

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	5star		29.04.1999	28.04.2004
2	2nd Cycle	A		20.05.2005	19.05.2010
3	3rd Cycle	A++	3.76	10.03.2012	09.03.2019
4	4th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC : DD/MM/YYYY

| 01.06.2004 |

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

     i. AQAR <u>2016-2017</u> (22/01/2018)
    ii. AQAR <u>2015-2016</u> (02/03/2017)
   iii. AQAR <u>2014-2015</u> (16/03/2015)
   iv. AQAR <u>2013-2014</u> (09/07/2015)

1.9 Institutional Status

University   State [-]   Central [-]   Deemed [-]   Private [-]

Affiliated College   Yes [✓]   No [   ]

Constituent College   Yes [-]   No [-]

Autonomous college of UGC   Yes [✓]   No [   ]

Regulatory Agency approved Institution   Yes [-]   No [-]

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [   ]   Men [   ]   Women [✓]

                  Urban [✓]   Rural [   ]   Tribal [   ]

Financial Status   Grant-in-aid [--]   UGC 2(f) [✓]   UGC 12B [✓]

       Grant-in-aid + Self Financing [✓] Totally Self-financing [   ]

1.10 Type of Faculty/Programme

Arts [✓]   Science [✓]   Commerce [✓]   Law [-]   PEI (Phys Edu) [✓]

TEI (Edu) [-]   Engineering [-]   Health Science [-]   Management [✓]

Others (Specify)   LANGUAGES

1.11 Name of the Affiliating University   BANGALORE UNIVERSITY

1.12 Special status conferred by Central/ State Government--UGC/CSIR/DST/DBT/ICMR etc

✓ ✓

Autonomy by State/ Central Govt. / University   [✓]

University with Potential for Excellence   [-]   UGC-CPE   [✓]

DST Star Scheme   [-]   UGC-CE   [✓]

UGC-Special Assistance Programme   [-]   DST-FIST   [-]

UGC-Innovative PG programmes   [-]   Any other   [-]

UGC-COP Programmes   [✓]

2. IQAC Composition and Activities

2.1 No. of Teachers   [14]

2.2 No. of Administrative/Technical staff   [2]

2.3 No. of students   [-]

2.4 No. of Management representatives   [3]

2.5 No. of Alumni   [1]

2. 6 No. of any other stakeholder and

community representatives   [-]

2.7 No. of Employers/ Industrialists   [1]

2.8 No. of other External Experts   [-]

2.9 Total No. of members   [21]

2.10 No. of IQAC meetings held   [5]

2.11 No. of meetings with various stakeholders: No. 06 Faculty 3

Non-Teaching Staff Students | - | Alumni | 1 | Others | 2 |

2.12 Has IQAC received any funding from UGC during the year? Yes | - | No | ✓ |

If yes, mention the amount | -- |

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. | 23 | International | - | National | 4 | State | 1 | Institution Level | 18 |

(ii) Themes

Department of Economics

- Skilling the youth for National Development

- Public Policy and Governance – collective verbs: Policy making and Play

- Emerging trends in Public Policy and Implication for Development

Department of History

- Numismatics

Department of Psychology and B.Voc Psychology

- The Good, Bad and the Ugly Aspects of the Cyber World.

- Mind Body matters: an interdisciplinary insight

- Art Therapy

- Cathartic and therapeutic usage of poetry

- Theoretical aspects of research and research method.

Department of French

- Use of French in real world

Department of Kannada

- Drama Workshop-Basic skills in theatre

Department of Hindi

- Sambhawami Yuge Yuge

Department of Travel and Tourism

- SPSS (Statistical Package for Social Sciences)

- Forensic Accounting

Department of Commerce and B.Voc Banking and Finance

- Forensic Accounting

Department of Electronics

- Tryst with the Universe- Astrophysics

- Industrial Automation and Robotics

- Fundamentals of Soldering and circuit designing

Department of Biochemistry

- Life Saving Skills

Department of Computer Science

- Ethical Hacking

Department of Zoology and Genetics

- Modern techniques used in Genetics

- Apiculture- Science of Bee keeping

- Mind Body matters: an interdisciplinary insight"

2.14 Significant Activities and contributions made by IQAC

IQAC organised a workshop on Education and career for 19 Japanese delegates from Tokyo, Japan.

IQAC intensified its commitment to the cause of the earth as in collaboration with the Centre for Sustainable Development organized a National level conference on 'Green Skills 2017'.

IQAC organized a short term course on Roof top gardening to enhance the students' participation in recreating nature.

IQAC took the initiative of organising the activities of "Swachhata Pakhwada - 2017"

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action – 2017-2018	Achievements/Outcomes- 2017-2018
1. To adopt innovative methods and processes to improve the quality of the college in all aspects in conformity with the current trends in the academic area.	1. Innovative methods of teaching have been adopted. .
2. SWOT Analysis	2. SWOT analysis has been conducted.
3. To introduce MOOC and explore the opportunity of offering their courses to our students SWAYAM to be registered.	3. Registration has been completed.
4. Encourage the students to utilize the resources from the national Digital Library and National Academic Depository.	4. This facility has been made available to the staff and students and they were appraised through an informative talk.
5. Environmental Audit	5. Initiative has been taken.

6. To organize a short-term course on Roof Top Gardening for the Faculty and Students in collaboration with NSDC (National Council Development Corporation). The practical and theory classes will be conducted by Green Skill Academy, Centre for Sustainable Development.	6. A conference on Green Skills was collaborated with NSDC and CSD and the short term course on Roof Top gardening was organised and both Staff and Students participated.
7. To encourage every staff member to write a research paper.	7. Staff have been encouraged to publish their research findings and number of publications have been considered. Staff are engaged in research work.
8. Best practices of every department to be documented in detail.	8. The Departments are documenting their Best practices and also initiating some more relevant practices.
9. Green initiatives	9. STP is under construction
10. Organization of International /National/ State Level Conference/Seminars/Workshops	10. A number of departments have organised seminar, conference and workshops on various themes.
11.Monitoring of Departmental Activities	11.Academic Audit was conducted
12.Review the functions of the various committees	12.Reviewing of the committees is done by the Chief Coordinators
13.Evaluation of the teaching and non teaching staff	13.Staff evaluation was conducted partly on –line by an external committee

Refer to annexure(II)

2.16 Whether the AQAR was placed in statutory body   Yes | - | No | ✓ |

Management | -- | Syndicate | -- | Any other body | -- |

Provide the details of the action taken

Part – B
Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	5	-	5	-
UG	21	-	11	15
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	26	-	16	15

➢ Basic and Advanced German: Department of Physics
➢ Basic Computer Science and C-Programming: Department of Computer Science and Electronics
➢ Film Making and Video Editing: Department of Communication and Media
➢ Photography: Department of Communication and Media
➢ Acting: Department of Communication and Media

- Advertisement and Brand Management: Department of Communication and Media
- Nutrition and Dietetics: Department of Biochemistry
- Placement Training: Placement Cell
- Employment Soft Skills Training: Placement Cell
- Hues and Strokes: Department of Zoology
- Zumba Fitness Dance: Department of Botany
- Coaching for Foundation Programme CPT (ENTUZE technology), Department of Commerce and Management
- Microsoft Advance – Office Excel with Microsoft Certification, Department of Commerce and Management
- Presentation Skills
- Communication Skills and Corporate etiquette

Interdisciplinary:

The College conducts 100hrs and 50 hrs short term certificate courses in various subjects related to arts science commerce and foreign languages. These courses are conducted outside the official working hours of the College to help the students specialize in vocational disciplines. Certificates are given and credits are awarded based on the duration of the course.

Date of introduction (during the academic year) for all courses- June 7th, 2017
- Clinical Research: Department of Biotechnology
- Fundamentals of bio-informatics and genomics- Department of Biotechnology
- Medical Lab Technology: Department of Zoology and Genetics
- Bonsai, Horticultural Techniques, Mushroom Cultivation and Terrace Gardening: Department of Botany
- Oracle: Department of Computer Science
- Software Testing- Department of Computer Science
- Basic Maths Course for Non-Maths Students: Department of Mathematics
- Tally ERP Version 9: Department of Commerce & Management
- Human Resource Management: Department of Commerce & Management
- Women's Rights: Department of Sociology
- Entrepreneurship Development Programme: Department of Economics
- Tourism Geography and Airline Ticketing: Department of Tourism and Travel Management
- Archaeology: Department of History
- Psychology of Human Interaction: Department of Psychology

- Positive Psychology: Department of B. Voc - Psychology

Innovative:
- Introduced career – oriented Microsoft Office course for the first time in 2017.
- The IQAC, NSS, AICUF and the departments of Life Sciences organised "SWACHHATA PAKHWADA -2017" in September 2017, as per the directive from the University Grants Commission, Ministry of Human Resource Development, Government of India, to spread awareness on the values of sanitation, cleanliness and hygiene, inculcate in youth a civic consciousness and build a clean and beautiful India for the future. Under this initiative, a day-wise action plan was undertaken by our college which included Clean Campus Day, Green Campus Day visiting nearby slums and markets and hospital to study disposal of garbage, elocution contest and essay competition.

- Several departments have brought out their annual Newsletters:
  - Internal Quality Assurance Cell: IQAC Newsletter
  - Psychology : Manodisha
  - English: The Rhetorique
  - Economics: Arthashasthra
  - Genetics : Gene Express
  - History : Itihasa
  - Zoology : Genesis
  - Chemistry and Biochemistry : Chem Spectra
  - Biotechnology : Biosync
  - Commerce and Management : Samruddhi
  - Tourism and Travel Management : Tornare

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
**   (ii) Pattern of programmes:**

Pattern	Number of programmes
Semester	All
Trimester	-
Annual	-

1.3 Feedback from stakeholders * Alumni | - | Parents | - | Employers | - | Students | ✓

(On all aspects)

Mode of feedback : Online ✓ Manual ✓ Co-operating schools (for PEI) -

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Yes, Presented in Academic Council

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
120	-	23	-	97

2.2 No. of permanent faculty with Ph.D.

13 – Aided
23 - Management

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	-	-	-	-	-	27	-	27	-

2.4 No. of Guest and Visiting faculty and Temporary faculty | - | 01 | 03

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	11	18	6
Presented	12	14	2
Resource Persons	0	0	3

 Refer to Annexure (V)

2.6 **Innovative processes adopted by the institution in Teaching and Learning**:

ι) **Department of English :**

> The Grammar Mentor Programme was initiated in 2017. This enables students from different vernacular backgrounds (science, arts and commerce) improve in their usage of the English language. Spoken and written skills are enhanced by a team of students from different streams these "grammar mentors" are supervised by a faculty from the department of English. The programme aims at increasing confidence in language proficiency, better written skills thereby enhancing the ability of the student to improve their scores in the exam as well. In the last semester exam, a student from the BCA stream who had difficulty in following instructions in English, passed with a distinction in the end semester exam.

ιι) **Department of Psychology:**

> Department has introduced an element of psychological Review with regard to movie, advertisements and news paper article to initiate the psychological thinking, report writing and bring in an aspect of interdisciplinary approach .

ιιι) **Department of Hindi**

> A play from the Text book has been dramatised , video recorded and played in the class

ιϖ) **Department of Electronics**

> ➢ The students were motivated to use their creativity and imagination to present the art and craft exhibition using only E-waste.
> ➢ Hobby based Electronics projects were introduced for the IV semester B.Sc Electronics to gain more knowledge on practical aspects of the subject.
> ➢ Students were encouraged to design posters related to current trends in Electronics and to display the same.

ϖ) **Department of Zoology and Genetics :**

> ➢ The students of final year genetics are involved in collecting research articles and presenting the findings to the class for a critical review under the banner "Journal club"

- Integrated Pest Management (IPM) is introduced for the second semester Zoology students to create awareness about the integrated approach of pest management combining physical, chemical and biological pest control methods

2.7 Total No. of actual teaching days during this academic year

| 180 |

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

| Bar coding, Photocopying, Physical Paper Scrutiny by BOE. |

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

| All | All | All Faculty |

2.10 Average percentage of attendance of students

| 85% |

2.11 Course/Programme wise distribution of pass percentage :

JYOTI NIVAS COLLEGE AUTONOMOUS
II/IV/VI EXAMINATION APRIL 2018
RESULT ANALYSIS

VI SEMESTER EXAMINATION

SL. NO.	COURSE	NO. APPEARED	NO.PASSED				TOTAL No. PASSED	Percentage
			D	I	II	III		
1	B.A	208	8	84	49	16	157	75.48
2	B.Sc	168	24	63	31	2	120	71.43
3	BCA	45	7	25	11	1	44	97.78
4	B.COM	278	101	145	22	1	269	96.76
5	BBA	56	9	32	5	-	46	82.14
6	B.VOC(B&F)	45	4	25	4	-	33	73.33
7	B.VOC(VP)	24	9	11	-	-	20	83.33

IV SEMESTER EXAMINATION

SL. NO.	COURSE	NO. APPEARED	NO.PASSED				TOTAL No. PASSED	Percentage
			D	I	II	III		
1	B.A	206	5	77	62	15	159	77.18
2	B.Sc	171	26	89	26	-	141	82.46
3	BCA	49	15	27	5	-	47	95.92
4	B.COM	277	30	139	53	10	232	83.75
5	BBA	47	6	17	11	1	35	74.47
6	B.VOC(B&F)	48	-	20	16	02	38	79.17
7	B.VOC(VP)	19	15	2	-	-	17	89.47

II SEMESTER EXAMINATION

SL. NO.	COURSE	NO. APPEARED	NO.PASSED				TOTAL No. PASSED	Percentage
			D	I	II	III		
1	B.A	240	4	69	64	22	160	66.67
2	B.Sc	272	26	103	64	13	207	76.1
3	BCA	49	11	24	8	-	43	87.76
4	B.COM	257	17	134	66	9	227	88.33
5	BBA	59	3	42	8	1	54	91.53
6	B.VOC(B&F)	45	3	19	13	-	35	77.78
7	B.VOC(VP)	23	11	9	-	-	20	86.96

V SEMESTER EXAMINATION

SL. NO.	COURSE	NO. APPEARED	NO.PASSED				TOTAL No. PASSED	Percentage
			D	I	II	III		
1	B.A	206	9	66	56	13	144	69.9
2	B.Sc	168	39	63	15	1	118	70.24
3	BCA	45	2	25	6	1	34	75.56
4	B.COM	278	67	163	25	1	256	92.09
5	BBA	56	7	30	5	1	43	76.79
6	B.VOC(B&F)	45	4	26	6	1	37	82.22
7	B.VOC(VP)	23	1	12	6	-	19	82.60

III SEMESTER EXAMINATION

SL. NO.	COURSE	NO. APPEARED	NO.PASSED				TOTAL No. PASSED	Percentage
			D	I	II	III		
1	B.A	210	3	78	53	18	154	73.33
2	B.Sc	172	21	78	38	1	138	80.23
3	BCA	49	10	22	2	-	34	69.39
4	B.COM	279	28	133	55	5	221	79.21
5	BBA	48	7	15	4	-	26	54.17
6	B.VOC(B&F)	48	3	21	13	3	40	83.33
7	B.VOC(VP)	21	3	14	-	-	17	80.95

I SEMESTER EXAMINATION

SL. NO.	COURSE	NO. APPEARED	NO.PASSED				TOTAL No. PASSED	Percentage
			D	I	II	III		
1	B.A	247	-	53	59	25	137	55.47
2	B.Sc	274	21	82	78	10	191	69.71
3	BCA	50	12	23	5	2	42	84
4	B.COM	260	11	118	85	10	224	86.15
5	BBA	59	8	38	7	-	53	89.83
6	B.VOC(B&F)	45	2	22	7	-	31	68.89
7	B.VOC(VP)	23	3	8	1	-	12	52.17

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

ı)   Through Staff evaluation by the students.

ıı)   Organising Seminars / Conferences and Workshops

ııı) Academic Audit : Taking into account the feedback given corrective measures will be taken to improve the quality and process of academic dissemination.

* Refer to annexure (IV)

2.13 Initiatives undertaken towards faculty development.

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	120
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	04
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	60	-	-	08
Technical Staff	03	-	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Research activities are encouraged and promoted

IQAC Newsletter is released annually

Research journals are published – Academic Studies National Journal of Jyoti Research Academy is a bi-annual research publication

Three Student research journals in Arts Science and Commerce are published annually

Research Colloquia is organised

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	11	12	-
Non-Peer Review Journals	-	-	-
e-Journals	11	01	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range [-]   Average [-]   h-index [-]   Nos. in SCOPUS [-]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 **No. of books published**   i) With ISBN No. | 02 | Chapters in Edited Books | 05 |

ii) Without ISBN No. | 03 |

3.8 No. of University Departments receiving funds from

UGC-SAP | - | CAS | - | DST-FIST | - |

DPE | - | DBT Scheme/funds | - |

3.9 **For colleges**   Autonomy | - | CPE | - | DBT Star Scheme | - |

INSPIRE | - | CE | ✓ | Any Other (specify) | - |

3.10 Revenue generated through consultancy | -- |

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	04	01	-	18
Sponsoring agencies	-	01	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons `02`

3.13 **No. of collaborations :** International `01`   National `0`   Any other `--`

3.14 No. of linkages created during this year `06`

3.15 Total budget for research for current year in lakhs :

From Funding agency `--`

From Management of University/College `500000`

Total `500000`

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

3.17 No. of research awards/ recognitions   received by faculty and research fellows
     Of the institute in the year

Total	International	National	State	University	Dist	College
12	05	07	-	-	-	-

3.18   No. of faculty from the Institution who are Ph. D. Guides `05`

  and students registered under them `08`

3.19 No. of Ph.D. awarded by faculty from the Institution `--`

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF `-` SRF `-` Project Fellows `-` Any other `-`

3.21 No. of students Participated in NSS events:

University level `-` State level `100`

National level `-` International level `-`

3.22 No. of students participated in NCC events:

University level `108` State level `108`

National level `14` International level `01`

3.23 No. of Awards won in NSS:

University level `-` State level `-`

National level `-` International level `-`

3.24 No. of Awards won in NCC:

University level `02` State level `-`

National level `02` International level `01`

3.25 No. of Extension activities organized

University forum `-` College forum `01`

NCC `06` NSS `03` Any other `03`

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

ı) The Disaster Management Committee of Jyoti Nivas College Autonomous organised a 'Fire & Safety Demonstration' on 30th January, 2018 in association with the Regional Fire Office, Bangalore South. The Regional Fire officer Mr. Puttaiah & District Fire Officer Mr. Nagesh along with their team introduced their organisation to the gathering followed by a talk & demonstration on Fire & Safety measures. The event was made exciting & meaningful as the Fire Department brought a fire-brigade vehicle to the campus & demonstrated its use in extinguishing fire using different water spouts. Another useful demonstration was how to help victims on fire using a fire extinguisher & gunny bags.

ıı) The IQAC, NSS, AICUF and the departments of Life Sciences were a part of the organizing committee of **"Swachhata Pakhwada - 2017"** organized between 1st and 15th September 2017, an initiative of the University Grants Commission, Ministry of Human Resource Development, Government of India, to spread awareness and evoke sensitivity to values of sanitation and cleanliness using the youth power on college campuses and universities. "We cannot always build the future for our youth, but we can build our youth for the future" said Franklin Roosevelt. This was the objective of the MHRD's initiative 'Swachhata Pakhwada' - to build a clean and beautiful India for the future in our classrooms, to stimulate youth into cleanliness-sensitive citizens and inculcate in them a civic consciousness. Under this initiative a **day-wise action plan** was undertaken by our college which included Clean Campus Day, Clean Hostel Day, Green Campus Day, cleaning the area surrounding our college, visiting nearby slums and markets and hospital to study disposal of garbage, elocution contest and essay competition , to spread awareness on the importance of cleanliness and hygiene. The students of Jyoti Nivas College Autonomous, Bangalore, participated in the **nationwide quiz** conducted by the MHRD, Government of India, on 9th August, 2017, to commemorate the 75th year of **the Quit India movement**.

ııı) AICUF : The All India Catholic University Federation, popularly, known as the AICUF, focuses on service and liberation of all human beings irrespective of differing social, cultural, political or religious identities. AICUF aims to help and uplift the marginalized and the oppressed. In keeping with this vision, the AICUF students of

Jyoti Nivas College Autonomous, have worked tirelessly on many socially-relevant projects in the academic year 2017-18 and have been responsible for bringing smiles of happiness in many lives.

This academic year, AICUF was an active participant in the Swachhata Pakhwada initiative of the government and contributed to the society at large. Seventy students from Jyoti Nivas College Autonomous visited the Kidwai Institute of Oncology, Bengaluru to study the hygiene standards and bio-medical waste disposal in government hospitals.

Students also visited Asha Niketan- Home for the intellectually disabled on 12th September 2017 and interacted with the mentally-disabled adults and brought them chee and joy.

A visit to Gerizim, a school for specially-abled kids in Bengaluru was a learning experience for the young AICUF students of JNC. The kids at Gerizim were excited to see our students and their innocence and enthusiasm was a true inspiration for our girls, as well.

On 2nd September 2017, the AICUF students laid aside their books and went on to spend some quality time with people who have been blessed with the gift of a long life. They visited the old age home of the Little Sisters of the Poor to spread hope and cheer among the elderly.

Our AICUF students also visited the RTC Orphanage in Bengaluru and helped plant saplings in their garden and interacted with the kids .

Christmas is a time of giving, sharing and spending time with the less-privileged. In keeping with this, the AICUF of JNC organized an outreach Christmas programme wherein children from orphanages, children with physical and mental disabilities were invited to perform during the JNC Christmas celebrations in order to drive home the message of unconditional giving among the student community.

EL-SHADDAI, the inter-collegiate gospel fest was held on 15th February, 2018 with the theme, Youth in Christ . The event hosted twelve events that helped youth bring closer to God.

In order to encourage young people to spend time in prayer, the Jesus Youth ministry convenes in the college campus on Thursdays and Fridays. AICUF student leaders and volunteers spend time in prayer , praise and worship. AICUF

volunteers helped in the **Pulse Polio** immunisation campaign conducted by the government of India to eliminate poliomyelitis at Thaverekare and Adugodi.

ιϖ) **Rotaract Club**

A Visit to Orphanage was organized by Rotaract club of Jyoti Nivas College Autonomous to Ruva Foundation on 5th December 2017.

Ruva Foundation is a charitable trust founded by Mr. A. Saravan Stanley, an ordinary personality, with an intention of helping EWS(Economically Weaker Section) of the society to fulfill their aims and objectives. More than 3000 boys and girls from slum areas are benefited in continuing their education, through tuition centre from the year 2003 to 2017. The down trodden children from class 1 onwards, were from RUVA charitable trust, Koramangala and "Comfort Home for Little Angels" Hostel, located at Dommasandra, who received this privilege from RUVA Foundation charitable trust. The following supports were rendered to the children :fees, books, school bags, shoes, uniforms and sweaters. Our overhead costs were supported by our board members and members from the Rotaract club. We organized clothes drive from our college to support the Ruva foundation.

NSS

- NSS volunteers, twice in a month volunteer at Kidwai to Sing for cancer patients as a part of Music therapy. This is an ongoing session every month.

- On 16th September, 40 NSS volunteers participated in Tree Plantation drive organized by Youth for Seva at Yelahanka. Volunteers planted around 300 saplings .

- NSS volunteers participated in 100th Green Sunday organized by Adhamya Chetana at Bangalore Dairy by planting 100 saplings

- 20 girls of NSS participated in the Pulse Polio Abhiyan organized by Government of India. Volunteers worked with Government Doctors and helped in administering polio drops for children below 5 years for a period of 4 days from 28th January to 31st January 2018.

NCC

- The Tree Plantation activity was conducted by the cadets of Jyoti Nivas College; in collaboration with the KR Puram Constituency Welfare Federation; at Hormavu Lake on 9th September 2017. A total of 100 saplings were planted alongside the lake. On the same day, clean India drive was also carried out by the cadets.

- The NCC unit of JNC has been conducting various social welfare activities over the years and 2018 brought the first ever Blood Donation Campaign in the history of NCC in Jyoti Nivas. A total of 212 units of blood was collected on this day and was very much appreciated by all.

- The NCC cadets visited the Bosco Mane Orphange and interacted with the children and served lunch, which was sponsored by the JNC NCC cadets.

Criterion – IV

4. Infrastructure and Learning Resources.

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	9 acres 22 Guntas 77 sq yards	-	-	9 acres 22 Guntas 77 sq yards
Class rooms	33	28	Mgmt	61
Laboratories	19	07	Mgmt	26
Seminar Halls	04	01	Mgmt	05
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	06	12	College, Mgmt and UGC	18
Value of the equipment purchased during the year (Rs. in Lakhs)	2,60,67150	1,22,31353	College, Mgmt and UGC	3,82,98,503
Others	-	4,750,4654	College, Mgmt and UGC	4,750,4654

*(For UG and PG)

4.2 Computerization of administration and library

- Administration section is fully computerised with latest software in all aspects such as students admission, attendance, fees collection, declaration of results, marks card, maintenance of various data, documentary/ reports/ accounts/ salary/ tax remittances, various stock ledgers, on line payment of taxes etc.,

- Photo copier, fax, internet/intranet facilities are available

- Digital Library was installed

4.3 Library services:

	Existing		Newly added		Total	
	No.	**Value**	**No.**	**Value**	**No.**	**Value**
Text Books	51,168	1,16,68,282.00	1025	5,04,672.00	52193	**1,21,72,954.00**
Reference Books	26752	55,71,041.00	188	71,551.00	26,940	**56,42,592.00**
e-Books	INFLIBNET (97000+)	5000.00	Contd.. Contd..	-	INFLIBNET (97000+)	**5000.00**
Journals	55	1,05,606.00	2	5,800.00	57	**1,11,406.00**
e-Journals	DELNET (1613+) INFLIBNET (6000+)	11,500.00	Contd.. Contd..	-	DELNET (1613+) INFLIBNET (6000+)	**11,500.00**
Digital Database	GALILEO Integrated Digital Learning (4165)	13,07,036.00	Contd.. -	- - - -	GALILEO Integrated Digital Learning (4165)	**13,07,036.00**
CD & Video	1603	41,614.00	(38+9) 47	-	1650	**43,295.00**

Others (specify)	CCTV, 3LCD & 32 Camera's	15,00,000.00	(Smart ID Card Reader)	23,473	CCTV, 3LCD & 32 Cameras Smart ID Card reader	**15,49,236. 00**
			(Software for tracking student attendance in library)	25,763		
Institutional Membership						
IIMB Library	1	5.000.00		-	1	5.000.00
Bangalore University Library	1	10.000.00	Contd.. Contd..	-	1	10.000.00

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	325	6	350 Mbps + 350 Mbps	01	06	21	24	
Added	83	2	2TBPS	NIL	02	07	09	
Total	408	8	2TBPS	01	08	28	33	

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Online attendance package (Knowledge Pro) was introduced and the faculty were trained to use the software for updating attendance.

- Interactive session on Digital Library was organised for both staff and students to encourage the use of e – journals .

- Wi fi enabled Campus.

- For students Wi fi is made available only on request for Academic purpose.

4.6 **Amount spent on maintenance in lakhs** :

i) **ICT** | 6,19,040

ii) **Campus Infrastructure and facilities** | 1,54,05,63

iii) **Equipments** | 5,64,022

iv) **Others** | 47,50,465

Total : | 74,74,090

* (Both UG and PG)

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services.

Student Welfare committee has been formed to monitor the activities of student support and progression.

5.2 Efforts made by the institution for tracking the progression

A number of departments have tracked the student progression by getting the students to make entries in registers kept in the Department when the students come to meet the staff.

5.2.2 Student progression to higher education in percentage during the year: 2017-2018				
Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
3	M.Sc.	Chemistry	Jain University, Bangalore	Ph. D

			Michigan Technological University	M.S
20	B.Sc.	Chemistry	Jyoti Nivas College Autonomous	M.Sc. Chemistry
			Oxford College of Science	M.Sc. Chemistry
				M.Sc. Chemistry
			VV Puram College of Science	M.Sc. Chemistry
			St. Joseph College, Autonomous	M.Sc. Bio Chemistry
				M.Sc. Bio Chemistry
			Reva University	M.Sc. Bio Chemistry
			University of Mysuru	M.Sc. Bio Chemistry
			Indian Academy College	M.Sc. General Chemistry
			JSS Academy of higher Education and Research, Mysore	
			College of Basic Science and Humanities. OUAT, Orissa	
7	B.Sc.	Mathematics	St. Joseph's College Autonomous Christ University Oxford College	M.Sc. Mathematics
				M.Sc. Mathematics
				M.Sc. Mathematics
100	B Com B.F B B A	Commerce & Management Banking and Finance	Jyoti Nivas College Autonomous	M Com
			Ramaiah institute of Science and management	
			Jain University	M B A
			Christ University	
			PESIT	M I B

			Christ University	MBA
3	B A	Travel and Tourism	Jyoti Nivas College	MBA
			GEAR College	B.Ed.
18	B. A	History Economics Optional English	Jyoti Nivas College Autonomous, Christ University, St. Joseph's College Autonomous Guwahati University Deccan college, Pune	History Economics Journalism MSW English
14	B.Sc.	Biotechnol ogy	University College, London Mount Carmel College Oxford College, Bangalore University of Bangalore MLA College, Bangalore Amity University Reva University, Bangalore Punjab University LISSA School of Design Vellore Institute of Technology	MS in human genetics M.Sc Bio Chemistry M.Sc Biotechnology M.Sc Prenatal Genetics M.Sc. Life Science PG Diploma in Business Management and Interior design
21	B.Sc.	Zoology	St. Joseph College Bangalore University	M.Sc. Organic Chemistry

			Government Science College Autonomous	M.Sc. Zoology
				M.Sc. Forensic Science
			Christ University	M.Sc. Life Science
			Jain University	M.Sc. Bio Chemistry
			Jyoti Nivas College	M.Sc. Microbiology
			JSS College Mysore	
			Mysore University	

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2677	376	-	-

(b) No. of students outside the state

286

(c) No. of international students

05

Men

No	%
-	-

Women

No	%

Last Year   **2017-18**

General	SC	ST	OBC	Physically Challenged	Total		General	SC	ST	OBC	Physically Challenged	Total
1991	190	48	355	04	2588	UG	2200	168	51	257	01	2677
						PG	192	29	18	137	-	376

Demand ratio - 5:8   Dropout (%) - 5.98%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

> ➤ To improve the linguistic proficiencies of the students, classes on communication skills are conducted regularly for these students who find it difficult to converse well in the English Language.

No. of students beneficiaries

Year 2017-2018	Number of Students participated	Number of students placed in Campus	Number of Students placed off Campus	Total	Percentage
5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year					
	160	90	30	120	75%

5.5 No. of students qualified in these examinations

NET [-]   SET/SLET [-]   GATE [1]   CAT [   ]

IAS/IPS etc [-]   State PSC [-]   UPSC [-]   Others [1]

5.6 Details of student counselling and career guidance:

Ms.Tejashwini R and Ms. Alwina Mary, the Counsellors along with the faculties of the Department of Psychology. The counsellors are available from 9am to 4pm all weekdays and students can approach them any time.

As a screening test, to identify individuals with physical and psychological inabilities General Health Questionnaire was used on a group of 200 degree students. Based on which help was rendered to the individuals with high scores.

Ms.Tejashwini.R counsellor, conducted a session on "Effective Communication" at NSS camp 2017-18 which was held in Kolar. The session included activities to depict the right way of communication. Various effective ways of communications were also discussed. The importance of body language was emphasised.

'Build up your Self- Esteem', The Importance of knowing yourself and 'You are Unique' are other topics dealt by Ms. Tejashwini.R The sessions were conducted with various activities. Positive and negative self esteems were addressed. Different ways of improving self

esteem was addressed to students. Each student was helped to find out her own skills and talents. They were asked to concentre on their positive sides and asked to improve it .

"Importance of Counselling" was given as a part of career counselling. The need for counsellors, the scope of counselling, types of counselling were the topics addressed in the session.

Ms. Alwina Mary and Ms. Tejashwini.R, counsellors of the college conducted a session on "Anger Management and Stress management" at Jyoti Nivas College for the students. This session included techniques with activities to control anger and stress.

Along with the above activities one to one and group counselling sessions are practiced till date

Total number of students for counselling	Number of self referred clients	No of referred clients by faculty	No. of follow up sessions
42	21	21	22

No. of students benefitted

5.7 Details of campus placement

	On campus		*Off Campus*
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
40	216	166 were given offer letters (120 offers on campus but 50 students went for higher studies)	40

Jyoti Nivas College along with its academic excellence, also aims to provide career guidance and placements for all streams of students at under-graduate level. It helps the students to face challenging careers ahead in their chosen fields by providing training and current information to assist the students in placements.

The entire activities of workshops, seminars, career guidance and final placements are carried on by the placement cell of Jyoti Nivas College.

The trainings cover sessions on resume writing, communication, aptitude test, time management, interviews, group discussions and other related areas. Few sessions were also covered by industrial experts.

Students were guided on presentation skills, leadership skills, and importance of team work. Sessions were covered on various career opportunities, kinds of interviews, group discussion, public speaking, positive thinking, and aptitude tests and so on.

Companies from various streams like IT, Non-IT, BPO, KPO, Banks, hospitality sections have visited the college. Goldman Sachs, Wipro, SAP-labs, Infosys, IBM, Ernst & Young, , TESCO, TCS, ANZ, are a few to mention where the students are placed.

5.8 Details of gender sensitization programmes

The Department of Sociology conducts women's rights and human rights courses in association with SICHREM (South India Cell for Human Rights Education And Monitoring) which enables the students to sensitize their role and rights in the society

5.9 Students Activities

5.9.1   No. of students participated in Sports, Games and other events

State/ University level | 01 | National level | 04 | International level | - |

5.9.2 No. of students participated in cultural events

State/ University level | - | National level | 16 | International level | - |

5.9.3   No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level | 03 | National level | 01 | International level | - |

Cultural: State/ University level [-]   National level [-]   International level [-]

Activity	Level	Participants (Approx.)
Rhapsody	Inter-Class	1500
Scintillation	Inter –Collegiate	750
Jyoti Filmato	National Film Festival	200
Inter-class sports fest	Inter-Class	800
Sphygmus	Inter-Collegiate	600

5.9.4 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2017	Football championship	University	1			
2017	Baseball Championship	University	1			
2017 - 2018	Overall Championship	University	1			
2017	Dance Championship	National		1		
2018	NIC II Place	National		1	16 MEC 005 K 16 PC 047 F	Joy Preetha S B Wafi Zehra
					16 BCA 041	Sumana S
					17 CBZ016K	Greeshma K T

*** Refer to Annexure (IV)**

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution SJT scholarship	25	2,61,858
Financial support from government SC/ST scholarship	171	1244321.00
Sanchi Honnamma Scholarship	100	200000.00
Fee Concession	76	297160.00
Financial support from other sources	583	Amount electronically transferred to recipient's bank account
a. Visually Challenged	3	30,000
b. Other Private charitable Trust	25	1,41,000
Number of students who received International/ National recognitions	-	-

5.11   Student organised / initiatives

Fairs   : State/ University level [--]   National level [--]   International level [--]

Exhibition: State/ University level [--]   National level [--]   International level [--]

5.12   No. of social initiatives undertaken by the students [12]

5.13 Major grievances of students (if any) redressed: [--]

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision : Communion, Excellence, Service, Relevance

Mission: To Turn Out Intellectually Enlightened, Morally Upright, Spiritually Oriented, Socially Committed and Emotionally Balanced Young Women

6.2 Does the Institution has a management Information System

- A partial information system is maintained by the institute for recording all the academic and administrative aspects.

- All the records of attendance and leave of students and staff, marks obtained by each student, notices and circulars issued and other practical related aspects are carefully recorded and aligned by the institute through MIS.

- The institute is able to integrate all the data related to the collection, recording and forwarding to affiliating University by aligning the available information through MIS

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- All the departments have upgraded their curricular keeping in view the recent research developments and industrial requirements

- Departments of Electronics introduced industry based electives of Medical Electronics and Embedded System Design

- Department of English offered electives to final year optional English students to enhance the scope of Optional English Teaching

- Department of Sociology utilized contemporary issues and inter disciplinary methods to enable complex understanding of social issues

- Department of Tourism included the student feedback as well in upgrading the course design based on modern trends

- Department of Mathematics altered the course design to include practical lesson and learning using Free Open Source Software (FOSS)

- Departments of Commerce and management, in collaboration with the sector skill council upgrade the course curriculum on a constant basis

6.3.2 Teaching and Learning

The teaching – learning process is enhanced with the use of

- Free access to internet sources for latest information

- ICT and Smart boards

- Presentation by students to encourage research and skill

- Use of multi – media tools and journals

- Exposure to industry and field trips

- International and national conferences, workshops and seminars

- Publication of newsletter 'Our Story' by students of Communicative English on a regular basis

- Formation of Grammar – Mentor group to enhance peer learning

- Students and staff participated in various international, national and state level conferences, seminars and workshops in their respective disciplines.

- Annual project exhibition done on Science day (Electronics)

6.3.3 Examination and Evaluation

- The end semester examinations are conducted for the odd and even semester respectively in October /April.

- Two invigilators are assigned for about 50 students taking up the examination in an examination hall.

- Bar coding of register numbers and secured marks for theory and practical examinations is done.

- Two sets of question papers- One by an internal examiner and one by an external examiner -are set for every paper/subject.

- Practical examinations for every semester are conducted with one internal and one external faculty with minimum teaching experience of two years.

- Board of Examiners (BOE) for all subjects with two external and two internal members each is formed which scrutinizes all the papers to be used in the End semester examinations.

- Physical verification of valued answer scripts is done to verify the totalling of marks on the covering page and inside the answer booklet, to check whether all answers written by the student have been valued and the marks bar code stuck is correct. Check is also maintained on whether the extra questions written have been valued and the best has been considered.. Review of valued answer scripts by an external reviewer. For UG courses, valuation of answer papers is done by internal faculty with a teaching experience of a minimum of two years. In case of non-availability of internal faculty with the required teaching experience, valuation is done by competent external faculty. For PG courses, the system of double valuation is followed- one internal and one external faculty for paper setting and valuation. External examiners are involved in practical examinations, viva voce and project evaluation for the end semester examinations. Computerization of the entire examination procedure to avoid manual errors.

- Marks cards with photographs of students.

- Marks cards with academic credits.

- Consolidated marks cards with register no. barcode of the student (as a security measure)

- Online verification of marks cards, provisional degree and degree certificates.

6.3.4   Research and Development

- Department of Chemistry has been granted research status.

- Staff of the Departments of Psychology , Chemistry and English are recognised Ph.D guides.

- Students of Business Administration undertake research as part of their curriculum

- Department of Travel and Tourism conducted minor research in the area of tourism destination & travel sector

- A staff of the department of Sociology presented a paper on disadvantaged sex – workers and their access to social security

- Minor research project findings of students of Department of Zoology & Genetics was published in the in-house science journal Scientia

- Department of Electronics signed an MOU with NAL for 5 years from 2016 and has tie up with SP labs

6.3.5   Library, ICT and physical infrastructure / instrumentation

- Digital Library

- HP New Scanner and Printer

- New Dell System for Library software use

- Software for tracking students attendance in Library

- Smart ID card reader

6.3.6 Human Resource Management

The college began its activities of the academic year 2017 – 2018 with a workshop on embracing transformation by Fr. Thommai A Rajan SDB, administrator and faculty, Don Bosco Renewal Center, Bangalore. Emphasizing on the importance of self awareness in order to begin transformation, the resource person urged the staff differentiate between fixed thinking and reverse thinking.

The teaching staff of the college attended a week long session on detoxing during the end of the semester. The programme was an optional one. The staff had an hour long session each day from October 9 - 13, 2017. It was a much needed session for de-stressing one's self at the end of the fast paced academic activities of the semester since it enabled a holistic healing and relaxation of the mind and body.

Teacher's day and Christmas celebrations are held for both the teaching and non teaching faculty to bring in the spirit of communion.

6.3.7 Faculty and Staff recruitment

College advertises the vacant posts, in the leading dailies. Applications from eligible applicants are scrutinised and those fulfilling required criteria are called for an interview. Interview is conducted by a committee comprising of the Principal, Member of the management, subject expert and Head of the Department. Based on the performance, qualification, experience and demo classes the staff are selected.

6.3.8 Industry Interaction / Collaboration

Important milestones were achieved in 2017 – 18 in industry and foreign collaborations with national and international institutes to work jointly on research and student development programmes:

- Jyoti Nivas College signed an MOU with Centre for sustainable Development (CSD) and support from the National Skill Development Corporation (NSDC), Ministry of Skill Development and Entrepreneurship, to promote and enhance green skills in technology application, adaption management and maintenance.

- The Internal Quality Assurance Cell (IQAC) signed an MOU with 'System Consultant Information India' (SCII), a subsidiary of 'System Consultant Company Ltd', Tokyo, Japan for inputs.

The Department of Commerce and Management signed MOUs with Stock Market Institute Bangalore for Stock Market Institute Bangalore for Stock Market Equity Dealer Module, Entuze Technology PVT Limited for Accounting Foundation, Knomatics Consulting Pvt Ltd, for training in Microsoft-Excel and NICT for training in Tally ERP.

6.3.9 Admission of Students

- An active website notifying admission schedule.

- Admission as per UGC and State Government requirements.

- Selection on merit basis creating equity and access.

- Affordable fees.

- Remedial classes to improve the linguistic proficiency of English

6.4 Welfare schemes for

Teaching	• The Management is always accessible to teachers in case of financial difficulties or personal problems and financial help/loan is provided • College trips to places of academic and tourist interest is arranged to re - energize the staff. • The efforts of the teachers are appreciated and acknowledged on special occasions like teachers day and during Christmas. • Staff are encouraged to attend seminars, conferences, workshops. • Staffs are encouraged to pursue research and also to attend conferences and seminars to present and publish their findings.
Non – Teaching Staff	• The Management readily provides financial assistance and/or a helping hand to staff members in need • Expenses towards medical care are met with for them and their family members • Essential amenities like clothes and provisions are given annually

	• Class IV employees are served tea everyday and refreshments given when they work overtime or on holidays.
Students	• An orientation programme was arranged for all the first year degree SC/ST/BC/OBC and low income group of students to make them aware about facilities available for them in the college • The Books from the Book Bank are issued for the every semester and needy students can borrow books for whole semester.. • Around 80 students from all sections were given beautiful gifts as a mark of exchanging Love during the season of Christmas by our principal • To improve the linguistic proficiencies of the students, classes on communicative skills are conducted regularly for these students who find it difficult to converse well in the English • Needy students, and first generation learners are identified by their respective mentors and the committee along with the college management helps the students with scholarships and waiving of special fees.

6.5 Total corpus fund generated | -- |

6.6 Whether annual financial audit has been done   Yes | ✓ | No | -- |

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	Yes	Management
Administrative	-	-	Yes	Management

*Refer to Annexure (I)

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes   ✓   No   --

For PG Programmes   Yes   --   No   ✓

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- **Bar coding** of register numbers and secured marks for theory and practical examinations is done.
- **Two sets of question papers**- One by an **internal examiner** and one by an **external examiner** -are set for every paper/subject.
- Practical examinations for every semester are conducted with one internal and one external faculty with minimum teaching experience of two years.
- **Board of Examiners (BOE)** for all subjects with two external and two internal members each is formed which scrutinizes all the papers to be used in the End semester examinations.
- **Physical verification of valued answer scripts** is done to verify the totalling of marks on the covering page and inside the answer booklet, to check whether all answers written by the student have been valued and the marks bar code stuck is correct. Check is also maintained on whether the extra questions written have been valued and the best has been considered.
- **Review** of valued answer scripts by an external reviewer.
- For **UG courses**, valuation of answer papers is done by internal faculty with a teaching experience of a minimum of two years. In case of non-availability of internal faculty with the required teaching experience, valuation is done by competent external faculty.
- For **PG courses**, the system of **double valuation** is followed- one internal and one external faculty for paper setting and valuation. External examiners are involved in practical examinations, viva voce and project evaluation for the end semester examinations.
- Computerization of the entire examination procedure to avoid manual errors.
- Marks cards with photographs of students.
- Marks cards with academic credits (2015 batch onwards).
- Consolidated marks cards with register no. barcode (as a security measure)
- **Online verification** of marks cards, provisional degree and degree certificates
- Special supplementary Examination for I, III, V, VI semesters in June for UG and III, IV, V, VI semesters in August for PG

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

6.11 Activities and support from the Alumni Association

- Alumni meetings is organized every year on the second Saturday of July

- All final year passing out students become members.

- Funds the educational needs of the economically backward students

- Supports financial needs of the support staff of the college

- Alumni institute endowment prizes for deserving students

- A talk by three alumni students was arranged for the final year Life Science students on the topic 'Career Opportunities of Life Science students in Universities in Indian and Abroad' on 24th of June 2017. It was very informative and motivated the students to broaden their horizon and think out of the box.

-

6.12 Activities and support from the Parent – Teacher Association

- Mentor – Parent meeting is held every semester.

- A talk on the recent development in pharmaceutics and drug action titled "Pharmacokinetics and Pharmacodynamics' was given by Mr. Prasad Gotkhindikar of Strides Shasum Ltd., parent of a second year Genetics student.

6.13 Development programmes for support staff

- Support staff are encouraged to pursue higher education, attend workshops/ seminars/ training programmes.

- Annual staff picnic is organized

6.14 Initiatives taken by the institution to make the campus eco-friendly

- The Entrepreneurship of the college manufactures and sells cloth bags.
- Note books are made from unanswered booklets and sold to the new batch of students.
- The Prayatna unit of the college recycles waste paper materials.
- The IQAC, NSS, AICUF units along with the students of the Life Science Departments took on the challenge to promote the Swacch Bharath call given by our government. Under this initiative a day – wise action plan was undertaken by our college which included Clean Campus Day, Clean Hostel Day, Green Campus Day, cleaning the area surrounding our college, visiting nearby slums and markets and hospitals to study disposal of garbage, elocution contest, essay competition and much more, to spread awareness on the importance of cleanliness and hygiene.
- Alternate sources of energy provided by wind turbine and solar panels are in place.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Launching of our very own online campus radio 'Campus Fire'

- The B.Voc students had their Skill Assessment and Certification by the Sector Skill Council from UGC for photography, designing , filmmaking and print – publication.

- A colloquium on finance was organized by the Department of Commerce and Management on topics covering GST, impact of Gujarat elections on the sensex and co-integration of specified agricultural commodities.

- The students of B.Voc Banking and Finance undertook the Jyoti Swayam Sahayaka Sangha (Student Self Help Group Initiative) for rendering services to Vijaya Bank and to create awareness on digital and cashless economy.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

> Introduction of relevant short term courses to enhance career prospects of students, employability and sill based.
>
> Academia- Industry interface strengthening by MOU's and collaborations.
>
> Implementation of report analysed of the Academic audit and SWOC analysis.
>
> Workshops/Seminars/Conferences were organised by several departments in recent trends.
>
> Innovative practices by some departments were documented.
>
> All departments revised their curriculum in the respective BOS meetings to increase the skills and employability .

7.3 Give two Best Practices of the institution

> **Mentor Ward System :** The System is being followed to guide the students and it acts as a valuable strategy to provide the students with emotional support.
>
> **Value education** : Apart from regular classes the value education classes are conducted to propagate moral values among the students. Value education classes not only emphasise on personal and moral values but it also incorporates social responsibility, self – discipline which eventually brings some attitudinal change among the student community.
>
> **Our Story :** Our story is a wall newspaper from the centre for media studies, Jyoti Nivas College. This features news reportage about the activities on campus. Each issue of the story is exclusively conceived, reported upon, edited and designed by the students of media studies, for the benefit of fellow students and faculty members.

Refer to annexure (III)

7.4 Contribution to environmental awareness / protection

IQAC intensified its commitment to the cause of the earth through its collaboration with the Centre for Sustainable Development. The duo organized a National level conference on 'Green Skills 2017' and the launch of Green Skills Academy on July 6 & 7, 2017 at NIMHANS Convention Centre, Bangalore. Demand scenario for skills in green sectors, Projections for Green Jobs in India, Water Management, Electronic Waste Recycling and other crucial concerns of the earth along with policies, opportunities and challenges of Green Skills were deliberated upon during the conference.

Root top gardening course was conducted on the campus with 20 students enrolled including members of Jyoti Nivas College faculty. The curriculum covered topics in rain water harvesting, home composting, preparation for making garden on terrace, organic gardening, importance and preparation of potting media, types and seed selection, watering and drip irrigation.

Mode of plant care, nutrition stacking and preparation of pendols, pest control and disease control measures were discussed. Nursery techniques, land gardening, time of harvest, crop rotation are part of the curriculum. It was taken up as a short term course after regular class hours, 20 hours for 2 credits and certification and knowledge assessment was conducted for all the participants. All those who enrolled had practical experience of potting the fresh seeds, selecting the appropriate potting media and could observe and harvest the yield in 45 days which gave a fulfilled experience. Vegetables like tomato, brinjal, chillies and fresh greens were harvested.

7.5 **Whether environmental audit was conducted?**   Yes ☐ -- No ☑ ✓

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Students with regular attendance were chosen from each stream and an online survey was conducted using Google forms. Students were asked to state 3 strengths, 3 opportunities, and any weakness or threat that they see in and for JNC.

8. Plans of institution for next year

- Green Audit.
- To promote IPR culture among the staff for the protection of their research findings by conducting seminars and workshops.
- To participate in the National Institutional Ranking framework.
- To Strengthen on line classroom teaching.
- College to be registered for SWAYAM
- Orientation program to be organized for the staff.
- Use ICT based learning tools for effective teaching learning process.
- Soft skills for students
- Examination reforms – test the concept and application
- Induction training program for new teachers
- To establish Language Skill Lab.
- Career Information Bureau to be set up in the Library and Information Centre.
- Library and Information Centre accessible for Visually Impaired students.

Name _Dr. ELLA SEN_

Ella Sen

Signature of the Coordinator, IQAC

Name _DR. SR. ELIZABETH CS_

Elizabeth

Signature of the Chairperson, IQAC
PRINCIPAL
Jyoti Nivas College
Autonomous,
Bangalore - 560 095

***

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

****

ANNEXURE

ACADEMIC AUDIT ANALYSIS 2017-2018

The Internal Quality Assurance Cell of Jyoti Nivas College has been active in motivating, maintaining and evaluating the established academic systems and processes for knowledge dissemination. The members of the IQAC team developed a systematic procedure to conduct an Academic Audit.

In this regard a feedback from students was considered to throw light on the effectiveness of the teaching and learning process. A feedback schedule with ten questions was constructed with the input and suggestion coming from experienced faculty .A sample of students who have been regular in attending classes from the I ,II, and III year degree were identified across the different streams namely Arts, Science, Commerce and the Vocational courses. The process involving selection of the sample involved identifying students who had over 80% attendance in the past semester. The responses of the students was tabulated and statistically analysed. Students were instructed to share their views, if they wished to, in case they found a fixed response of YES or NO, not a sufficient response.

The feedback form comprised of questions which determined whether the syllabus is completed in time, whether the units of the assigned syllabus was taught thoroughly, if the syllabus is relevant to the needs for employment, was guidance given for undertaking and completing projects, whether the teacher asked questions and clarified doubts in and outside the classroom and awareness regarding the remedial classes that are taken.

A total of 159 Arts students, 245 Science students and 286 Commerce students have given their feedback.

Table 1 shows the total and average number of positive responses to the 10 questions by the Arts students.

Academic Feedback Arts										
Que-Nos	1	2	3	4	5	6	7	8	9	10
TOTAL	156	122	92	133	131	140	148	112	148	121
MEAN	0.987	0.77	0.582	0.841	0.829	0.886	0.937	0.709	0.937	0.766
%	98.11	76.73	57.86	83.64	82.39	88.05	93.08	70.44	93.08	76.10

Table 2 shows the total and average number of positive responses to the 10 questions by the Science Students.

Academic Feedback Science										
Que Nos	1	2	3	4	5	6	7	8	9	10
TOTAL	231	184	158	196	231	214	222	189	238	162
MEAN	0.943	0.751	0.645	0.8	0.943	0.873	0.906	0.771	0.971	0.661
%	94.29	75.10	64.49	80.0	94.28	87.35	90.61	77.14	97.14	66.12

Table 3 shows the total and average number of positive responses to the 10 questions by the Commerce Students.

Que Nos	1	2	3	4	5	6	7	8	9	10
				Academic Feedback Commerce						
TOTAL	286	245	169	253	266	248	268	227	273	180
MEAN	1.0	0.857	0.653	0.884	0.930	0.867	0.937	0.794	0.954	0.629
%	100	85.66	59.09	88.46	93.01	86.71	93.71	79.37	95.45	62.94

With reference to the first question, 98.11% of Arts, 94.29% of Science and 100% of Commerce students have said that the complete syllabus is given to them at the beginning of the semester.

In response to whether each unit /chapter is taught thoroughly 76.73%, 75.10% and 85.66% from the Arts ,Science and Commerce students respectively have accepted that the each unit /chapter is taught thoroughly. Only 57.86%, 64.49% and 59.09% think the complete syllabus is taught on time.

For the fourth question, 83.64%, 88.0% and 88.46% students from Arts, Science and Commerce respectively have expressed that the syllabus is relevant to the current needs required for employment or for higher studies.

The percentage of students who have accepted that they were asked questions related to the portions of a unit that had been completed is 82.39, 94.28 and 93.01 from the Arts, Science and Commerce streams respectively.

To the question if teachers guide students to undertake projects,88.05% of Arts students,87.35 % of science students and 86.71% of Commerce students have agreed the guidance is given by the teachers

Whether the assignments given enhance knowledge related to the subject, 93.08%, 90.61% and 93.71% of students from the Arts, Science and Commerce streams respectively have accepted that the assignments given enhance knowledge related to the subject.

Of the total number only 70.44% of Arts students, 77.14% of science and 79.37% of students are satisfied with the teaching technique / aids used by the teacher and 93.08% , 97.14 and 95.45% of students from the Arts ,Science and Commerce streams respectively have said that their teachers clarify doubts outside the class hours

Only 76.10%, 66.12% and 62.94% of the students from the Arts, Science and Commerce streams respectively were aware of remedial classes being taken for each subject. The reason for not being aware of remedial classes being taken is that only the students who are academically weak are personally called for remedial teaching after the class tests and mid semester exams are over. Although announcements are made during orientation for the First Degree programme that remedial classes are taken for the benefit of weaker students, yet more awareness of this facility will be in focus in the coming semesters.

Several students, mostly from the arts stream have expressed their views about specific problems related to the subject and teachers concerned. Taking into account the feedback given corrective measures will be taken to improve the quality and process of academic dissemination.

Jyoti Nivas College Autonomous

Hosur Road, Bangalore – 560 095

SUB: Calendar of Events for the Academic Year 2017-2018 of

    BA / B. Sc / BCA / B.Com / BBA/B VOC

Sl. No.	Events	Date Notified	
		From	To
1.	Re-opening for III and V semesters	08-06-2017	
2.	Orientation for I semester students	10-06-2017	
3.	Class Tests	10-07-2017	17-07-2017
4.	Submission of Test Marks	31-07-2017	
5.	Last date to conduct BOS meetings	15-12-2017	
6.	Mid Semester Examinations	03-08-2017	10-08-2017
7.	Submission of Practical examination time-table	11-09-2017	
8.	Submission of CIA sheets	25-09-2017	
9.	Practical Exams I, III & V	25-09-2017	10-10-2017
10	End Semester Examinations for I, III & V Semesters	16-10-2017	03-11-2017
11	Valuation Ends	10-11-2017	
12	Announcement of Results	22-11-2017	
13	Christmas Vacation	23-12-2017	
14	College re-opens	02-01-2018	
15	Class Tests	08-01-2018	15-01-2018

16	Submission of Test Marks	31-01-2018	
17	Mid-Term Examinations	05-02-2018	12-02-2018
18	Submission of Mid Semester Exam Marks	07-03-2018	
19	Submission of Practical Exam Time Table	10-03-2018	
20	Submission of CIA sheets	26-03-2018	
21	Practical Examination for II, IV & VI Semesters	26-03-2018	06-04-2018
22	End Semester Examinations for II, IV & VI Sem	12-04-2018	30-04-2018
23	Vacation for students	01-05-2018	03-06-2018
24	Valuation Ends	10-05-2018	

Calendar of Events June 2017

Day	Date	Events
Wednesday	7th June	Orientation for Staff
Monday	12th June	- Commencement of classes for I degree
Tuesday	20th June	- Dept of History – Commencement of Short Term Course in Numismatics

Calendar of Events July 2017

Day	Date	Events
Tuesday	4th July	Student Welfare Committee – Orientation
Thursday	6th July	IQAC JNC in collaboration with Centre for Sustainable Development organized National level conference on 'Green Skills 2017' and the launch of Green Skills Academy
Saturday	8th July	- Alumni Meet 2017
Saturday & Sunday	8th & 9th July	Leadership Camp
Thursday	13th July	Investiture
Friday	14th July	- NSS - Inaguration
Wednesday	19th July	- Dept. of Sports – Inter class Athletic Meet
Thursday	20th July	Dept of Sports – Inter class Athletic Meet

Calendar of Events August 2017

Day	Date	Events
Monday	14th August	Independence Day Celebration.
Friday	18th August	Rotaract Installation Ceremony
Tuesday to Thursday	22nd to 24th August	Rhapsody – Inter Class Competition

Calendar of Events September 2017

Day	Date	Events
Friday to Friday	1st Sept to 15th Sept	Swachhata Pakhwada
Tuesday	5th Sept	Teachers' Day Celebration
Thursday	14th Sept	Swachhata Pakhwada Valedictory Function
Friday & Saturday	15th & 16th Sept	Dept of Commerce & Mgmt – Arbitrium
Saturday	16th Sept	Inauguration of Arbitrium

Calendar of Events October/November 2017

Day	Date	Events
Saturday	7th Oct	9th Annual Convocation
Tuesday	14th Nov	Academic Council Meeting
Wednesday	22nd Nov	College Re-opens for even semester

Calendar of Events December 2017

Day	Date	Events
Wednesday to Tuesday	13th to 19th Dec	NSS Camp at Golahalli
Friday	15th Dec	Mistletoe Masala – Food Fest
Tuesday	19th Dec	NSS Valedictory – Camp ends.
Wednesday	20th Dec	Bon Noel
Friday	22nd Dec	Staff get together
Saturday	23rd Dec	Christmas Vacation Commences

Calendar of Events - January 2018

Day	Date	Events
Wednesday	3rd Jan	College Re-opens
Friday	12th Jan	New Year Mass in Chapel
Thursday & Friday	18th & 19th	Scintillation – Inter Collegiate Cultural Fest.

Calendar of Events February 2018

Day	Date	Events
Thursday & Friday	1st and 2nd Feb	- Dept of Life Sciences and Psychology – National Conference Life Sciences and Behavioural Sciences – "Mind Body matters: An interdisciplinary Insight"
Thursday	15th Feb	- El-Shaddai – Gospel Fest
Friday	16th Feb	- Dept of English – "Rangamach" – Theatre festival
Wednesday & Thursday	21st and 22nd Feb	Dept of Travel and Tourism – national level Tourism Conference – "Emerging Trends and Challenges in the Hospitality Industry" Gran Torino 2018
Monday to Wednesday	26th to 28th Feb	Sphygmus – Inter collegiate sports fest

Calendar of Events March 2018

Day	Date	Events
Saturday	10th March	College Day
Wednesday	14th March – 20th March	College International trip to Singapore. China and Hong Kong
Saturday	24th March	Graduation day (3.00pm)
Monday	26th March	Students day
Wednesday	28th March	End Semester Practical Exam Commences

BEST PRACTICE

Best Practice : I

Mentor- ward system

Objectives:

The college has many practices in catering to students' welfare, chief among these is the mentor-ward system. The mentors help students to get a better perspective in both their professional and personal front navigating their path towards graduation. Mentors can have an indelible impact on the lives of students.

The context:

This practice helps students manage the transition into higher education with a strong one-to-one interaction between the mentor and mentee in an atmosphere of care and concern. The mentee looks upon the mentor as a role model, advisor, confidante and somebody whom they can approach at times of triumph or crisis. The transition period in college is extremely important, for it is a very vulnerable time when these young girls are making decisions of how and what to achieve. They experience a different background from their own in cultural, social and economic aspects.

The practice:

This system is a continuous process from the day the student steps into the college till she leaves the institution. Each faculty is allocated a small group of wards. The mentees come to their mentor as they are the first point of contact. The mentee is monitored regularly by their mentors to know their progress in all aspects. The mentor keeps a record of the personal details , attendance, marks, participation in extra and co curricular activities and credits of their wards. The conduct certificate is replaced by the Mentor Certificate written by the mentor when the student leaves the Institution . Formal Parent-mentor –ward meetings are held regularly every semester. This gives an opportunity to meet the parents or guardians of the mentee.

Evidence of success:

This system has improved the student-teacher relationship, providing confidence and improving the quality of life of the mentee as is evidenced by a number of successful mentorship cases. Most mentors have established relationship with students through informal interactions. The mentor nurtures the mentees goals and ambitions and aids them in developing into holistic individuals.

Problems encountered:

Mentoring is a long term relationship based on trust and respect that must persevere through good and bad times. A supportive and non-judgemental attitude of the mentor is an important aspect of mentoring.

Best Practice II

Our Story

Objectives:

Our Story is a wall newspaper from the Centre for Media Studies. It is a compiled information on a particular campus activity. The objective of Our Story is to record the activities of the college and it is an endeavor for students to learn and understand the nuances of newspaper creation. As this is a group venture, students can also understand the importance of team work, leadership and communication skills.

The context:

The wall paper features news reports about the in-campus activities of the college. It is an important part of documentation as major activities and celebrations of the college are reported. It is a part of the curriculum for media students to enhance their observation and report writing skills.

The practice: Each issue of Our Story is exclusively conceived, reported, edited and designed by the students of Media Studies, for the benefit of fellow students and faculty members.

Problems encountered: As it is managed by students, coping with deadlines with respect to timely editing and publishing of the newsletter can be a challenge.

Student and Staff Achievements

Student Achievements

- The **Overall Championship in** the **Chemistry fest** at Christ University
- The **Overall Championship in** the **Chemistry fest** at Jain University
- The **Overall Championship** in the **Hindi Literary Fest** at St. Joseph's College of Commerce.
- The **Overall Championship** in the **Combined Annual Training Camp** for NCC for the 4th consecutive year.
- The **Overall Championship** in **Athletics** in the Bangalore University Athletic Meet, out of 120 colleges.
- The **Overall Championship** in the Intercollegiate Sports Fest, at Jyoti Nivas College.
- The **Overall Championship** in **Indian and Western dance,** at the National Level Dance Fest, Kristhu Jayanthi College.
- Pavithra, III BSc, won the **first place** in the **State level Lecture competition** in Physics, Jain University.
- Lavanya, III PME, won the **first place** in the **Annual Lecture competition** in Electronics, Bangalore Science Forum.
- Students of Mathematics won the **first place** in **Mathematical Relay**, St. Joseph's College.
- Students of Hindi won the **first place** in **Hindi Quiz** at Jain University, Christ University and St. Joseph's College of Commerce.
- Students of Computer Science won the **first place** in **Electronics Fest**, St. Joseph's Arts and Science College.
- B Voc students won the **first place** in **Film Making** at Christ University

Staff Achievements:

- Dr. Anita Khera, Department of Chemistry, was awarded the '**Lifetime Achievement Award in Science**' by Venus International Foundation, March 2017.

- Mr. Madhu Kashyap, Department of Physics, was awarded the prestigious International '**Young Researcher Award'**, presented by the **European Space Agency, Netherlands**, December 2017. He has featured prominently in several Television News Channels in discussions on scientific matters. He has also received acknowledgement from Dr. Ravi, Goodwill Ambassador, NASA, USA. He has also been selected for the '**Young Scientist Award'** by the **105th Indian Science Congress.**

- Dr. Nirmala Vaz, Department of Chemistry and Biochemistry, won the '**Award for Teaching Excellence**', Indo-Global Skills Summit and Expo.

- Dr. Zehra, Department of Commerce and Management, was awarded '**The Adarsh Vidya Saraswati Rashtriya Puraskar**' from Glacier Journal Research Foundation and '**Best Teacher Award'** from The Global Management Council, Ahmadabad.

- Dr. Sakshi Kabra Malpani, Department of Chemistry and Biochemistry, won the '**Professor A. K. Dey Memorial Award'**, at the 54th Annual Convention of Chemists.

- Mrs. Sruthi Cyriac, Department of Botany, was awarded the best **Oral presentation**, Periyar University, Tamil Nadu.

- Dr. Anand Raju, Department of Botany, won the **Best Paper** award, National Conference on "Mind Body Matters: An Interdisciplinary Insight"

- Dr. Sitavi Yathiender, Department of Zoology and Genetics, successfully completed a **UGC-sponsored minor research project** in 2017.

- Dr. Lalitha Raman, Dean and Head of the Department of Commerce and Management, **contributed to the book '**Enhancing Academic Research with Knowledge Management Principles' **published by IGI Global**, **Pennsylvania, USA**, 2017. The book has been considered as a premier reference source and **indexed by the prestigious SCOPUS abstract**, citation database.

- Fr. Dr. Jerome Mariadhasan, Department of Sociology, **authored a book** on 'The Localisation and Re-construction of Catholic Religious Practices in Germany', published by ATC, Bangalore.

- Mr. Sumit Dasgupta, Department of Communication and Media, won the **Special Jury Award** for his film "Rangzen" at the 'International Film Festival of Prayag', New Delhi. The

film also won the Audience award at the 'Feel the Reel' film festival in London, got a special screening at the International Film Festival of Sharjah and has been selected for screening at the World Film Festival at Hyderabad.

- Jyoti Nivas Staff won the first place in **Cricket** against Christ University in the Intercollegiate Sports Fest, Jyoti Nivas College.

- Sona Dechamma, Junior under Officer, stood second in the **Order of Merit**, All India NCC Special Entry for Women, 2017. She will be **commissioned into the Indian Army** soon.
- Senior under Officer, Tejaswi Ranga had the honour of **representing India at a Youth Exchange Programme** held at Maldives.
- Our college **Football and Baseball** teams emerged winners in Bangalore University tournaments.
- Our **Softball and Football** teams also emerged winners in Intercollegiate Sports Fest, Jyoti Nivas College.
- B.Voc students won the first place in **Repurposing Art,** St. Joseph's College
- Ameena Taj, II B.Com, won the **Best Actor** award at the Theatre Fest, St. Joseph's College of Commerce.
- The Indian Music team won the first place in **Kannada Folk Singing**, C.B Bhandari Jain College 2017.
- Students of Hindi won the first place in **Folk Dance** at St. Joseph's College of Commerce

- **Dr. Leena Nair** has been awarded the **Doctorate degree** in Economics.
- **Dr. Perundevi** has been awarded the **Doctorate degree** in Chemistry.
- **Dr. Fr. Jerome Mariadhasan** has been awarded the **Doctorate degree** in Sociology.
- Ms. Nalini Sekharan has submitted her Ph.D thesis in History.
- Ms. Veni R K has submitted her Ph.D thesis in Psychology
- Ms. Soumya K has submitted her Ph.D thesis in Zoology.
- **Mrs. Ruby Peter** has completed her M Phil in Computer Science
- **Mr. Madhu Kashyap** has completed his M Phil in Physics
- **Ms. Salome Inamdar** has completed her M Phil in English
- **Mr. Maria Charles Dominic** has completed his M Phil in Computer Science.

Staff Evaluation by students

This year the evaluation process was done by an external committee appointed by the Principal. It was a manual and formal on-line evaluation to maintain confidentiality. Students were asked to evaluate their teachers on various parameters. This system was designed to encourage in learning and professional growth. The committee evaluated the strengths and areas of improvement of each faculty. Their performance was analysed and an appraisal report was prepared for each teacher based on the student feedback. This report was handed over by the principal. The entire process proved to improve the effectiveness of teaching – learning process at JNC and also to revise the standards of teaching methodology of each faculty.