

THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC



**SOPHIA GIRLS' COLLEGE
(AUTONOMOUS)
AJMER-305001, RAJASTHAN**

Year: 2016-17

SOPHIA GIRLS' COLLEGE, AJMER (AUTONOMOUS)**The Annual Quality Assurance Report (AQAR) of the IQAC
2016-17****Part – A****1. Details of the Institution**

1.1 Name of the Institution:

SOPHIA GIRLS' COLLEGE, AJMER (AUTONOMOUS)

1.2 Address Line 1:

MIRSHAH ALI

Address Line 2:

JAIPUR ROAD

City/Town:

AJMER

State:

RAJASTHAN

Pin Code:

305001

Institution e-mail address:

sophiagirlscollege@gmail.com

Contact Nos.:

0145-2427243

Name of the Head of the Institution:

DR. SISTER SERENA

Tel. No. with STD Code:

0145-2427243

Mobile:

9414003600

Name of the IQAC Co-ordinator:

MRS. SANDRA LEE

Mobile:

9982562214

IQAC e-mail address:

iqac@sophiacollegeajmer.in

1.3 NAAC Track ID:

RJCOGN10930

1.4 NAAC Executive Committee No. & Date:

EC\53\RAR\62 dated: 04\09\2010

1.5 Website address:

www.sophiacollegeajmer.in & www.sophia.college

Web-link of the AQAR:

<https://sophia.college/wp-content/uploads/2018/08/AQAR-2016-17.pdf>

1.6 Accreditation Details:

S. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	81.00	2004	-
2	2 nd Cycle	A	3.01	2010	Sep 3, 2015

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

15/04/2005

1.8 AQAR for the year:

2016-17

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

i. AQAR	2011-12	24/03/2014
ii. AQAR	2012-13	14/05/2014
iii. AQAR	2013-14	10/11/2014
iv. AQAR	2014-15	09/01/2016
v. AQAR	2015-16	14/05/2018

1.10 Institutional Status

University State ☐ Central ☐ Deemed ☐ Private ☒ N.A ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous College of UGC Yes ☒ No ☐

Regulatory Agency approved Institution Yes ☐ No ☒

Type of Institution Co-education ☐ Men ☐ Women ☒

Backward Areas ☒ Urban ☐ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☐ Totally Self-financing ☒

1.11 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering Health Science Management



Others (Specify)

COMPUTER SCIENCE

1.12 Name of the Affiliating University (*for the Colleges*)

MAHARSHI DAYANAND SARASWATI
UNIVERSITY, AJMER

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

Autonomy by State/Central Govt. / University



University with Potential for Excellence

NIL

UGC-CPE

NIL

DST Star Scheme

NIL

UGC-CE

NIL

UGC-Special Assistance Programme

NIL

DST-FIST

NIL

UGC-Innovative PG programmes

NIL

Any other (*Specify*)

NIL

UGC-COP Programmes

NIL

2. IOAC Composition and Activities

2.1 No. of Teachers:

04

2.2 No. of Administrative/Technical staff:

01

2.3 No. of students :

02

2.4 No. of Management representatives:

03

2.5 No. of Alumni:

02

2.6 No. of any other stakeholder and
community representatives:

01

2.7 No. of Employers/ Industrialists:

01

2.8 No. of other External Experts:

01

2.9 Total No. of members:

15

2.10 No. of IQAC meetings held:

09

2.11 No. of meetings with various stakeholders: Total No. Faculty

Non-Teaching Staff /Students Alumni Others (PTM)

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. International National State Institution Level

(ii) Themes

- ☐ Dept. of English: Personality Development.
- ☐ Dept. of English: Research Methodology
- ☐ Dept. of English: Communication Skills as FDP
- ☐ Interdisciplinary Seminar: Human Rights by Dr. Anant Bhatnagar, Principal Shramjeevi College, Ajmer & General Secretary PUCL, Rajasthan.
- ☐ Symposium on Role of Higher Education in Combating Extremism by Dr. Ramesh Yadav, Principal Govt. College, Pushkar & Dr. Manoj Awasthi Associate Professor SPC Govt. College, Ajmer.
- ☐ Dept. Of Geography: Geo Political Scenario in South Asia by Dr. Vinod Kumar Bhardhwaj, Directorate Education, Jaipur.
- ☐ Interdisciplinary Seminar: Mental Health & its Awareness & Legal implication by Ms. Yvette Lee, Psychologist and Social Worker, Gandhi Educational Trust, Mumbai.
- ☐ Interdisciplinary Seminar: Demonetization by Mr. A. Raja, Associate Professor Shanti Niketan Ahmedabad.
- ☐ Interdisciplinary Seminar: RBI Functions & its Monetary Policy by Mr. Kunal Ruhar, Research Officer (Dept. of Economics & Policy Research RBI, Jaipur).
- ☐ Dept. Of Computer Science: Seminar on Current IT Trends by Mr. Sudeep Bajaj, HCL Technology, Noida.
- ☐ Seminar on Challenges & Practical Aspects of CBCS by Prof. Sr. Annama Phillip General Secretary of Xavier Board and Former Principal, Stella Maris College, Chennai & Prof. Ordetta Mendonza, Dean of Students and Head, Department of Bio-Informatics, Stella

2.14 Significant Activities and contributions made by IQAC

- ☐ Submission of four Minor Research Projects to UGC.
- ☐ Sanction of three UGC sponsored Minor Research Projects.
- ☐ A two day Workshop on 'Choice Based Credit System' was conducted by Prof. Annama Philip, General Secretary of Xavier Board and Former Principal, Stella Maris College, Chennai and Prof. Ordetta Mendonza, Dean of Students and Head, Department of Bio-Informatics, Stella Maris College, Chennai.
- ☐ Up gradation of Syllabus (Semester I-VI)
- ☐ Publication of 'Motif' International Peer Reviewed Journal of English Studies.
- ☐ Research and innovation was inculcated as a necessary component in curricula.
- ☐ To enhance technical skills among staff and students, "Rajasthan State Certificate of Information Technology" (RSCIT) course was introduced.
- ☐ Regular Outreach Programs are organized to cater to the needs of under privileged and marginalized sections of society.
- ☐ For quality enhancement and infrastructural upgradation of the campus-
 - o Additional PG Block
 - o Additional Solar Power panels for Hostels.
 - o Additional Parking facilities for Students.
 - o Solar Lights on Campus.
 - o Renovation of Basket Ball court

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	Achievements
<i>(Refer to Annexure i for the Action Taken Report of the year.)</i>	

(Refer to Annexure ii for the Academic Calendar of the year.)

2.15 Whether the AQAR was placed in statutory body

Yes ☒ No ☐

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

- ☐ Formation of Board of Management
- ☐ Formation of Academic Council
- ☐ Formation of Board of Studies
- ☐ This session:
 - To enhance technical skills among staff and students, “Rajasthan State Certificate of Information Technology” (RSCIT) course was introduced.
 - Coaching for Competitive/ Civil Service Examinations initiated.
 - Certificate Courses in : Yoga, Dramatics, Self Defense, Aerobics, Tourism, Human Rights, Family Life Education, Personality Development, Bonsai, Vermiculture were introduced.
- ☐ Planning for-
 - M.A. Political Science & Bachelor of Library and Information Science (BLIS) and Skill & Generic Elective Courses.
 - Additional Collaborations & MOU’s with various International & National Colleges, Universities and Bodies of repute.
 - National and International Conferences and Workshops on “Research Methodology” , “Relevance of Gandhi in Post Liberalization India” and “Diaspora, Multiculturalism and Quest for Identity”.

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
Ph.D.	01	-	01	01
PG	04	-	04	04
UG	08	-	08	08
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	11	03	14	14
Others	01	-	01	-
Total	25	01	28	-
Interdisciplinary	12	01	13	13
Innovative	11	-	11	11

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

Pattern	Number of programmes
Semester	12
Trimester	-
Annual	08

- 1.3 Feedback from stakeholders* Alumni ☒ Parents ☒ Employers ☒ Students ☒
(On all aspects)

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

(Refer to **Annexure iii** for Feedback of Stakeholders)

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

Yes, the College follows the UGC guidelines 80% University and 20% College Syllabus.

The following changes have been made to keep in mind

- ☐ Global Competency
- ☐ Employability
- ☐ Relevance for Competitive Examinations for Public Service Commission.

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

<input type="checkbox"/> Rajasthan State Certificate of Information Technology Centre

Criterion – II**2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty:

Total	Asst. Professors	Associate Professors	Professors	Others
25	21	02	02	-

2.2 No. of permanent faculty with Ph.D.:

09

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
04	04	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty:

Ad hoc	Visiting Faculty	Guest Faculty
34	04	04

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	35	-
Presented papers	18	02	-
Resource Persons	-	02	-

2.6 Innovative processes adopted by the Institution in Teaching and Learning:

- ☐ Virtual Learning Techniques
- ☐ ICT enabled classrooms Dissertation (PG students)
- ☐ Power Point Presentations
- ☐ Staff/ Student Exchange
- ☐ MOUs with Universities and Bodies of repute
- ☐ Open Book Tests
- ☐ Pre University tests
- ☐ Group Dynamics
- ☐ Industrial Visits
- ☐ Viva Voce
- ☐ Student Research Projects
- ☐ Educational Trips
- ☐ Continuous Evaluation

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

~195 DAYS

2.8 Examination/ Evaluation Reforms initiated by the Institution:

Reforms initiated by the Institution	
Examination:	Evaluation:
- Continuous Internal Assessment	- Presentations
- End Semester Examination	- Projects
- Multiple Choice Questions	- Viva Voce
- Mercy Exams for Defaulters	- Group Discussions
- Remedial Classes	- Performance Enhancement Tests
- Internal/ External Practical	- Open Book Tests
- Dissertation/Viva	- Quiz
- Due Examination	- Extempore
	- Attendance
	- Class Performance
	- Field Visits and Industrial Surveys
	- Internships

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

Restructuring	Revision	Syllabus Development
17(Head of the Departments)	59(All Faculty)	59(All Faculty)

2.10 Average percentage of attendance of students:

71%

2.11 Course/Programme wise distribution of pass percentage:

(UNIVERSITY Annual Scheme)

Title of the Programme			Total no. of students appeared	Division								
				Distinction %		I		II		III		Pass %
				No.	%	No.	%	No.	%	No.	%	
B.A.		III Year	171	03	1.75	78	45.6	66	38.5	-	-	84.21
BA (Hons)	Eng	III Year	37	-	-	14	37.83	18	48.6	-	-	88
	Eco	III Year	17	-	-	07	41.17	08	47.05	-	-	88.23
B.Com		III Year	128	23	17.96	83	64.84	41	32.03	04	3.12	96.8
B.Sc.		III Year	109	63	57.7	99	90.8	03	2.75	-	-	93.57
BCA		III Year	48	48	100	48	100	-	-	-	-	100
BBA		III Year	42	16	38.09	34	80.95	08	19.04	-	-	100

(Autonomous Scheme)

Title of the Programme		Total no. of students appeared	Division									
			Distinction		I		II		III		Pass %	
			No.	%	No.	%	No.	%	No.	%		
B.A. (I Year)		Semester I	215	23	10.69	116	54	51	23.72	31	14.4	100
		Semester II	213	40	18.77	129	60.7	48	22.33	20	9.22	98.6
B.A. (II Year)		Semester III	162	19	11.72	79	48.8	37	22.83	27	16.7	100
		Semester IV	162	34	20.98	103	63.6	35	21.6	16	9.87	95.07
BA (Hons.) (I & II Year)	Eng	Semester I	32	2	6.25	19	59.4	9	28.12	2	6.25	100
		Semester II	31	2	6.45	23	74.1	6	19.3	2	6.45	100
		Semester III	24	5	20.83	14	58.3	8	33.33	2	8.33	100
		Semester IV	24	1	4.61	19	79.2	3	12.5	2	8.33	100
	Eco	Semester I	22	6	27.27	19	86.4	1	4.54	1	4.54	100
		Semester II	22	4	18.18	16	72.7	4	18.18	1	4.54	100
		Semester III	24	5	20.83	19	79.2	2	8.33	2	8.33	100
		Semester IV	24	13	54.16	20	83.3	1	4.16	2	8.33	100
B.Com(I Year)		Semester I	118	15	12.71	56	47.5	29	24.57	22	18.6	100
		Semester II	116	26	22.41	83	71.6	20	17.24	7	6.03	99.14
B.Com(II Year)		Semester III	104	13	12.5	78	75	21	20.19	3	2.88	100
		Semester IV	103	12	11.65	69	67	24	23.3	9	8.73	100
B.Sc.(I & II Year)		Semester I (B)	63	12	19.04	39	61.9	15	23.8	7	11.1	100
		Semester II	61	20	32.78	51	83.6	6	9.8	0	0	100
		Semester III	54	16	29.62	44	81.5	8	14.81	1	1.85	100
		Semester IV	54	20	37.03	46	85.2	8	14.81	0	0	100
		Semester I(M)	65	20	30.76	47	72.3	8	12.3	7	10.7	100
		Semester II	64	35	54.68	53	82.8	6	9.3	2	3.1	100
		Semester III	65	25	38.46	48	73.8	8	12.3	9	13.8	100
		Semester IV	65	23	35.38	49	75.4	6	9.23	7	10.8	98.46
BCA		Semester I	55	19	34.54	44	80	7	12.72	2	3.63	100
		Semester II	53	22	41.05	48	90.5	5	9.43	0	0	100
		Semester III	48	7	14.58	34	70.8	10	20.83	3	6.25	100
		Semester IV	47	13	27.65	36	76.6	9	19.14	2	4.25	100
BBA		Semester I	42	4	9.52	23	54.8	13	30.95	5	11.9	100
		Semester II	42	6	14.28	25	59.5	11	26.19	4	9.52	100
		Semester III	50	9	18	33	66	8	16	4	8	100
		Semester IV	49	3	6.12	35	71.4	6	12.24	2	4.08	95.91
M.A. English		Semester I	22	0	0	9	40.9	9	40.9	3	13.6	100
		Semester II	21	0	0	10	47.6	9	42.85	2	9.52	100
		Semester III	14	0	0	8	57.1	6	42.85	0	0	100
		Semester IV	14	0	0	10	71.4	4	28.57	0	0	100
M.Sc. Computer Science		Semester I	14	5	35.71	10	71.4	3	21.4	1	7.1	100
		Semester II	14	4	28.57	9	64.3	3	21.4	2	14.3	100
		Semester III	15	10	66.66	15	100	0	0	0	0	100
		Semester IV	15	11	73.33	15	100	0	0	0	0	100
M.Com. ABST		Semester I	9	2	22.22	2	22.2	3	33.33	4	44.4	100
		Semester II	9	2	22.22	9	100	0	0	0	0	100
		Semester III	9	4	44.44	9	100	0	0	0	0	100
		Semester IV	9	8	88.88	9	100	0	0	0	0	100
M.A. Geog.		Semester I	8	4	50	6	75	2	25	0	0	100

	Semester II	8	7	87.5	7	87.5	1	12.5	0	0	100
	Semester III	11	9	81.81	11	100	0	0	0	0	100
	Semester IV	11	9	81.81	11	100	0	0	0	0	100

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

<input type="checkbox"/> Internal Academic Audit <input type="checkbox"/> Interaction with Management <input type="checkbox"/> Suggestions and implementation of Quality enhancement measures <input type="checkbox"/> Interaction with Parents <input type="checkbox"/> Evaluation and Redressal of Parent Feedback <input type="checkbox"/> Interaction with Alumni <input type="checkbox"/> Evaluation and Redressal of Alumni Feedback <input type="checkbox"/> Evaluation and Redressal of Staff Feedback <input type="checkbox"/> Evaluation and Redressal of Student Feedback <input type="checkbox"/> Conducting Seminars and Conferences <input type="checkbox"/> Developing Skill and Generic electives <input type="checkbox"/> Initiating additional collaboration with industries, organisations. <input type="checkbox"/> Facilitating Industry Interface <input type="checkbox"/> Encouraging Faculty Development Programs
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2.13 Initiatives undertaken towards faculty development:

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other Institutions	09
Summer / Winter schools, Workshops, etc.	01
Others: FDP i. Faculty Development Program: <ul style="list-style-type: none"> a. Choice Based Credit System (CBCS) b. Effective Communication for all staff (Module 1 & 2) c. Importance of Value Education in Higher Education 	

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	03	-	-	01
Technical Staff	02	-	-	02

Criterion –III

3. Research, Consultancy and Extension

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

The Institution has a very proactive Internal Quality Assurance Cell which is involved in both quality research and academic growth at the campus. The Cell is sensitive towards the latest research and investigative developments in different fields and work towards the enhancement of the same. In collaboration with the Research and Development Cell it actively organizes many Seminars and Conferences, inviting resource person from different parts of the country & abroad pertaining to their research expertise. The IQAC motivates the faculty members to go in for research projects and publish research papers. The Cell encourages publication of International/National Research Journals and recommends research as an essential component on campus. Research is inbuilt in the curricula to promote capacity development among students for both innovative and integrative thinking, involving advanced academic explorations.

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	-	03	3	-
Outlay in Rs Lakhs	-	6,55,000/-	6,65,000/-	-

ONGOING MINOR PROJECTS:

1. Dr. Monika Kannan, Department. of Geography

Title: *‘Role of Rural Irrigation Techniques and Water Recharge in the Development of Rajasthan (With Special reference to Ajmer District)’*

2. Dr. Atiqa Kelsy, Department. of English

Title: *‘Travelling along Indus: Narration and History’*

3. Ms. Geetika Yadav, Department. of Sociology

Title: *‘The Total Way of Life of ‘Chomos’-the Zangskar Nuns(A Sociological Perspective towards the different dimensions of Karsha , a Nunnery particular to conventional Buddhist monasteries of Zangskar in Himalayan Valley near southern part of Kargil in Jammu and Kashmir)’*

SANCTIONED MINOR PROJECTS:

1. Ms. Asha Sharma, Department of Psychology
Title: 'Exploring the Relationship between Altruism and Emotional, Social and Spiritual Intelligence among Youth of Ajmer City.
2. Ms. Mriganka Upadhyaya, Department of Zoology
Title: 'Assessment of Avian Diversity of certain Satellite Wetlands of Central Aravalli Mountain Ranges of Ajmer, Rajasthan'.
3. Dr. Sunita Siyal, Department of Hindi
Title: 'Naari Uthan Mein Jain Sathitya Ki Bhoomika'

3.4 Details on research publication

	International	National	Others
Peer Reviewed Journal	7	1	-
Non-Peer Reviewed Journal	12	13	1
e- Journal	1	1	-
Conference Proceedings	1	2	-
Chapters in Edited Books	-	3	4

3.5 Details on Impact Factor of publications:

Range Average h-index No. in Scopus

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

Nature of the Project	Duration Year	Name of the Funding Agency	Total Grant Sanctioned	Received (In Rs.)
Major Projects	-	-	-	-
Minor Projects	2015- 2017 (Ongoing)	UGC	6,65,000/-	6,57,500/-
Interdisciplinary Projects	July, 2016- Dec, 2016	Manish Computers, Ajmer (To promote Geospatial Technology and Software Skills to students of Geography and Computer Science Department) Students prepared projects and undertook hands on training.	35,000/-	35,000/-
Industry Sponsored	Oct, 2016 (10 days)	Bharat Computer Vision, Ajmer (Provided training session to selected College students on IT. They provided study manuals and stationery.)	29,500/-	29,500/-
Projects Sponsored by the University/ College	Dec, 2016	Department of Economics in collaboration with Central University, Kishangarh (Conducted Survey and formulated project reports on Mundoti, Sirohi and Bandarsindri Villages)	18,750/- (Grant sanctioned for travel and snacks.)	18,750/-

Students research projects (other than compulsory by the university)	Nov, 2016	Department of Sociology and History undertook field visit and project work on City Palace Museum Trust, Jantar Mantar and Albert Hall, Jaipur	24,000/- (Grant sanctioned for travel)	24,000/-
Any other (Specify)		<p>To instill research culture and encourage quality investigation the College regularly sanctions funds for departmental research works.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Department of Geography <input type="checkbox"/> (<i>Khoj- The International Peer Reviewed Journal of Geography</i>) <input type="checkbox"/> Department of Psychology (<i>Indian Journals for Community Psychology</i>) <input type="checkbox"/> Department of Political Science (<i>Public Affairs & Governance</i>) <input type="checkbox"/> Department of History (Indian Historical Review) <input type="checkbox"/> Department of English (Motifs : An International Journal of English Studies) <input type="checkbox"/> To encourage reading/ research for competitive examinations books were purchased. 		<p>18,112/-</p> <p>1,200/-</p> <p>1,200/-</p> <p>2,000/-</p> <p>2,270/-</p> <p>20,350/-</p>
Total				14,75,362/-

In addition there are numerous facilities made available to the Staff and students for promoting research culture. College provides facilities of well-equipped Central and Departmental libraries, INFLIBNET, Audio-Visual Resources, OPAC, Wi-Fi etc.

3.7 No. of books published (i) With ISBN No. 10 (ii) Chapter in Edited Books 09

(iii) Without ISBN No. 0

Research Papers Published in Edited Books

1. Kannan, M. (2017) Impact Assessment and Analysis of Stress among Working Women (A Comparative Case Study of Males and Females of Ajmer District of Rajasthan). Stress Management. Paramount Publishing House, Hyderabad. ISBN 978-93-85101-35-9
2. Kannan, M. (2016). Innovative Strategies to Enhance Teaching Learning Process in Higher Education. Quality Enhancement in Higher Education: Teaching, Learning and Evaluation (A Collection of Selected Essays presented in the NAAC Sponsored National Seminar) Thoothukudi, Tamil Nadu, South India. 228-241. ISBN: 978-93-5258-865-0.
3. Kannan, M. (2016). Formation of new States in India: Who Prospers Mother or Daughter in Geographical Aspects- Urban Growth: Environmental Challenges and Responsibilities. ISBN: 978-93-83693-89-4

4. Sharma, U. and Satish Kumar (2017), "Plagiarism: An Academic Discourse with Perspective of Academic Dishonesty and Integrity" in 'Emerging and Innovative Technology Application in Libraries and Information Centers' Ed. By Roshan Lal et al. pp. 70-75. Ashirwad Publication, Jaipur. (ISBN- 978-81-904396-9-5).
5. Upadhyay, M (2016). Avian Diversity of Kishor Sagar Wetland, Kota, Rajasthan: Recent Consequences in Environmental Conservation and Sustainable Development. ISBN: 978-93-84-385-21-7.
6. Hussain, M. (2017). Yoga: An Effort to Protect and Preserve Youth. Stress Management: A Structural Approach for Organizational Growth. Paramount Publishing House. 48-56. ISBN: 978-93-85101-35-9.
7. Yadav, S. (2016). Innovative Strategies to Enhance Teaching Learning Process in Higher Education. Quality Enhancement in Higher Education: Teaching, Learning and Evaluation (A Collection of Selected Essays presented in the NAAC Sponsored National Seminar) Thoothukudi, Tamil Nadu, South India. 228-241. ISBN: 978-93-5258-865-0.
8. Prakash, V. (2017) Impact Assessment and Analysis of Stress among Working Women (A Comparative Case Study of Males and Females of Ajmer District of Rajasthan). Stress Management. Paramount Publishing House, Hyderabad. ISBN 978-93-85101-35-9
9. Yadav, G. (2017). An Overview of Buddhism as a Human Centered Religion in Manav Adhikar Mudde & Chunotiyan. ISBN: 978-93-81005-32-3.
10. Bhargava, R (2016). An Approach for Efficient Knowledge Mining with the Application PRM. ISBM: 978-819-329-6639.

3.8 No. of University Departments receiving funds from

UGC-SAP	<input type="text" value="-"/>	CAS	<input type="text" value="-"/>	DST-FIST	<input type="text" value="-"/>
DPE	<input type="text" value="-"/>			DBT Scheme/Funds	<input type="text" value="-"/>

3.9 For College

Autonomy	<input type="text" value="-"/>	CPE	<input type="text" value="-"/>	DBT Star Scheme	<input type="text" value="-"/>
INSPIRE	<input type="text" value="-"/>	CE	<input type="text" value="-"/>	Any other (Specify)	<input type="text" value="-"/>

3.10 Revenue generated through consultancy

- ☐ The College has been offering honorary consultancy services in a variety of areas ever since its inception in 1959. The College Management along with its Staff is involved in contributing services to the needy and marginalized sections of the society through evening classes and extension lectures. The Staff as consultants conduct workshops/seminars/knowledge sessions hands on training/to people from different educational institutions, government and non- governmental organizations interacting with people of all age groups. They are immensely benefitted by their subject expertise, career guidance and counselling extended by the staff. The College promotes sharing knowledge for mutual benefit of the Institution, Industry and neighbourhood.
- ☐ Adult Education
- ☐ Evening Classes for Needy Children

- ☐ Participatory Rural Appraisal
- ☐ Outreach and Extension Activities
- ☐ Personality Development

The Major areas are:

- ☐ Environment Conservation
- ☐ Health and Hygiene
- ☐ Community Welfare
- ☐ Child Counselling
- ☐ Self Help Groups
- ☐ Research and Innovation
- ☐ Soft Skills
- ☐ Human Rights
- ☐ Life Skills
- ☐ Family Life Education
- ☐ Marriage Counselling
- ☐ Spiritual Enhancement
- ☐ Prison Ministry
- ☐ Wholeness and Well being
- ☐ Value Education
- ☐ Skill Development
- ☐ Culture and Heritage
- ☐ Women Empowerment
- ☐ Legal Aid
- ☐ The following staff members are working in various areas of expertise -
 - Prof. Sr. Serena provides consultancy services as spiritual and emotional healing courses for the distressed.
 - Dr. Sr. Pearl imparts skill based education to inculcate health and hygiene among rural community and family planning benefits to the women folk of the region.
 - Prof. Sandra Lee is engaged in providing Personality Development, Communication skills and Self Grooming Sessions to the hitherto sidelined sections through extension camps.
 - Dr. Mrs. Jyoti Chandel has created a substantial impact among the youth by taking Human Rights Education sessions at various schools
 - Dr. Monika Kannan has been enthusiastically involved in taking Career advancement and Counselling sessions at various coaching institutes and renowned government platforms.

- Mrs. Persis Latika Dass being a strong Gandhian follower is involved in spreading the Gandhian message of peace amongst various sections of the society.
- Mrs. Mriganka Upadhaya has been involved in Ornithology and therefore conducts Nature conservation drives and helps organize a Bird Fair in the city.
- Ms. Divya Mishra and Ms. Sumita Gurnani take regular evening classes for villages adopted by the College to reach to the destitute population of Ajmer.
- Mrs. Asha Sharma being a Psychology expert gives Mentoring and counseling sessions to Adolescents.
- Dr. Sunita Siyal inculcates knowledge of basic Hindi among the youth who have lost touch with our rich Hindi language through short class modules.

3.11 No. of Conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	
Sponsoring agencies	-	-	-	-	Every Department of the Institution regularly organizes Conferences/ Seminars

College Level Conferences organized by the Institution

- Ms. Leena Upadhyaya an ex-student, member of the IQAC, Managing Director LPA, Singapore and consultant Global Director- Strategic Alliances and Partner Development - Asia conducted a Seminar on 'Personality Development and Opportunities to Study Abroad'.
- A Two day Workshop on 'Choice Based Credit System' was conducted by Prof. Annamma Phillip, General Secretary of Xavier Board and Retired Principal Stella Maris College, Chennai and Prof. Ordetta Mendonza, Dean of Students and Head, Department of Bio-Informatics, Stella Maris College, Chennai.
- A Seminar for Election awareness titled, 'Rajasthan Development Dialogue' was conducted by Mr. Guetta, IAS, OSD, State Finance Commission, Jaipur.
- The IQAC Committee of the College participated in a Seminar on CBCS at IIS University, Jaipur.
- Fr. Nobert Menezes SJ an eminent educationist conducted a Seminar on 'The Relevance of Value Education for Higher Education.'
- A Seminar by Ms. Karys Harbour, School of Oriental and African Studies, University of London on 'How to write a Research Paper' was organized by the Department of English.
- A Seminar on Human Rights was organized by Department of Political Science.
- A One Week Self Defence Workshop for First Year students was organized by the College.
- An Interdisciplinary Seminar was conducted by Mrs. Persis Latika Dass, Department of History, on 'Renaissance Literature, Music and Art'.

3. 12 No. Of Faculty Served As Experts, Chairpersons or Resource Persons

Faculty	Served As Experts, Chairpersons Or Resource Persons
Mrs. Sandra Lee	-Was as an Expert for the Inter Diocesan English Debate Competition at St. Anslem's Senior Secondary School. -Was a Judge at the Drama Festival at Mayoora School, Ajmer. -Delivered a session on English Language Teaching for II Grade Teachers at Teachers' Training College, Mirshali, Ajmer.
Dr. Jyoti Chandel	- Was a Subject Expert for International Relations at Mayo College. -Delivered a session on Human Rights at Sophia Girls' College, Ajmer. -Delivered a session on Indo-Pak Relations for II Grade Teachers at Teachers' Training College, Mirshali, Ajmer.

Mrs Deepmala Singhal	-Was a Subject Expert for Practical Examinations in Physics at D.A.V College and Ajmer Institute of Technology, Ajmer.
Mrs. Mriganka Upadhaya	-Was a Subject Expert for Practical Examinations in Zoology
Dr. Sandhya Kalera	-Was a Subject Expert for Practical Examinations in Botany
Dr. Monika Kannan	-Was a Plenary Speaker at National Conference on 'Population, Development and Environment Sustainability with Special Reference to Central India' organized by Shri Krishnaji Rao Pawar Government P.G College, Dewas (M.P) on Women Empowerment: Challenges and Prospects. -Delivered a session on Geography of Rajasthan for II Grade Teachers at Teachers' Training College, Mirshali, Ajmer.
Mrs. Persis Latika Dass	-Delivered a session on 'Gandhi and the Indian National Movement' for II Grade Teachers at Teachers' Training College, Hatundi (Ajmer). -Delivered a session on 'Ancient Ganika: An Enigma for Modern India' at the National Conference on History at JNVU, Jodhpur and also chaired a session at the ICHR Conference.
Mrs. Neha Sharma	-Delivered a session on 'Information Technology and its Use' for II Grade Teachers at Teachers' Training College, Hatundi (Ajmer).
Mrs. Madhumita Hussain	-Delivered a session on 'Yoga Techniques' at MDS University, Ajmer.
Mr. Raman Tiwari	-Was a Speaker for ICAI, Ajmer Branch and undertook a session on Accounting and Finance. -Is an Expert for PF Audit, Tax Audit, ESE, Statutory Audit and Internal Audit at HMT, Govt. Engineering College, Govt. Women Engineering College, Apna Bazaar, DB Corp, Hyundai and ISOLEX COURSIAN (Spain) for Kishangarh Toll Plaza.
Mr. Satish Kumar	-Delivered a session on 'Information and Communication' at the Department of Library Sciences, MDS University, Ajmer. -Delivered a session on 'Library Maintenance' at MDS University, Ajmer.
Ms. Sumita Gurnani	-Was as a resource person at a local Institution of Ajmer and delivered a session on 'Learning Strategies of Accounts and Commerce'.
Dr. Anu Bharadwaj	-Was a Subject Expert for Practical Examinations in Botany at S.P. C Government College, Ajmer.
Dr. Ritu Bhargava	-Chaired a session at the International Conference organized by Springer on Computer, Communication and Computational Sciences (IC4S) at Aryabhata College, Ajmer. -Chaired a session at the International Conference organized by Springer on Computer, Communication and Computational Sciences (IC4S) at Rajasthan Vidhyapeeth, Udaipur.
Mrs. Shubha Chaturvedi	-Was a Resource person and delivered a session on 'Information Technology' for II Grade Teachers at Teachers' Training College, Mirshali, Ajmer.

Ms. Manu Panwar	-Was a Resource person and Trainer for Sports Development Authority at the Intercollegiate Tournaments, Ajmer.
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3. 13 No. of Collaborations: International National Any other

3. 14 No. Of Linkages Created During This Year

☐ The Institution has a Linkage with Singapore Institute of Management, Singapore.
(To foster global competency among the students, a visit was organised.)

☐ The Institution has a MoU with British Council.
(The British Council organized a 'Training the Trainers Workshop' for the Staff of Sophia to develop and enhance their phonetics, make teaching pedagogy more effective and inculcate better communication skills.)

☐ To encourage the use of Information Technology among students and Staff a Government Sponsored linkage was established with Rajasthan State Certificate Course in Information Technology (RSCIT).

☐ To promote social well-being and community welfare, the Institution has 'Social Initiatives and Rural Participatory Programmes' with:

- Mahila Kalyan Mandal Sansthan, Chachiyawas, Ajmer.
- Mahila Vikas Pradhikaran, Rajasthan Government
- Central Jail, Ajmer
- Disha-Roman Catholic Diocesan Social Service Society (RCDSSS), Ajmer.
- Mother Teresa Home for the Destitute, Ajmer
- Mother Teresa Home for the Destitute, Jaipur
- Mother Teresa Home for physically handicapped children, Jodhpur
- St. Francis Nursing Home, Ajmer
- AIDS Hospice, Kanahkeri, Ajmer District
- Asha Bhawan, Day care Centre for Children with Special Needs at Madar, Ajmer

- Foster Home for children from dysfunctional families, Narbadkhera, Ajmer
 - Badhir Vidhyalaya, Ajmer
 - Naari Niketan, Home for destitute women, Ajmer
- ☐ To promote industrial exposure and an experience of corporate culture the College has linkages with:
- HDFC Bank
 - ICICI Bank
 - Kotak Mahindra Bank
 - IDBI Bank
 - Toshniwal Industries, Ajmer
 - Hindustan Machine Tools Limited, Ajmer
 - Saras Dairy, Ajmer
 - Parle G, Ajmer
 - Vijay Bakery, Ajmer

3.15 Total Budget For Research For Current Year In Lakhs:

From Funding agency	13,86,862/-
From Management of University/College	88,500 /-
Total	14,75,362/-

3.16 No. of Patents received this year

Types of Patent		Number
National	Applied	-
	Granted	
International	Applied	-
	Granted	
Commercialized	Applied	-
	Granted	

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
-	-	-	-	-	-	-

3.18 No. of Faculty from the Institution who are Ph. D. Guides

02

And students registered under them

14

- ☐ **Ph.D Guide: Dr. Monika Kannan (Department of Geography)**

-Institution: Mahrishi Dayananad Saraswati University, Ajmer and Bhagwant University, Ajmer

1. Mr. Kuldeep Vaishnav (Ongoing)
2. Mr. Sunil Tiwari (Ongoing)
3. Mr. Shrawan Gour (Ongoing)
4. Ms. Pinky Vaishnav (Ongoing)
5. Mr. Sanjay Singh Rawat (Ongoing)
6. Mr. Hemant Swaroop Mathur (Ongoing)
7. Ms. Madhu Devi (Ongoing)
8. Mr. Meet Singh (Ongoing)

□ **Ph.D Guide: Dr. Ritu Bhargava (Department of Computers)**

-Institution: Mahatma Jyoti Rao Phule Institute, Jaipur

1. Ms. Garima (Ongoing)
2. Mrs. Neha Sharma (Ongoing)
3. Mr. Praful Chand Naruka (Awarded)
4. Mr. Prakash Singh Kanwar (Awarded)
5. Mr. Pooran Singh (Awarded)
6. Mr. Bhupendra (Awarded)

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

None

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

JRF

02

SRF

-

Project Fellows

-

Any other

-

1. Ms. Madhu Devi

Title: Inter District Water Sharing Disputes in Rajasthan- Analysis of Potential and Prospects of Bisalpur Dam Project.

2. Meet Singh

Title: Prostitution: A Canopy of Organized Human Trafficking Webs: An Ethnographic Study of Community Based Human Trafficking in Tonk District of Rajasthan.

3.2.1 No. of Students participated in NSS events:

University Level

-

State Level

-

National Level

03+10+40

International Level

-

- ☐ 3 students participated in the Pre Republic Day Camp, Chandigarh.
- ☐ 10 students participated in National Integration Camp, HP.
- ☐ 40 students participated in National Youth Festival at Rohtak, Haryana.

3.2.2 No. of Students participated in NCC events:

University Level	-	State Level	06+05
National Level	06	International Level	-

National Level:

- ☐ 06 Students Participated in the Pre Republic-Day Camp

State Level:

- ☐ 6 Students Participated in Combined Annual Training Camp at Bhilwara
- ☐ 5 Students Participated in IGC Camp, Jaipur.

3.2.3 No. of Awards won in NSS

University Level	-	State Level	-
National Level	-	International Level	-

3.2.4 No. of Awards won in NCC

University Level	-	State Level	-
National Level	-	International Level	-

3.2.5 No. of Extension Activities organized

University Level	-	Conference Forum	15
NSS	10	NCC	03
		Any Other	02

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

Extension Activities:

Social Welfare and Community Service is a part of the Vision and Mission of the Sophian Institution. The College is continuously geared to work for the upliftment of the girl child and the empowerment of women and the marginalized sections of the society. Through its various curricular/extra-curricular activities, the various forums aim at extension, community welfare and service learning. Different techniques such as rural appraisal programs, folk lore, folk songs, dialogues, recreational activities, interactive and participatory programmes, group discussion and rallies are used by the Institution to create awareness among masses about their rights, access to information, exploitation, discrimination, employment opportunities and government welfare programs.

- NSS: The motto of NSS '**NOT Me But You**' reflects the essence of democratic living and selfless service initiatives undertaken at Sophia. It inculcates the spirit of voluntary work among students and teachers through sustained community service.
 - Every evening NSS voluntaries teach approximately 200 children from the nearby financially weak families at the campus for at least an hour. The student volunteers diligently and persistently give their best to guide and coach both regular as well as drop-out students.
 - The NSS volunteers train and help the underprivileged children to showcase their talents at an Annual Program organized for their families in the College Auditorium.
 - All NSS Volunteers teach in the nearby Government school for 100 days.
 - An AIDS Awareness Camp in collaboration with CMHO and Health Department was organized to spread public awareness and ensure safety.
 - 10 students went to Himachal Pradesh to attend the National Integration Camp.
 - To promote outreach and extension service among the youth, students participated in a Rally on World AIDS Day and Girl Child Day.
 - Sadhbhawna Diwas was celebrated by the NSS students on 20th August.
 - 40 students participated in National Youth Festival at Rohtak, Haryana

- Approximately 50 Students participated in a Blood Donation Camp organized by the Red Cross Society, Ajmer.
 - A Socio Economic Survey was conducted to Mundoti , Sirohi and Bandersindiri.
- NCC: This unit aims at "**Duty and Discipline**" inculcating the spirit of voluntary service through sustained community interaction. It is a link between the campus and community, knowledge and action.
- The NCC Cadets attend an Combined Annual Army Training Camp
 - At the National Level, 6 students participated in the Pre Republic Day Camp
 - 05 Students Participated in the IGC Camp at Jaipur.

Institutional Social Responsibility

Sophia College believes not only in academic excellence but also in creating awareness among students towards Institutional social responsibility. The College aims at making students, social catalysts to bring about a change in society. As an active agent of social change, our Institution takes on voluntary actions in the creation of a culture of social responsibility in society through a myriad of activities that address both our own competitive interests & welfare of the society.

- **Women Empowerment:** The College focuses on making the women financially independent by offering various skill based and add courses.
- The Institution offers various Add-on and Skill based courses on Campus to help prepare the youth for job and growth opportunities in the competitive market.
Courses on
 - Needle work
 - Jewellery Designing
 - Beauty Culture
 - Vermiculture
 - Bonsai
 - Flower Making
 - Baking and Confectionery
 - Personality Development
 - Human Rights
 - Family Life education
 - Travel and Tourism
 - They are also taught entrepreneurship and advertising skills to market their business.
 - A State sponsored Legal Cell on the campus with a legal advisor has been set up under the auspices of Mahila Vikas Pradhikaran.
 - The Institution has an active Women Development Cell to address the issues related to gender disparity.

- The College faculty escorted the College students to view the following women centric movies '*Dangal*', '*Pink*'.
- The various forums also screen documentaries and value based movies in the College home theater.

□ **Social Sensitivity:**

- The College Students visited Bunabhai, Bandiya and Bhopo Ka Bada (All adopted villages). They organized nukkad nataks, rallies and social awareness campaigns.
- The College organized a drive on 'How to act during medical emergency situation' in collaboration with JLN Medical College.
- To sensitize the public about women security issues in contemporary times, a Candle March was organized outside the Collector's Office.
- To make students and society sensitive and aware towards the rising number of Breast Cancer Patients in India, a session was organized by Dr. KumKum Singh, President of Breast Cancer Association.
- To ensure safety and promote welfare in the society, a Road Safety Campaign was organized by the Rajasthan Transport Organization, Ajmer at Campus.
- To shore up the integral wellness of elderly, the students of Good News Group, went to Jodhpur as an outreach extension Programme. To make the students perceptive of the pains and plight of Old Age and Children with Special Needs, the students were taken to the Mother Teresa's Home, Jodhpur.
- The College in collaboration with Disha-Ahaar, financially contributed towards providing food to the needy twice a week.
- To promote both Physical and Mental well being, the College students were taken for the movie '*Dangal*' and "Mother Teresa".
- To explore and understand the history and culture of the Rajasthan, a visit was organized to the historical monuments of Jaipur.
- To generate awareness and familiarize students with village culture, a Socio Economic Survey was organized by the Dept. of Geography to Beer Village, Ajmer. The students undertook hands-on training at the village community centre for making handicrafts and wood work. They also learnt rural water conservation techniques and value of simple living.

□ **Free Education:**

- Education is the greatest investment that parents can offer to their wards. The basic cost incurred on educating a child is so high that it becomes difficult for poor people to provide necessary educational materials to their wards.

- Keeping this in mind, the students from the Science department every year visit a nearby village and donate books and clothes to the poor and needy.
- The College is very considerate towards the marginalized and deprived sections of the society. To help their children educate, it offers fee concessions, no interest loans to its workers, free admission and education for workers' children. Additional leaves are sanctioned to the employees who are sick and in need.
- To contribute to the vision and mission of the government the College runs a campaign to educate the youth living in nearby areas organizing various quizzing, mind grilling, dancing, music and more such activities under its umbrella. The College students regularly go to teach students of Government school in the vicinity.

□ **Environment Protection:**

- The College has built up an independent power generation system, which includes Solar power plant, Bio Gas plant and Rainwater Harvesting system. In addition the College provides the surplus solar power to the Government as a social responsibility.
- As an initiative to make the world a greener place, the College often organizes a couple of Tree Plantation Drives. The purpose of initiative is to grow more and more trees in the campus and surrounding areas.
- Under the Swachh Bharat and Smart City Campaign, Clean India, the College organizes cleanliness drives in the campus and adopted villages.
- The College conducted a 'Pollution Check Campaign' for the student and staff vehicles in collaboration with the Pollution Control Board.

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	9.9 acres	-	-	9.9 acres
Class rooms	36	11	College Fund	46
Laboratories	16	0	College Fund	16
Seminar Halls	01	01	College Fund	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		<input type="checkbox"/> CC TV Camera(16) <input type="checkbox"/> Computer and Printer(--+03) <input type="checkbox"/> Solar Panel(20) <input type="checkbox"/> Furniture <input type="checkbox"/> AC's(3) <input type="checkbox"/> Canon Printer(01) <input type="checkbox"/> Solar Lights(17)	College Fund	
Value of the equipment purchased during the year (Rs. in Lakhs) <input type="checkbox"/> CC TV Camera <input type="checkbox"/> Computer and Printer <input type="checkbox"/> Solar Panel <input type="checkbox"/> Furniture <input type="checkbox"/> AC's <input type="checkbox"/> Canon Printer <input type="checkbox"/> Solar Lights		2,60,052/- 8,87,200/- 20,00,000/- 1,18,566/- 5,65,800/- 2,25,000/- 4,30,000/-	College Fund	
Others <input type="checkbox"/> Spectrophotometer <input type="checkbox"/> PH meter <input type="checkbox"/> Digital balance <input type="checkbox"/> Centrifuge <input type="checkbox"/> Compound Microscope <input type="checkbox"/> Haemocytometer <input type="checkbox"/> Galvanometer and Ammeter <input type="checkbox"/> Galvanometer and Voltmeter <input type="checkbox"/> Series LCR Circuit <input type="checkbox"/> RC Circuit		40,000/- 12,500/- 18,000/- 13,000/- 70,000/- 10,000/- 19,800/- 20,100/-	College Fund	

<input type="checkbox"/> Study OP Amp		12,000/-		
<input type="checkbox"/> Psychological Apparatus		7,200/-		
		9,600/-		
		40,000/-		

4.2 Computerization of administration and library

Computerization of Administration:

- ☐ College Website(<http://www.sophiacollegeajmer.in>)
- ☐ SMS alerts
- ☐ ICT enabled Smart Classrooms
- ☐ ICT enabled Seminar rooms
- ☐ Staff and Student Bio-metric Attendance
- ☐ Online Admission Forms
- ☐ Wi Fi Enabled Campus
- ☐ Internet facility available through LAN on all the computers within the campus
- ☐ Fully automated office and College administration with ERP Network Resource Centre
- ☐ Fully Computerized Examination Cell
- ☐ Data Entry of University Results of last three years
- ☐ Data Entry of Semester Exam Results under Autonomous scheme

Computerization of Library:

- ☐ Fully automated library with ERP(Enterprise Resource Planning). The housekeeping operations, circulation, cataloguing are fully computerized.
- ☐ Library has a separate E-Resource Centre.
- ☐ Online access of E-journals, E-books and other E-resources provided by the “N-List Consortium” of INFLIBNET Centre, Gandhinagar.
- ☐ Wi Fi facility is available in the library premises.
- ☐ Bar Coding of the Library
- ☐ Photocopy Facility

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	33284	4573625.00	338	137802.00	33622	4711427.00
Reference Books	4451	764344.00	18	4815.00	4469	769159.00
e-Books	100000+	5000.00	3035000+	5750.00	3135000+	10750.00
Journals	21	28755.00	03	800.00	24	28756.00
e-Journals	4000+	5000.00	2000+	5750.00	6000+	10750.00
Digital Database	-	-	-	-	-	-
CD & Video	-	-	217	Complementary	217	Complementary
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	200	140	03	04	04	10	32	07
Redundant	32	30	-	-	-	-	2	-
Added	43	30	0	4	1	0	8	0
Total	211	140	3	8	5	10	38	07

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

- ☐ Basics and Advanced Computer Course for Staff and Students
- ☐ Training on ERP upgradation for Staff and Students.
- ☐ Orientation for Internal access, Library automation , Browsing Centre
- ☐ To promote Geospatial Technology and Software Skills among students of the Geography and Computer Science Dept. Students prepared projects and undertook hands on training.
- ☐ Training session for selected College students on IT was organized and they were provided with study manual and stationery.

4.6 Amount spent on maintenance in lakhs :

i) ICT	8,54,645/-
ii) Campus Infrastructure and facilities	24,10,417/-
iii) Equipments	1,59,438/-
iv) Others	2,99,233/-
Total :	37,23,733/-

Criterion – V**5. Student Support and Progression****5.1 Contribution of IQAC in enhancing awareness about Student Support Services**

The IQAC aspires to enhance awareness about the student support services through the following:

- ☐ There is a Sophia Students Association, in which there are Student Representatives from each class, the Deputy Head Girls of each faculty act as link between the students of the college, the student representatives and the IQAC.
- ☐ There are two student representatives as members in the IQAC who act as a liaison between the student community and the Management.
- ☐ The college has the following important cells which help, aid and support students as and when the need arises:
 - Grievance Redressal Cell.
 - Anti-ragging Cell.
 - Sexual Harassment Prevention Cell.
 - Women Development Cell.
- ☐ The students are made aware of these cells through daily assemblies,. Orientation programmes, Tag Boards and through word of mouth.
- ☐ The college has a suggestion box facility where in the students can place their suggestions/grievances (anonymously) as & when needed and immediate action is taken thereafter.

5.2 Efforts made by the Institution for tracking the progression

- ☐ Tracking the students through SMS alerts.
- ☐ Messages are sent to parents regarding short attendance, internal and external marks,PTMs and fees.
- ☐ Regular meetings with stake holders.
- ☐ Compilation of database of meritorious and high achievers.
- ☐ Counselling of slow learners.
- ☐ Extra classes.
- ☐ Remedial classes.
- ☐ Written assignments.
- ☐ Continuous Academic Evaluation
- ☐ Group Teacher System

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1706	106	07	-

(b) No. of students outside the state

43

(c) No. of international students

-

Men	No	%	Women	No	%
	04	0.26%		1922	99.73%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1088	82	37	249	1	1457	1160	93	36	267	01	1812

Demand ratio: 1:1.2

Dropout % : 4.7

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

- ☐ The College provides subsidized coaching for UPSC entrance exam and has organized various seminars on current affairs and relevant topics.
- ☐ The Departments of Political Science, History and Sociology organised a Symposium on 'Role of Higher Education in curbing Extremism'.
- ☐ College also offers an Add-On Course in French language.
- ☐ There are regular Quiz Competitions held by different departments.
- ☐ The college organized lectures by eminent speakers from various fields like Armed Forces, Entrepreneurs, Management, Political Science, History, Sociology, Economics.

No. of students beneficiaries

~550

5.5 No. of students qualified in these examinations

NET	-	SET/SLET	-	GATE	-	CAT	0
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	09

5.6 Details of student counselling and career guidance

- Students of MA English were acquainted with career opportunities in Journalism through a seminar conducted by Ms. Shefali Martins on Editorial and Feature writing
- Ms. Leena Upadhyay, an Alumni of the College gave talk on the prospects of studying and doing Internships abroad.
- An International Development and Training Programme was conducted in collaboration with Singapore Institute of Management wherein eight students visited Singapore along with three faculty members.
- An army officer from Nasirabad Cantonment addressed the students regarding careers in the Armed Forces.
- Literary Forum organized a seminar on Research Methodology by Dr. Lalit Sharma, Assistant Professor, Banasthali University.

- ☐ A Workshop on 'Personality Grooming and Interview types and Skills' was conducted for the final year students.
- ☐ A guest lecture on Rural Development by Dr. M. S. Rathore was organised to enthuse students about career options in the rural sector.
- ☐ Personality Development programme was organised by the Department of English.
- ☐ A workshop on 'Effective Study Techniques for competitive exams' by Mr. Robin, St. Stephens College, Delhi was conducted.
- ☐ A seminar by experts from the IBS was organised by the Commerce Department.
- ☐ Students went for an industrial visit to Shree Cement, Beawar.
- ☐ Education fair 'STAMBH 2017' was organised in the college in which 14 different universities participated.
- ☐ Nine students of the Economics Department attended Synergy Fest at St. Xaviers, Jaipur.

No. of students benefitted

~810

5.7 Details of campus placement

<i>On Campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	106(TCS) +120(Concentrix)	04(TCS) 62(Concentrix)	04

5.8 Details of gender sensitization programmes

- ☐ The Women Development Cell of the college along with the NSS and other departments organize activities and seminars/workshops all round the year to sensitize the students regarding gender.
- ☐ The movie PINK was screened and a follow up discussion was held.
- ☐ Family Life Education Programme is conducted to highlight the evils of abortion.
- ☐ Human Rights Seminar was conducted highlighting Women's rights.
- ☐ Poster Competition was organised on The Evil of Female Infanticide.
- ☐ Women Development Cell organised a talk on 'Breast Cancer' which was followed up by free medical check-up for staff and students.
- ☐ NSS volunteers create awareness among the people of the villages about educating the girl child, evils of child marriage, female foeticide through Nukkad Nataks, Posters and one to one meetings.
- ☐ Students of the Home Science Department organised an Entrepreneurial Bonanza to inculcate skills of resourcefulness and financial independence.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from Institution	41	6,39,400/-
Financial support from government	35	4,94,500/-
Financial support from other sources	39	1,14,500/-
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

- ☐ In collaboration with department of social work central university, department of economics visited three villages – Bandarsindri, Mundoti, Sirohi and donated more than five hundred books to develop community library.
- ☐ Tree plantation in Kankariya village.
- ☐ Awareness campaigns and Rallies.
- ☐ Every day, NSS volunteers tutor the economically weak students from the surroundings areas from 4:00 to 5:00 pm.
- ☐ Approximately 45 NSS students tutor students from class I to VIII in Government schools of Mirshali, Kankariya and Bhopo ka Bada.
- ☐ Spread cleanliness awareness through Swachta App in the city.

5.13 Major grievances of students (if any) redressed:

-The Institution has a Grievances Redressal Cell. The Cell caters to all student issue on the campus. Since many students requested for better parking facilities, the parking lot was extended with the construction of additional parking sheds.

-On the suggestions of the girls, the canteen was renovated and additional sit outs were constructed near the Library and Commerce Block. The menu was also revamped according to the students' taste. As the College has been hosting the Inter Collegiate Women Tournaments for the past few years, Kabaddi and Kho-Kho fields were renovated.

-Since the students were unable to access e-resources as they had to submit research projects and assignments, an e-resource lab was set up in the Central Library.

Criterion – VI**6. Governance, Leadership and Management****6.1 State the Vision and Mission of the Institution**

The Congregation of the Mission Sisters of Ajmer (a Sisterhood of Indian women) imbued with the love of Christ and inspired by Mary - Seat of Wisdom - the role model of all women, are committed to work in the field of Higher Education and to uplift the girl child and thus empower her by providing a holistic development to make an effective contribution to the community, society and nation.

Knowledge is a continuous quest at Sophia

We are committed to:

- Inspire young women to achieve academic excellence.
- Teach discernment so that our students think for themselves and think correctly.
- Encourage and recognize talent in individual students.
- Create awareness that education is a continuous quest.

Socially we work towards:

- Preparing young women for their role in the future as career women, wives and mothers.
- Fostering a team spirit and encouraging a sense of responsibility and self- discipline.
- Stressing on individual development bearing in mind the changing needs of society.
- Creating an atmosphere of respect and concern for the welfare of students.
- Moulding young girls into mature, responsible, just and empowered women.
- Teaching them to adjust to the changing social milieu while not forgetting the traditional values.
- Sensitizing them to reach out to the marginalized and the underprivileged.

Spiritually we aim at:

- Leading them to know GOD through the pursuit of truth and knowledge of self.
- Exposing them to values that are eternal.
- Nurturing them to become beacons of light and ambassadors of harmony.

6.2 Does the Institution have a Management Information System

Yes the college has a Management Information System, which is used through the following:

1. Enterprise Resource planning implemented through the examination portal.
2. Administrative procedures including finance are regularly maintained and audited.
3. Examination Procedures: University examination conducted and records maintained only for III year students and due papers
4. Under the autonomous scheme: Continuous Internal Assessment (CIA), End Semester exams were successfully organized for semester I-IV.
5. Three PTMs were organised to update the parents regarding their ward's progress.
6. Orientation program is conducted for the parents and fresher's at the beginning of the session to inform them about the vision and mission of the college.
7. Student admission records are maintained along with their personal details, attendance records, class performance records, co-curricular and extra - curricular records.

Others: Annual report, Records of clubs and fora, merit holders, prize winners, staff notice book and departmental profile are maintained

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

6.3.1 Curriculum Development

- ☐ Syllabi updated according to the latest trends.
- ☐ The curriculum is designed in keeping in mind the demands of the corporate sector and employability.
- ☐ Board of Studies (BOS) meetings were conducted and a minimum of 3 external BOS members were present along with all the Heads and members of departments.
- ☐ The second Academic Council and Board of Management meeting were conducted. Most of their suggestions were absorbed and implemented.

6.3.2 Teaching and Learning

1. The institution is working for the enhancement of teaching and learning environment. In this directions the following efforts were made:
 - a. Easy access to resource centre and library
 - b. Guest Lectures / symposium, seminars were organised
 - c. Educational tours, outreach programs, internship , socio – economic survey, industrial visit, entrepreneurial bonanza, visit to World Book Fair, screening of inspirational movies

6.3.3 Examination and Evaluation

University Examination were conducted for III year students under the Annual Scheme

Besides University Examination the College conducts the following for the Autonomous students:

- ☐ End Semester Examination
- ☐ Continuous Internal Assessment
- ☐ Internal and External Practicals
- ☐ Due Papers
- ☐ Mercy Examination
- ☐ Dissertation
- ☐ Class Performance
- ☐ Viva Voce
- ☐ Projects
- ☐ Open Book Test
- ☐ Research Assignments

6.3.4 Research and Development

Refer to Criterion III

6.3.5 Library, ICT and physical infrastructure / instrumentation

To foster the academic environment amongst students and staff members; the following Library, Information Communication Technology and infrastructure facilities are provided:

- ☐ Wi-Fi
- ☐ Xerox Facility
- ☐ INFLIBNET Services (N-LIST Consortium for accessing e-resources)
- ☐ Bar coded library
- ☐ Automated circulation of books
- ☐ Computers & projectors for every department
- ☐ College Website
- ☐ Extension of reading room in the Library
- ☐ Departmental Libraries
- ☐ Knowledge Centre
- ☐ Conference Room
- ☐ Seminar Room
- ☐ Separate Examination Cell
- ☐ Multipurpose Hall
- ☐ UG & PG laboratories
- ☐ Separate Staff room

6.3.6 Human Resource Management

- FDP was conducted on CBCS
 - Prof. Sr. Annamma Phillip (Stella Maris College, Chennai)
 - Prof. Ordetta (Stella Maris College, Chennai)
- Feedback from staff, students and parents
- Regular staff meetings
- Notice book & Duty register is maintained
- Staff welfare Schemes for academic, non academic staff and students are already existing in the institution.
- Grievance cell for the students
- Annual salary hike for staff members.
- Regular guidance and counselling sessions for students
- Provision to appraise the merit holders
- Financial help to economically weak students

6.3.7 Faculty and Staff recruitment

- 04 - Permanent Teaching Faculty
- 12- Adhoc Staff
- 01- Administrative Staff
- 02- Technical Staff
- 2-Maintenance Staff

6.3.8 Industry Interaction / Collaboration

- With Red Cross (Blood Donation Camp).
- Barefoot College, Tilonia.
- R. K. Marbles Kishangarh.
- Saras(Milk) Dairy,Ajmer.
- Parle G. (biscuit) factory.
- Toshniwal Industries.

6.3.9 Admission of Students

- ☐ Online admission for undergraduate and postgraduate programs were done
- ☐ Institution has a transparent admission policy based on the norms laid down by the University and the Directorate of College Education

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> - Reduction of workload for research work and infant care - Academic leave - Seed money - Sabbatical leave - Paid leave - Staff picnics
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Non teaching	<ul style="list-style-type: none"> - Interest free loans - Medical care - Free ships and scholarships for wards of the staff
Students	<ul style="list-style-type: none"> - Scholarships - PTMs - Book exhibition - Entrepreneurial bonanza by Home Science Department - Educational tour - ICCC - Spiritual retreat - Fashion Show - College fete - Music club - Screening of Inspirational movies

6.5 Total corpus fund generated

No

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	-	Yes	-
Administrative	Yes	-	Yes	-

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

For UG Programmes: Yes

For PG Programmes: Yes

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

- ☐ Successful second year of autonomy
- ☐ Up gradation of examination cell with six members
- ☐ Separate grievance committee that looks into grievance regarding examinations

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

Efforts made by university to promote autonomy

- ☐ University faculty members are BOS members examiners and evaluators for the institution

6.11 Activities and support from the Alumni Association

- The institution has an active and vibrant alumni association which meets on regular basis to discuss ways and means to address the needs of the alma- mater and to contribute for the same.
- The institution also hosts batch wise alumni meets(chapter wise).
- Many of the alumni contribute as Resource persons and as judges for various College activities.
- They offer Career Counselling for services like the Mental Health Profession, the Corporate Sector, Media, Armed Forces and other careers avenues.
- The alumni also sponsors and provide scholarships to academically bright but economically weak students.

6.12 Activities and support from the Parent – Teacher Association

- ☐ 3 PTMs were organized by the institution where teachers provided feedback to the parents about their wards performance in the area of curricular, co- curricular and behavioural aspect.
- ☐ Parents during an orientation session extended their whole hearted support to autonomy.
- ☐ Suggestions were taken into consideration given by the parents for further improvement.
- ☐ Parents cooperate to uphold the values instilled by the institution.

6.13 Development programmes for support staff

- ☐ Special training sessions were organised to the support staff members to perform their respective duties.
- ☐ They are also encouraged to study further along with their jobs.
- ☐ Spiritual enrichment sessions are held on the campus, to morally and spiritually strengthen the individuals.
- ☐ College organised maintenance staff day to enhance the bonding.
- ☐ On the occasion of Maintenance staff day a special lunch is hosted by the college authorities.

6.14 Initiatives taken by the Institution to make the campus eco-friendly:

- ☐ Annual tree audit
- ☐ Bird audit
- ☐ Solar power plant
- ☐ Kitchen garden
- ☐ Environmental studies as a compulsory paper in Under Graduation
- ☐ Swachh Bharat Rally
- ☐ Vermi Compost pit
- ☐ Biogas plant
- ☐ Medicinal garden

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.

- ☐ Upgradation of syllabus
- ☐ Increased use of modern ICT assisted teaching –learning methods.
- ☐ Regular meetings were held for BOS, BOM, Academic Council and Finance Committee.
- ☐ The College subscribed to more Research Journals to further enhance the research aptitude among staff and students.
- ☐ Library database was updated.
- ☐ Staff and students were encouraged to participate and present papers at National and International Seminars / Conferences / Workshops.
- ☐ This year UGC sanctioned 3 Minor Research projects of Staff Members.
- ☐ Educational tours were organized by each department on the basis of which class projects were given to the students to inculcate habit of research at UG level.
- ☐ Field visits are an integral part of the curriculum.
- ☐ Industrial visits – Geography Dept., Commerce Dept. etc.
- ☐ The students and staff visited Singapore Institute of Management and Nanyang Technological University, Singapore.
- ☐ **Academic**
 - ☐ Remedial classes for weak students
 - ☐ Preparation of students for civil services and for other competitive exams.
 - ☐ Academic calendar for internal and external exams schedule and cocurricular activities.
 - ☐ Internal Academic and Administrative Audit.
 - ☐ RSCIT was introduced as a short term course.
 - ☐ New staff members were appointed in Examination Cell
 - ☐ In addition to CIA, and End Semester Exams, Mercy Exams were conducted for students who were absent.
 - ☐ Marks have been set aside for PPT, Paper Presentations, Extempore, Field Trips, Viva Voce and attendance.
 - ☐ A two wheeler rally of staff and students in the City was undertaken in collaboration with the District Administration to create awareness regarding traffic rules and civic sense.
 - ☐ Different rallies were conducted by the NSS and NCC.
 - ☐ Nukkad Nataks were organized by NSS in schools and villages to promote girl child education in remote areas.

- ☐ **Admissions**
 - ☐ Online admissions.
 - ☐ SMS alerts
 - ☐ E –file system
 - ☐ Solar panel on hostel roof to reduce conventional power dependency.
 - ☐ New practical assignments have been introduced in science stream.
 - ☐ Lectures and interactive sessions with distinguished alumni.
 - ☐ Career Counselling in various fields.
 - ☐ Retreat by spiritual gurus to enhance spiritual quotient of students.
 - ☐ Outreach programmes by various departments
 - i) Good News Group – Visited Home for Physically Challenged children in Jodhpur
 - ii) Physics Department – Mother Teresa House for Destitute, Ajmer
- ☐ Value Education Courses.
- ☐ **Environmental education** – students are made aware of environmental issues by teaching Environmental Studies as a compulsory part of curriculum.
- ☐ **ERP** (Enterprise Resource Planning) – It is one of the administrative systems with all information integrated in a single secure database shared by all the departments. It is an online source of communication between staff and administration.

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

Refer Annexure i

7.3 Give two Best Practices of the Institution (*please see the format in the NAAC Self-study Manuals*)

TITLE- CENTRE FOR SOCIAL ACTION

ACTIVITIES: Helping the Homeless and the destitutes

Objective – In a world filled with injustice and complex challenges, we need people who are committed to making a difference in the lives of people, that's precisely where a social worker comes in. The sense of social service comes out of kindness of the heart and depends largely upon character. Though the first and foremost duty of a student is learning, he/she cannot neglect society. Social service provides our students with opportunities for hands on learning and working experiences. Outreach programmes aim to improve the quality of life of the disadvantaged sections of society. It helps in elevating the living condition of the poor, disabled children, elderly women and depressed sections of society. One of the objectives of social service is to link people with resources, services and opportunities.

The context- Indian society has traditionally been strongly patriarchal and hierarchal. The presence of caste system has made Indians rank and status oriented. There are three great contrasts between traditional India, modern high –tech., India and westernized India. . India has a complex and

multifaceted social system. Given the vast diversity of Indian society any observation cannot apply to all Indians. Access to wealth and power varies considerably. The poor and wealthy live side by side in urban and rural areas. Gender distinctions are pronounced.

Keeping all these facts in mind there is a dire need of activities like outreach programmes, social service, and Institutional responsibility schemes to promote equality between rich and poor, between men and women.

This will help improve the quality of life of the disadvantaged section of society. Students can play an important role in awakening public opinion against social evils like drug addiction, casteism, dowry system and gender bias by taking out processions or organizing seminars.

The practice-Community service engages young people with their community. It seeks to bring campus and community together in partnership to share resources, meet community needs and help to educate people. Students and faculty from different departments organize various outreach programmes under their clubs and forums.

- The Good News Group organizes visits to different places like schools, hospitals, prisons etc to interact with and help people in need.
- Students of NSS and NCC also visit nearby schools and villages. They organize Nukkad Nataks' to generate awareness and provide free education to the children.
- The Principal and Vice Principal of the College personally take interest in community service and take volunteers to different organizations and Institutions for physically challenged people and mental health clinics besides visiting the inmates of the Central Jail on a regular basis.
- The Department of Physics organizes an outreach programme every year wherein each student of the department contributes some amount and other articles for donation.
- Blood Donation camps are also organized by the NSS volunteers every year.
- To shore up the integral wellness of elderly, the students of Good News Group, went to Jodhpuras an outreach extension Programme. To make the students perceptive of the pains and plight of Old Age and Children with Special Needs, the students were taken to the Mother Teresa's Home, Jodhpur.
- The College in collaboration with Disha-Ahaar, financially contributed towards providing food to the needy twice a week.
- Education is the greatest investment that parents can offer to their wards. The basic cost incurred on educating a child is so high that it becomes difficult for poor people to provide necessary educational materials to their wards.
- Keeping this in mind, the students from the Science department every year visit a nearby village and donate books and clothes to the poor and needy.
- To contribute to the vision and mission of the government the College runs a campaign to educate the youth living in nearby areas organizing various quizzing, mind grilling, dancing, music and more such activities under its umbrella. The College students regularly go to teach students of Government school in the vicinity.

Evidence of success- “Service to man is service to God”. Student life is the most appropriate time for social service. It provides opportunities to the students to serve society, and an opportunity to utilize their education and sensitivity to improve the lives of others. The students develop an understanding of working with people of diversity: including age, race, ethnicity, religion etc without discrimination. The students experience is invaluable and they want to encourage other students to extend themselves to yield a helping hand.

Countless children get the guidance and support they need in order to lead a healthy and fulfilling life they deserve. Students work closely with their clients to help them discover new and innovative ways to resolve or cope with the challenges they face in life thereby giving them the knowledge, skills and empowerment they need in order to improve their circumstances and overall life.

Problems encountered and resources required- We live in a materialistic society and a concept of social work in this society is a bit challenging. Students need to be guided properly towards community service as they might consider it as a waste of time. Volunteers may sometimes find it difficult to deal with their own beliefs and superstition. Time and finance is also sometimes a limitation to social service.

TITLE- ENHANCEMENT OF SPIRITUAL QUOTIENT (SQ) THROUGH ASSEMBLY AND RETREATS

OBJECTIVE- the importance of spirituality has been historically neglected in education. For many decades the world has put great stock in the Intelligence Quotient (IQ). The higher the IQ, the belief went, the greater the intelligence and therefore the higher the success one could expect. But now a new dimension to human intelligence has been recognized.- the Spiritual Quotient (SQ) this is the intelligence involved in questions about the meaning of life and ultimate values. Spiritual wisdom develops our concern for others, our concern for Mother Nature and it improves our conscious effort to make a positive contribution to society. Devoid of the potential to nurture values, education loses its heart and soul.

Sophia College constantly strives towards the wholesome development of personality which is fundamental for responsible decision making in case of moral conflicts.

The Context – The concept of SQ is fast emerging as the next big aspect of scientific study, as it directly correlates to a person’s awareness and consciousness. SQ is as important as IQ and EQ. While IQ looks at cognitive intelligence, Emotional Quotient (EQ) looks at the emotional power and SQ looks at the spiritual power of a person to be creative and be aware and insightful.

The Practice- Spirituality brings depth to an individual's approach and perspective towards leading a more meaningful life. With this belief our Institution adopts the following practices to enhance the SQ of young minds of the College.

1. The College has a group called the “Good News Group”. Together these students organize special prayer meetings and other activities to enlighten others spiritually.

2. Students go for National and International Youth Festival to attend Retreats which help them to rejuvenate their lives.
3. Daily theme based assembly is an integral part of the daily routine.
4. Annual Retreats are organized in the campus in which priests and preachers are invited to de-stress the students. They also teach them how to deal with the daily challenges of life and help them build up their self-esteem.
5. Each and every event in the College begins with a prayer service to seek god's blessings.

All these practices help us in developing our SQ and it is the spirituality which makes things easier for us, to go through life's journey with all its ups and downs.

Evidence of success- In today's era filled with hatred and insensitivity, perhaps a little dose of understanding about our own spiritual dimension would do us all some good. Though we have made leaps in progress but are we really happy? Here is where spirituality helps us to find an inner peace of mind. As an outcome of spiritual education we are able to cope with modern problems of loneliness, lack of human values, insecurity etc. it helps us to perform better in all the roles we have to undertake in our daily lives.

Problems encountered and resources required- As humans the only thing we are busy doing is proving our worth. Each one of us is trying to be better than others and have destroyed ourselves in the rat race. At times it becomes difficult to convince people that spirituality can help them come out of their false beliefs about success and satisfaction in life.

Regular classes, internal assessments and other College activities sometimes become a constraint and becomes a hurdle in our spiritual growth.

7.4 Contribution to environmental awareness / protection

- ☐ Biogas plant in the hostel
- ☐ Organic manure used in campus.
- ☐ Vermi compost pit.
- ☐ The college produces 48 KW of solar energy.
- ☐ Each and every year a number of trees are planted on the college campus and adopted areas. The saplings are donated by staff, students and the forest Department.
- ☐ Some students and teachers use cycle as their transportation.
- ☐ Green landscaping with trees and plants.
- ☐ Best out of Waste Competitions are held in which students are encouraged to use the waste material.
- ☐ Nearly 100% of college appliances run with the help of solar panels.
- ☐ The energy from the biogas plant is used for cooking in the college hostel.
- ☐ Rain Water Harvesting system ensures that no water is wasted and the watertable has risen in the past few years.

7.5 Whether environmental audit was conducted?

Yes

☐

No

☒

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

(Refer to Annexure iv for SWOT Analysis)

8. Plans of Institution for next year

The institution plans to introduce:

- ☐ M.A (Political Science) and Bachelor in Library and Information Science.
- ☐ Air conditioning of the College Auditorium.
- ☐ New green house in front of the chapel.
- ☐ New staff and student parking.
- ☐ New collaboration with ISRO and IIT Mumbai
- ☐ Solar Street Lights.
- ☐ Renovation of toilets in the college and hostel.
- ☐ Planning for National / International Conferences/ Seminars/Workshops.
- ☐ New Memorandum of Understanding
- ☐ GIS Lab.
- ☐ Faculty Development Programmes and Exchange Programs.

List of Annexures

- i. Action taken Report
- ii. Academic Calendar
- iii. Feedback
 - a. Student
 - b. Parents
 - c. Alumni
 - d. Employers
- iv. SWOT Analysis

ACTION TAKEN REPORT (ATR)*(Annexure i)***PLAN OF ACTION BY IQAC****2016-17**

PLAN OF ACTION	ACHIEVEMENTS
1. To disseminate specialised knowledge and skills and to provide opportunities for life long learning.	<ul style="list-style-type: none"> -On the 2nd July'16, the College had its first Parent Teacher meeting to explain to the parents the rudiments and importance of autonomy and to emphasize the role of Add on Courses in the holistic development of students. -On the 4th July, the Staff was formally introduced to the student body, subject orientation, as well as career options available were given to the students. -This was followed by a Talent Hunt for all the fresher's. -In the month of July, the Psychological Forum organized a Chart/Poster Making Competition for its I year students. -The II and III year students visited Dayanand Bal Sadan, Ajmer, a children's orphanage, to conduct case studies as part of their academic programme. -They also visited 'Minu Manovikas Vidhyalaya' at Chachias managed under the aegis of Rashtriya Mahila Kalyan Mandal (RMKM), for the same. -A Workshop on Dramatics was conducted by Mr. Neeraj Kadela, an eminent theatre personality in the month of August. -From 2nd to 4th Sept, sixteen students of the Economic Planning Forum participated in various competitions held under 'Synergy 2016' at St. Xavier's College, Jaipur. -On 7th Sept, one hundred and twenty five students of the Economic Planning Forum visited the villages of Mundoti, Sirohi and Bandrasindri to conduct a socio-economic survey in collaboration with Central University, Rajasthan. -On 7th Sept the students of the Economic Planning Forum donated more than five hundred books to set up a central library in the village Bandarsindri. -In the month of November, students as part of the Geography Educational Trip visited Chandigarh, Kullu, Manali, Rohtang and Shimla. -With the objective of generating the spirit of entrepreneurship, the Home Science Dept organized an 'Entrepreneurial Bonanza', a compulsory activity for all the students where they put up stalls showcasing their ingenuity and resourcefulness. -On 15th October 2016, the students of Commerce visited Shree Cement Ltd., Beawer. The students got a chance to gain practical knowledge about the working of a business house. - The Home Science students were taken for a visit to a Play School as part of their academic programme. -On the 7th of December, 'Spectrum' the Dramatic Club of the College held the audience spellbound with their brilliant dramatization of George Bernard Shaw's romantic comedy 'Arms and the Man.' - Our College hosted 15 events on the first day of ICCF. -Our College won the General Championship at the Cultural Fest for the 3rd consecutive year. -To inculcate a love for reading, students accompanied with staff members went to the World Book Fair at Delhi for three days in the month of January 2017. -The Annual English Debate was held on the 18th January .Twenty Seven participants expressed their views in a very lucid and persuasive manner on the topic "In modern times, morals are imposed by law and not by conscience."

	<p>-The Annual Hindi Debate was conducted on the 21st September, 2016. Thirteen speakers debated on the topic "Social media shikashan sansthayon par haavi hai".</p> <p>-Add on Courses for Personality Development, Yoga, Jewellery Designing, Instrumental Music, Self Defence, Aerobics, Vermi-culture and Bonsai, Travel and Tourism, Fine Arts, RSCIT-Rajasthan State Certificate in Information Technology were conducted by the respective resource persons.</p> <p>-Lyceum, the students of Political Science, History and Sociology were taken for a field trip to Jaipur where the City Palace Museum Trust organized a guided tour around the City Palace by the Chief Curator. The students also visited Jantar Mantar and Albert Hall.</p> <p>-As an attempt to incorporate creativity with the nature of the discipline, a Bag Making Competition was organized for the II year students. Similarly a Poster and Chart making and a Non-working model making competitions were organized for the II and III year students respectively.</p> <p>-The Department of Geography offers M.A. and M.Sc. courses as well and the students visited Ajmer Development Authority (ADA) to observe and update themselves regarding the nuances pertaining to Urban Planning Process.</p> <p>-The students of the Dept. of English presented papers on Colonialism and Post Colonialism; Modernism and Post Modernism; Kitchen Sink Drama; Gerard Manley Hopkins-Priest and Poet and The Generation of the Angry Young Man.</p> <p>- PG students of the Dept. of English presented Power Point Presentations on the objectives and chapterization of their dissertations which will be submitted in April.</p>
2. To provide greater opportunities of access to higher education with equity to all.	<p>-The Second year of autonomy began on the 1st of July with an invocation to the Almighty and an orientation for the Freshers.</p> <p>-On the 2nd we had our first Parent Teacher meeting to explain to the parents the rudiments and importance of autonomy and to emphasize the role of Add on Courses in the holistic development of students.</p> <p>-On the 4th July the Staff was formally introduced to the student body and subject orientation and career options available were given to the students.</p> <p>-This was followed by a Talent Hunt for all the freshers.</p> <p>-Regular classes began for the 1st year and the End Semester Results were declared for the Second Semester. -The mark sheets were handed over to the parents at a specially organized meeting.</p> <p>-Declaration of results for the PG classes and the readmission was done on the 9th of July.</p> <p>-Freshers' Day was celebrated with zest and vigour on the 30th of July.</p> <p>-August was a month packed with academic, curricular and co-curricular activities.</p> <p>-CIA – I and CIA – II were conducted for I and II Year Students</p> <p>-There was an Open Book Test for all the Final year students. Nominations to the Sophia Students Association were held on the 16th August and results were declared.</p> <p>-The Class Representatives, Games Captain and Deputy Head Girls of the Faculties were solemnly installed on the 20th of August.</p> <p>-This was followed by a Skit Competition, Games dances and a mini fete to celebrate Sophians' Day.</p> <p>-Maintenance Staff Day was celebrated on the 23rd December to appreciate the efforts of our helpers in keeping the campus spotlessly clean and assisting at all functions. Without their conscientious and concerted efforts so many activities would be impossible.</p>

3.To achieve personal fulfilment(spiritual)	<p>- "Spirituality can release blocks, lead you to ideas, and make your life artful. Sometimes when we pray for guidance we're guided in unexpected directions." (Julie Cameron)</p> <p>- The Good News Group aims at the spiritual and emotional growth of the students.</p> <p>- The group conducts Special Assemblies, Prayer Meetings, Quiz and various other competitions.</p> <p>- The group celebrates important days and conducts Outreach Programs.</p> <p>- In July the students participated in Power 2016, an International Youth Festival in Kerala.</p> <p>- In August the members participated in a Calligraphy Competition.</p> <p>- As 2016 was the 'Year of Mercy' the members of the group visited the Central Jail.</p> <p>- They dramatized the life of St. Mother Teresa, the angel of mercy.</p> <p>- In October, members went for another Youth Camp in New Delhi.</p> <p>- In January another members attended a Youth Convention at Madar, Ajmer.</p> <p>- The students attended a Spiritual Renewal Retreat in the College itself.</p> <p>- The animator, Fr. Bobby advised the participants to take delight in the Lord and His blessings will follow. He gave the students seven steps which they can follow to lead a Happy Life.</p>
4.To develop international collaboration and promote excellence in global higher education	<p>In a world which is now a global village collaboration with institutes of repute is essential for the promotion of excellence in higher education.</p> <p>The College collaborates with the following institutes/industries:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Scandinavian International School, Norway <input type="checkbox"/> Singapore Institute of Management <input type="checkbox"/> Nanyang Technical University, Singapore <input type="checkbox"/> British Council, New Delhi <input type="checkbox"/> People's Watch, Chennai <input type="checkbox"/> Rajasthan State Certificate Course in Information Technology (RSCIT) <input type="checkbox"/> Mahila Kalyan Mandal Sansthan, Chachiyawas, Ajmer <input type="checkbox"/> Mahila Vikas Pradhikaran, Rajasthan Government <input type="checkbox"/> Central Jail, Ajmer <input type="checkbox"/> Disha-Roman Catholic Diocesan Social Service Society (RCDSSS), Ajmer <input type="checkbox"/> HDFC Bank <input type="checkbox"/> ICICI Bank <input type="checkbox"/> Kotak Mahindra Bank <input type="checkbox"/> IDBI Bank <input type="checkbox"/> Toshniwal Industries, Ajmer <input type="checkbox"/> Hindustan Machine Tools Limited, Ajmer <input type="checkbox"/> Saras Dairy, Ajmer <input type="checkbox"/> Parle G, Ajmer <input type="checkbox"/> Vijay Bakery, Ajmer <input type="checkbox"/> Mother Teresa Home for the Destitute, Ajmer <input type="checkbox"/> Mother Teresa Home for the Destitute, Jaipur <input type="checkbox"/> Mother Teresa Home for Physically Handicapped Children, Jodhpur <input type="checkbox"/> St. Francis Nursing Home, Ajmer <input type="checkbox"/> AIDS Hospice, Kanahkeri, Ajmer District
5.To improve quality and promote academic reforms.	<p>- On the 2nd July we had our first Parent Teacher meeting to explain to the parents the rudiments and importance of autonomy and to emphasize the role of Add on Courses in the holistic development of students.</p>

	<ul style="list-style-type: none"> - The End Semester Results were declared for the second Semester. The mark sheets were handed over to the parents at a specially organized meeting. - Another PTM was held on the 28th January at which the End semester Results for Sem. I and III, were announced. - Besides the Annual Prize Giving, Mini Prize Giving ceremonies were held on the 8th and 9th February wherein approximately 800 students were awarded for their achievements in Academics, Curricular and Co-curricular activities. <p><u>Seminars and Workshops</u></p> <p>The following Seminars and Workshops were conducted by various departments during the academic year:</p> <ul style="list-style-type: none"> -On the 4th July a seminar titled, 'Rajasthan Development Dialogue' was conducted by Mr Guetta, IAS, OSD, and State Finance Commission. -A Seminar on Human Rights was conducted on the 10th of August. -A two day Workshop on 'Choice Based Credit System' was conducted by Prof. Annamma Phillip, General Secretary of Xavier Board and retired Principal Stella Maris College, Chennai and Dr. Ordetta Mendonza, Dean of Students and Head, Department of Bio-Informatics, Stella Maris College, Chennai. -A one week Self Defence Workshop for Second Year students was held from the 12th of August. -Ms. Leena Upadhyaya, an ex-student and member of the IQAC and Consultant, Singapore Institute of Management, Singapore and Scandinavian International School, Norway, conducted a seminar on 'Personality Development and Opportunities to Study Abroad' on the 24th of August. -A Seminar was conducted on the 23rd of September for the Department of English by Karrys Harbour, B.A School of Oriental and African Studies, University of London, PGCE from University of Exeter on 'How to write a Research Paper'. -An Interdisciplinary Seminar was conducted by Mrs. Persis Latika Dass, Department of History, on 'Renaissance Literature, Music and Art' on 24th of August. -On the same day, members of the IQAC attended a Seminar on CBCS at IIS University, Jaipur. -Fr Nobert Menezes an eminent education consultant addressed the staff at a seminar on 'The Relevance of Value Education for Higher Education'. -Twenty Lecturers attended a UGC sponsored National Seminar at Shri Ratanlal Kanwarlal Patni Government P. G. College, Kishangarh on 'Character Building and Personality Development'. -Three lecturers attended a UGC sponsored Orientation Course at MDS University, Ajmer. -Two lecturers completed a Refresher Course at Mohanlal Sukhadia University, Udaipur and MDS University Ajmer.
6.To encourage, initiate and strengthen research and innovation.	<ul style="list-style-type: none"> -On the 4th July a seminar titled, 'Rajasthan Development Dialogue' was conducted by Mr. Guetta, IAS, OSD, and State Finance Commission. -On 8th August, the academic forum of Political Science, Sociology and History, invited Dr. Anant Bhatnagar an active member of the PUCL for a talk on Human Rights. -A one week Self Defence Workshop for Second Year students was held from the 12th of August. -In the Month of August, a two day Workshop on 'Choice Based Credit System'

	<p>was conducted by Prof. Annamma Phillip, General Secretary of Xavier Board and Retired Principal Stella Maris College, Chennai and Dr Ordetta Mendonza, Dean of Students and Head, Department of Bio-Informatics, Stella Maris College, Chennai.</p> <p>-Ms Leena Upadhyaya, an ex-student and member of the IQAC, conducted a seminar on 'Personality Development and Opportunities to Study Abroad' on the 24th of August.</p> <p>-An Interdisciplinary Seminar was conducted by Mrs Persis Latika Dass, Department of History, on 'Renaissance Literature, Music and Art' on 24th of August.</p> <p>-On the 24th Aug, members of the IQAC attended a Seminar on CBCS at IIS University, Jaipur.</p> <p>-A Seminar was conducted on the 23rd of September for the Department of English by Karrys Harbour, a foreign student from United Kingdom on 'How to write a Research Paper.'</p> <p>-More than twenty students attended a National Workshop on 'Emotional Literacy' from 23rd – 24th September. The workshop was conducted by Dr Dean Van Leuven, Founder President, World Emotional Literacy League, USA.</p> <p>-Fr Nobert Menezes an eminent education consultant addressed the staff at a seminar on 'The Relevance of Value Education for Higher Education.'</p> <p>-The students had an invigorating interactive session with Ms Yvette Lee, Counsellor and Social Worker with Mahatma Gandhi Education Society, Mumbai on 'Mental Health Awareness.'</p> <p>-On 10th December, the PG students of the Geography Department attended a National Seminar on 'Global Environmental Changes: Health and Society' held at DAV College, Ajmer.</p> <p>-In the month of December, two lecturers attended a Refresher Course at Mohanlal Sukhadia University, Udaipur and MDS University Ajmer.</p> <p>-On 10th Jan, a talk on 'Demonetization' by Dr. A. Raja, Assistant Prof., Shanti Business School, Ahmedabad.</p> <p>-Twenty Lecturers attended a UGC sponsored National Seminar at Shri Ratanlal Kanwarlal Patni Government P G College, Kishangarh on 'Character Building and Personality Development'.</p> <p>-Three lecturers attended a UGC sponsored Orientation Course in the month of Feb' 17 at MDS University, Ajmer.</p>
7.To provide low cost high quality university education for students.	<p>"The world is a book, and those who do not travel read only one page," so said St. Augustine.</p> <p>-To cultivate a wander-lust and to impart a new vigour to the mind, the College encourages the students to travel.</p> <p>-From 26th Sept.. 6 girls and 3 faculty members attended a one week Exchange Programme to Singapore Institute of Management where they were introduced to the intricacies of corporate life. They also visited industrial units and prepared reports on the same.</p>

	<p>-The Good News Group members spent the 2nd of October at Mother Teresa's Home for Children with Special Needs at Kuri, Jodhpur.</p> <p>-The students spent time with the children and were deeply touched by the experience. They came back with a profound awareness of being blessed so as to lead normal lives amongst their loving families.</p> <p>-In the month of October, students as part of the Geography Educational Trip visited Chandigarh, Kullu, Manali, Rohtang and Shimla.</p> <p>-On 15th October 2016, the students of Commerce visited Shree Cement Ltd., Beawer. The students got a chance to gain practical knowledge about the working of a business house.</p> <p>-From 10th to 17th December, 100 students accompanied by the Vice-Principal, Sr. Pearl and Sr. Rani went on an Educational Tour to Jim Corbett National Park and Nanital.</p> <p>-George R.R. Martin said, "A reader lives a thousand lives before he dies. The man who never reads lives only once."</p> <p>-To inculcate a love for reading, students and staff members went to the World Book Fair at Delhi for three days in the month of January 2017.</p> <p>Add-on-Courses and Certificate Courses</p> <p>-The self is not something readymade but something in continuous formation through choice and action, said the famous educationist John Dewey.</p> <p>-As soon as College opened in the new session we began work in earnest. Besides regular classes, Add on Courses for Personality Development, Yoga, Jewellery Designing, Instrumental Music, Self Defence, Aerobics, Vermi-culture and Bonsai, Travel and Tourism, Fine Arts, RSCIT-Rajasthan State Certificate in Information Technology were conducted by the respective resource persons.</p> <p>-A Workshop on Dramatics was conducted by Mr. Neeraj Kadela, an eminent theatre personality in the month of August.</p> <p>-A Family Life Education Certificate Course was conducted for the final year students. Dr. Sr. Melba from the St. Francis Hospital and Dr. Sr. Pearl shared their expertise and counselled the girls on the reality of married life and the joys and challenges of parenthood.</p> <p>Women Development Cell</p> <p>-The WDC in collaboration with the NSS, Psychological Forum and Home Science Association organized an informative lecture on 'Mental Health: Its Awareness and Legal Implications' by Ms. Yvette Lee, an alumni, and presently working as a lecturer, social worker and counsellor in Mumbai.</p> <p>-Members of the WDC also prepared monthly wall magazines on Great Women Leaders, Writers as well as famous quotations by and on women.</p> <p>Management Forum</p> <p>-The Department of Management, in keeping with the demands of the corporate sector, encourages group presentations by its students throughout the year.</p> <p>-A Talk on 'Demonetization' given on Jan'10, 2017 by Dr. Abhay Raja.</p>
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	<p>Economic-Planning Forum</p> <ul style="list-style-type: none"> -From 2nd - 4th Sept' 2016, nearly sixteen students of the Forum participated in various competitions held under 'Synergy 2016' at Jaipur. -On 7th Sept' 2016 one hundred and twenty five students visited the villages of Mundoti, Sirohi and Bandrasindri to conduct a socio-economic survey in collaboration with Central University Rajasthan. -On the same day the students donated more than five hundred books to set up a central library in the village Bandarsindri. -On 10th Jan' 2017 the students attended a seminar by Dr. Abhay Raja on 'Demonetization.' <p>Prakriti -The Geography Forum</p> <ul style="list-style-type: none"> -As an attempt to incorporate creativity with the nature of the discipline, a Bag Making Competition was organized for the II year students. -Similarly a Poster and Chart Making and a Non-working Model Making Competition were organized for the II and III year students respectively. -The Department of Geography offers M.A. and M.Sc. courses as well and the students visited Ajmer Development Authority (ADA) to observe and update themselves regarding the nuances pertaining to Urban Planning Process. -The PG students also attended a National Seminar on 'Global Environmental Changes: Health and Society' 10th December 2016 held at DAV College, Ajmer. <p>Lyceum</p> <ul style="list-style-type: none"> -The academic forum of Political Science, Sociology and History, invited Dr. Anant Bhatnagar an active member of the PUCL for a talk on Human Rights. -Lyceum also organized a Symposium on 'Role of Higher Education in curbing Extremism.' Distinguished speakers constituted the panel and their talk was followed by an open house discussion. -Students of I and II year attended an ICHR and UGC sponsored National Conference titled 'History Reconstrued through Literature: Nation, Culture and Identity' from 1st – 2nd February 2017 at Jai Narayan Vyas University, Jodhpur. <p>Sophian Psychological Forum</p> <ul style="list-style-type: none"> -The objective of the forum is to inculcate the pragmatic and vocational understanding of the subject among its students. -In the month of July 2016, the forum organized a Chart/Poster making competition for its I year students. -More than twenty students attended a National Workshop on 'Emotional Literacy' from 23rd – 24th September 2016. -The workshop was conducted by Dr Dean Van Leuven, Founder President, World Emotional Literacy League, U.S.A. - They also had an invigorating interactive session with Ms.Yvette Lee on 'Mental Health Awareness.' -The II and III year students visited Dayanand Bal Sadan, Ajmer, a children's orphanage, to conduct case studies as part of their academic programme. -They also visited 'Minu Manovikas Vidhyalaya' at Chachiyawas managed under the aegis of Rashtriya Mahila Kalyan Mandal (RMKM), for the same.
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	<p>Home Science Forum</p> <ul style="list-style-type: none"> -With the objective of generating the spirit of entrepreneurship, the Dept organized an 'Entrepreneurial Bonanza', a compulsory activity for all the students where they put up stalls showcasing their ingenuity and resourcefulness. -Students were taken for a visit to a Play School as part of their academic programme. <p>Commerce Forum</p> <ul style="list-style-type: none"> -The Commerce Forum organizes activities for B Com and M Com students. -On 10th January 2017, the forum conducted a seminar for the students on Demonetization. -They got a clear understanding of the concept as well as understood the positive as well as negative effect of it on the economy. -This valuable talk was given by Dr. Abhay Raja, Assistant Prof., Shanti Business School, Ahmedabad. <p>The Literary Forum</p> <ul style="list-style-type: none"> -The Literary Forum organized two seminars for the students of literature. -One was on "Renaissance Literature, Music and Arts". -The second on "How to write a research paper." -The Third seminar was entitled "The First World War and its Impact on Literature." -The students presented papers on Colonialism and Post Colonialism; Modernism and Post Modernism; Kitchen Sink Drama; Gerard Manley Hopkins-Priest and Poet and The Generation of the Angry Young Man. -PG students presented Power Point Presentations on the objectives and relevance of their dissertations. -The forum also organized Essay and Movie Review competitions. -IT Club organized a workshop on Interior Designing in collaboration with Arena Multimedia, Ajmer.
8.To preserve what is authentically Indian in our culture and spiritual heritage.	<ul style="list-style-type: none"> -The College inculcates patriotism in the students and emphasizes the need to preserve their Indian identity. -At the Daily assemblies there are spiritual readings and religious hymns and bhajans. -Every class presents a thought and a value for the day besides updating the girls about the latest international and national news. -Independence Day is celebrated with much fervour beginning with the hoisting of the national Tri-Colour, speeches and inspiring nukkad natak. -The wall magazines are dedicated to national celebrations. -Republic Day is also celebrated with gusto. -The Home Science Association dedicates one day to celebrate the glorious costumes and cuisine of India. -The Home Science Association has also depicted the costume and cuisine of

	<p>festivals of India.</p> <ul style="list-style-type: none"> -The College Fashion Show has separate rounds to showcase the Bridal, Ethnic and Regional wear of our country. - At important occasions like Freshers' Day, Teachers' Day, Sisters' Day, Maintenance Staff Day various classical, folk and regional dance forms of India are choreographed by the girls. -At the various value education sessions the mentors emphasize the importance of eternal values and advise the students to follow the Indian tradition like respect for nation, family, elders, nature, flora, fauna, culture and history.
To contribute to National Development and Consciousness	<ul style="list-style-type: none"> -A troupe of students from the North East who had come to participate in the MDS University, Ajmer Cultural Fest Octave exposed the students to the brilliant, colourful cultural heritage of the Seven Sister States of the North East. -Students were taken to the theatre to watch the hard hitting film 'PINK' in the month of September in January students were shown 'Dangal'- a movie celebrating the achievement of the girl child. This was followed by a discussion and movie review competition. <p>NSS</p> <ul style="list-style-type: none"> -Sophocles the great Greek dramatist said, "to be doing good deeds is man's most glorious task." -The College has two vibrant NSS Units under the able guidance of two NSS officers- Dr. Sr. Rani and Ms. Divya Mishra. -Their activities began in earnest from the 5th July as 250 under privileged children from the neighbourhood started coming to the College for an hour's freecoaching conducted by the NSS volunteers. -On the 7th July an Orientation was conducted for the 1st year students to make them aware of the activities of the NSS. -On the 5th of August the NSS volunteers were escorted by their officers to their adopted village, Paltan Bazar where they conducted a social and economic survey. -From the 20th August the day students who are NSS members began their Outreach Programme in Government Schools. -The girls give free coaching to the students in their free periods. -Two Nukkad Nataks on the theme 'Save the Girl Child' and 'Education the Right of every Girl' was performed in front of the Collectorate. -NSS Day was celebrated with gaiety and enthusiasm. -Many children with the volunteers competed in Nukkad Nataks and a Dance Competition. -To create an awareness about Breast Cancer a Lecture and free Medical check up was organized in collaboration with the Women's Development Cell. -Dr. Kumkum Singh and Dr. Porwal from JLN Hospital rendered their voluntary services for the same. - 50 volunteers donated blood to the Blood Bank at JLN Hospital. -On the 26th October three NSS volunteers proceeded to Chandigarh for the pre-Republic Day Camp. -On the 1st Dec- which is commemorated as world AIDS day, the girls

	<p>conducted the Assembly with a talk and Nukkad Natak on this terrible scourge of mankind.</p> <p>-Hundred volunteers participated in a candle lit procession to create awareness in the adopted village.</p> <p>-The College also bagged the 1st and 2nd Prize in the Poster Making Competition organized by CMHO and Ministry of Health on this occasion.</p> <p>-Ms. Divya Mishra escorted ten NSS volunteers to Solan, Himachal Pradesh to participate in the National Integration Camp from the 11th -17th December.</p> <p>-In the month of January, Dr. Sr. Rani was chosen as contingent leader to lead 40 NSS volunteers from the different Universities of Rajasthan for the National Youth Festival. It was held from the 12th -17th January in Rohtak, Haryana.</p> <p>-On the 3rd Feb more than 200 needy children were provided with books, stationary and snacks.</p> <p>-This was organized by the NSS and sponsored by the District Administration and Assistant Commissioner.</p> <p>-They along with personnel from Nagar Nigam witnessed the programme.</p> <p><u>NCC</u></p> <p>- "Life is either a daring adventure or nothing"- so said Helen Keller. This saying holds true for the 50 NCC cadets of our College.</p> <p>-Six students attended the combined Annual Training Camp at Bhilwara</p> <p>-Six students were selected for the Pre- IGC camp at Bhilwara in October.</p> <p>- Five students attended the IGC Camp at Udaipur</p>
9.To emphasize on a strong sports culture	<p>"Success isn't given. It's earned on the track, on the field, in the Gym with blood, sweat and the occasional tear."</p> <p>-The mission and vision of Sophia College has always been creating benchmarks in excellence not only in studies but also in sports and games because Sophia believes in the concept of an integrated personality.</p> <p>-The following are the achievements and benchmarks in the field of sports and games during the year 2016-17.</p> <p>-In the year 2016-17 Sophia College hosted the 30th Inter Collegiate Women Tournament and Cricket Inter Collegiate Women Tournament.</p> <p>-The College won the General Championship Trophy for the 8th consecutive year.</p> <p>-Four Hundred players from twenty three Colleges participated in Basketball, Volleyball, Hockey, Kabaddi, Kho-Kho and Cricket.</p> <p>-The Basketball team is as always the cynosure of all eyes and maintained its high standard.</p> <p>-Our College won the Basketball trophy for the 10th consecutive year.</p> <p>-Due to their outstanding performance the College won the Desportivos Challengers Meet for the 2nd consecutive year. It was held at LNMIIT Jaipur.</p> <p>-Six Basketball players of our College represented the University in the Inter</p>

	<p>University West Zone Tournament and the team secured the 4th place in the tournament and qualified for the All India Inter University Tournament which was held at KIIT University, Bhubaneswar</p> <ul style="list-style-type: none"> - Kamlesh Taragi, international player of Basketball played an outstanding game throughout the tournament. -The Handball and Volleyball teams of our College grabbed the Runners up Trophy in the Inter Collegiate Tournament. -The Cricket team of our College performed exceptionally well. They won the Inter Collegiate Trophy for the 2nd consecutive year. -In the Inter Collegiate Athletics Tournament, our athlete Deeksha Chauhan won a Silver medal in the Long Jump and Triple Jump. -In the 4 x 100 meters relay our College team stood 2nd in the Inter Collegiate Athletic Meet held at Bhilwara. -Twenty players of our College represented the university in Inter University Tournaments in various sports -Anita Choudhry represented Rajasthan in the Senior National Basketball Championship. -The College also organized Intramural Tournaments to promote sportsmanship among its students in various games like Basketball, Throw ball, Kabaddi, Cricket, Badminton, Volleyball and Athletic events in which 350 players of different faculties participated. -To promote Basketball, Sophia has a SAI Extension Day Boarding Centre and it is running smoothly for the last 6 years. In the current session we have twenty girl trainees. -To maintain physical fitness we have a Gymnasium, which is well equipped with all the latest equipment like multiplex, cycle, twister, jogger etc. -The 2 Add on Courses in Yoga and Aerobics is very popular with the students. -The College has a half size Olympic swimming pool. -The staff and students avail of this facility during the term and holidays. -An Expert trains the girls in self defence and their performance is exhibited after the completion of the course and at the Inter University and Inter Collegiate Tournaments.
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(Annexure ii)

ACADEMIC CALENDAR**2016-17**

Month	Activities
Friday, 1 st July 2016	Orientation of new Students
Saturday, 2 nd July 2016	Parent Teacher Meeting (I Year)
Monday, 4 th July 2016	Commencement of I and III Semester Classes
Tuesday, 5 th July 2016	Parent Teacher Meeting (II Year)
Saturday, 30 th July 2016	Fresher's Day
Second week of August – First week of September 2016	Commencement of CIA -1 for I & III Semesters
First week of October – Third week of October 2016	Commencement of CIA – 2 for I & III Semesters
24 th October – 1 st November 2016	Preparation Leave and Diwali Break
Second and Third week of November 2016	Commencement of I & III End Semester Practical
Fourth week of November 2016 – Second week of December 2016	Commencement of I & III End Semester Exams (Theory)
12 th December 2016	Commencement of II and IV Semester Classes
Last week of December 2016	Winter Break
Saturday, 21 st January 2017	Fashion Show/ Fete
Fourth week of February – Second week of March 2017	Commencement of CIA for II & IV Semesters
Last week of March – First week of April 2017	Commencement of II & IV End Semester Practical
Second week of April 2017	Preparation Leave
Third week of April – First week of May 2017	Commencement of II & IV End Semester Exams (Theory)

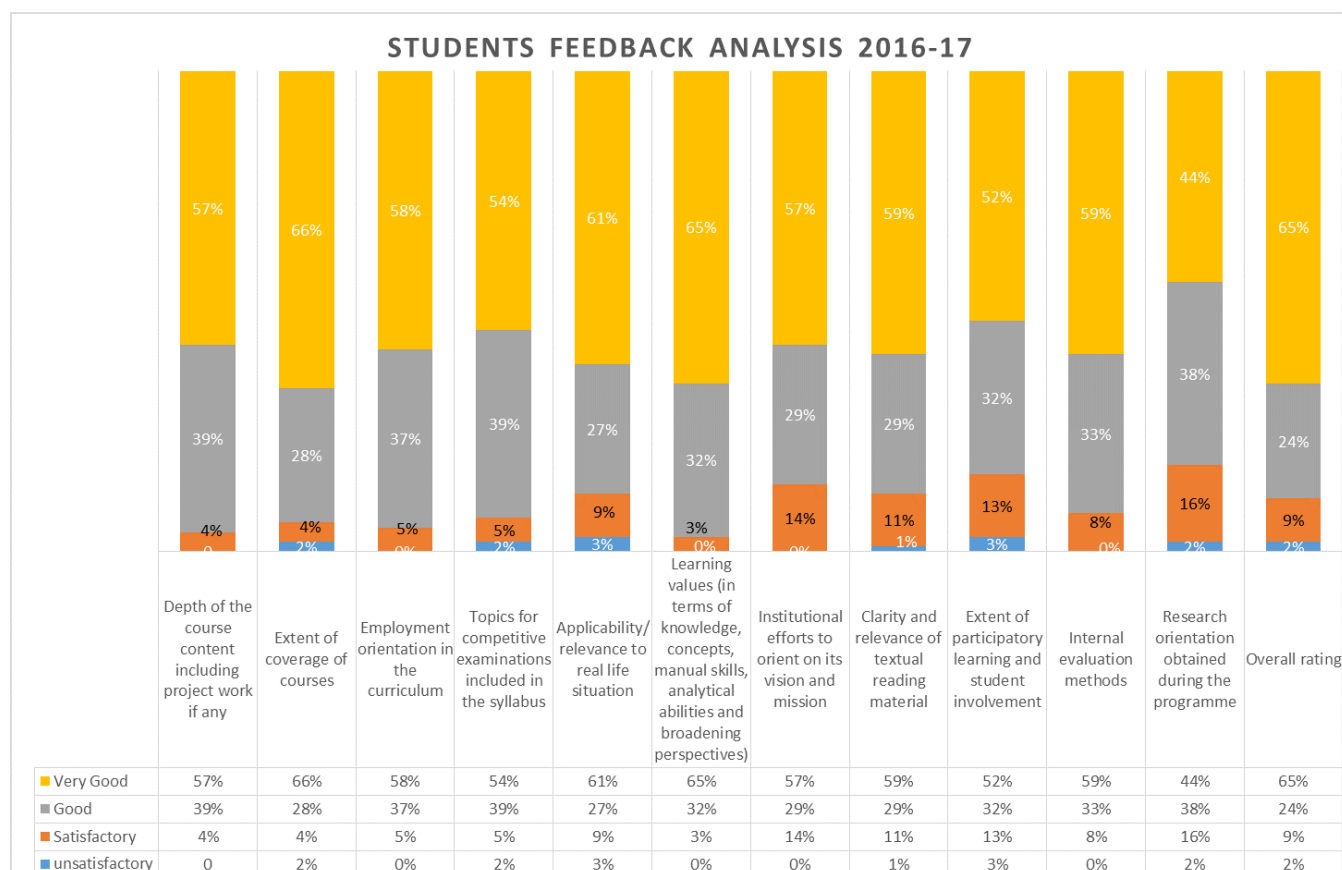
*CIA – Continuous Internal Assessment**The above calendar is tentative and it may be changed in any unavoidable circumstances*



SOPHIA GIRLS' COLLEGE, AJMER (AUTONOMOUS)

(Annexure iii)

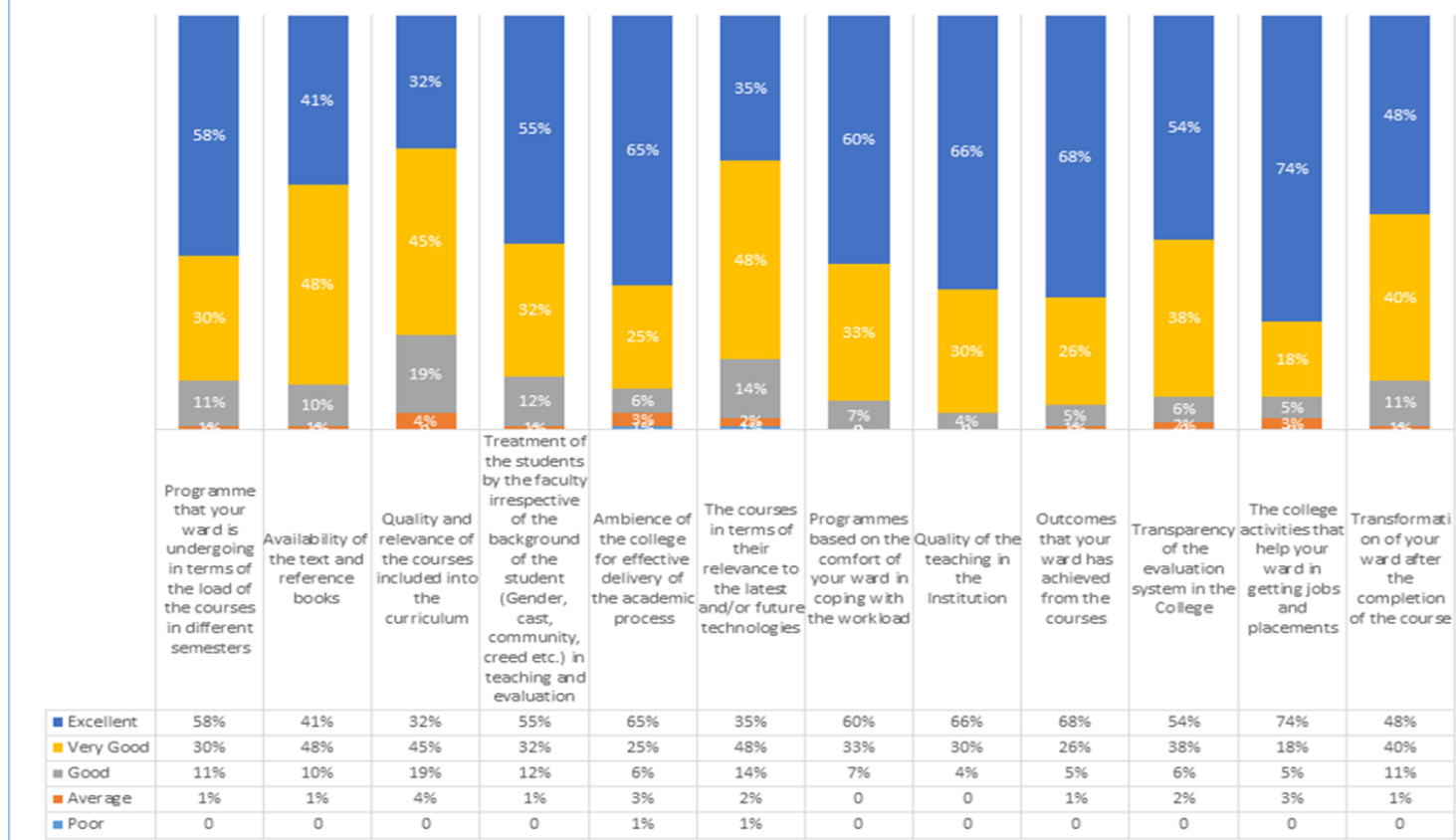
STUDENT FEEDBACK ANALYSIS 2016-17



ACTION TAKEN

- M.A. Political Science & Bachelor of Library and Information Science (BLIS), Skill & Generic Elective Courses were proposed and sanctioned in the Academic Council for next year.
- Collaborations & MOU's with various International & National Colleges, Universities and Bodies of repute for research promotion.
- National and International Conferences and Workshops on "Research Methodology", "Relevance of Gandhi in Post Liberalization India" and "Dispora, Multicultural and Quest for Identity" were organized to research promotion.
- This session, "Rajasthan State Certificate of Information Technology" (RSCIT) course was introduced for students to enhance their technical skills.
- Formal Coaching for Competitive/ Civil Service Examinations was started on the Campus for students.
- To promote Extracurricular Activities, Certificate Courses in : Yoga, Dramatics, Self Defense, Aerobics, Tourism, Human Rights, Family Life Education, Personality Development, Bonsai, Vermiculture were introduced.

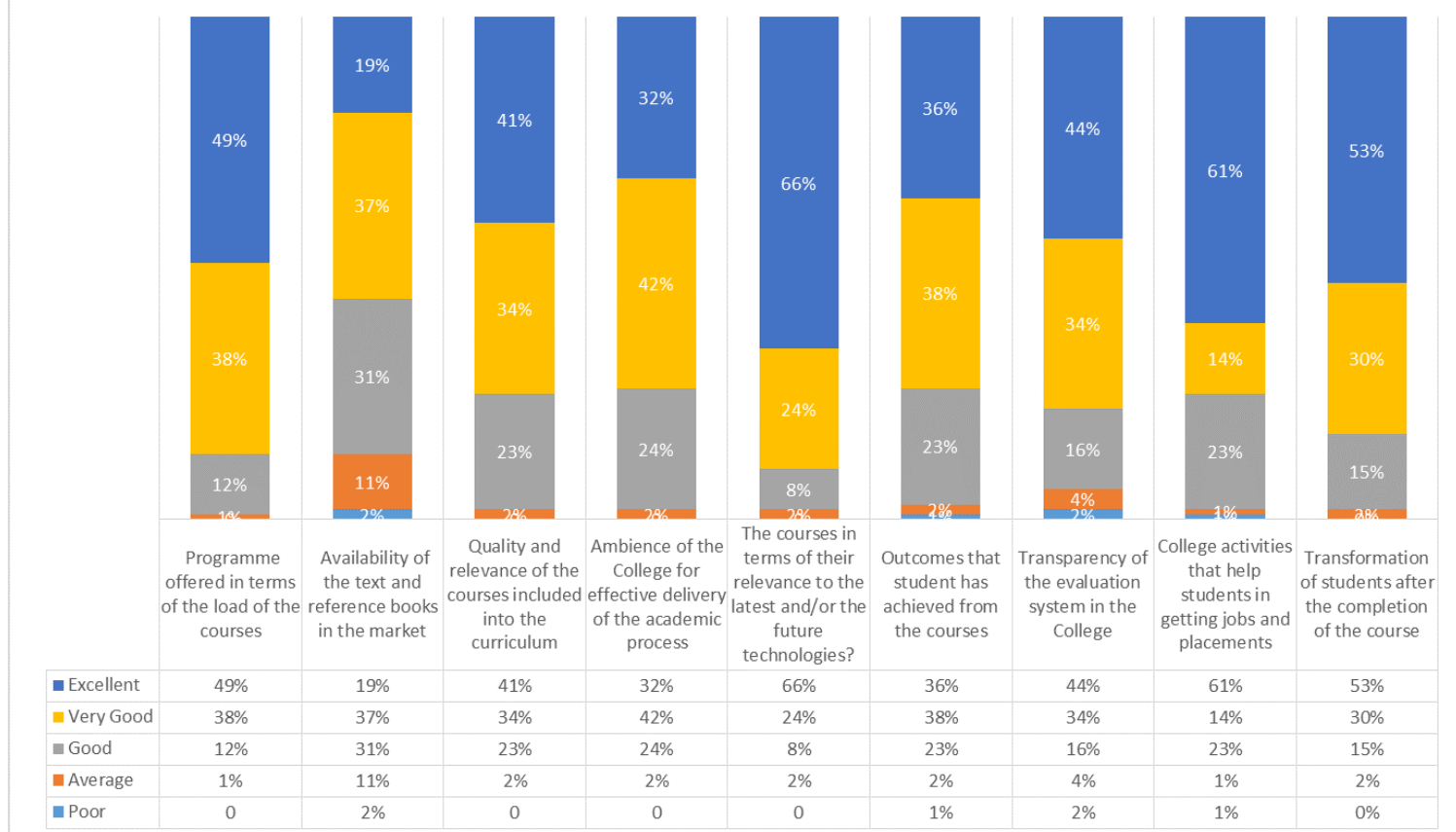
PARENT FEEDBACK ANALYSIS 2016-17



ACTION TAKEN –

- Parent Feedback Analysis has been a regular feature of our Institution.
- A special session was organized to acquaint Parents about the significance and the functioning of Autonomy.
- We ensure a tidy and positive ambience of our college for the Academic Progress of our students.
- Teacher Training Sessions are held from time to time where various teaching aids and latest methodology and communication skills are provided to teachers. So, that they treat our students with objectivity, kindness and dignity.
- The Parents give their valuable suggestions for academic, professional and technical growth of the Institution.
- Various vocational courses are conducted to make our students aware about the work culture, jobs, placements and opportunities. As we believe that career readiness is pivotal to learning.
- Parents are regularly notified for Parent Teacher Meetings, Examination dates, Important events etc. through SMS Alert and Web Notifications.

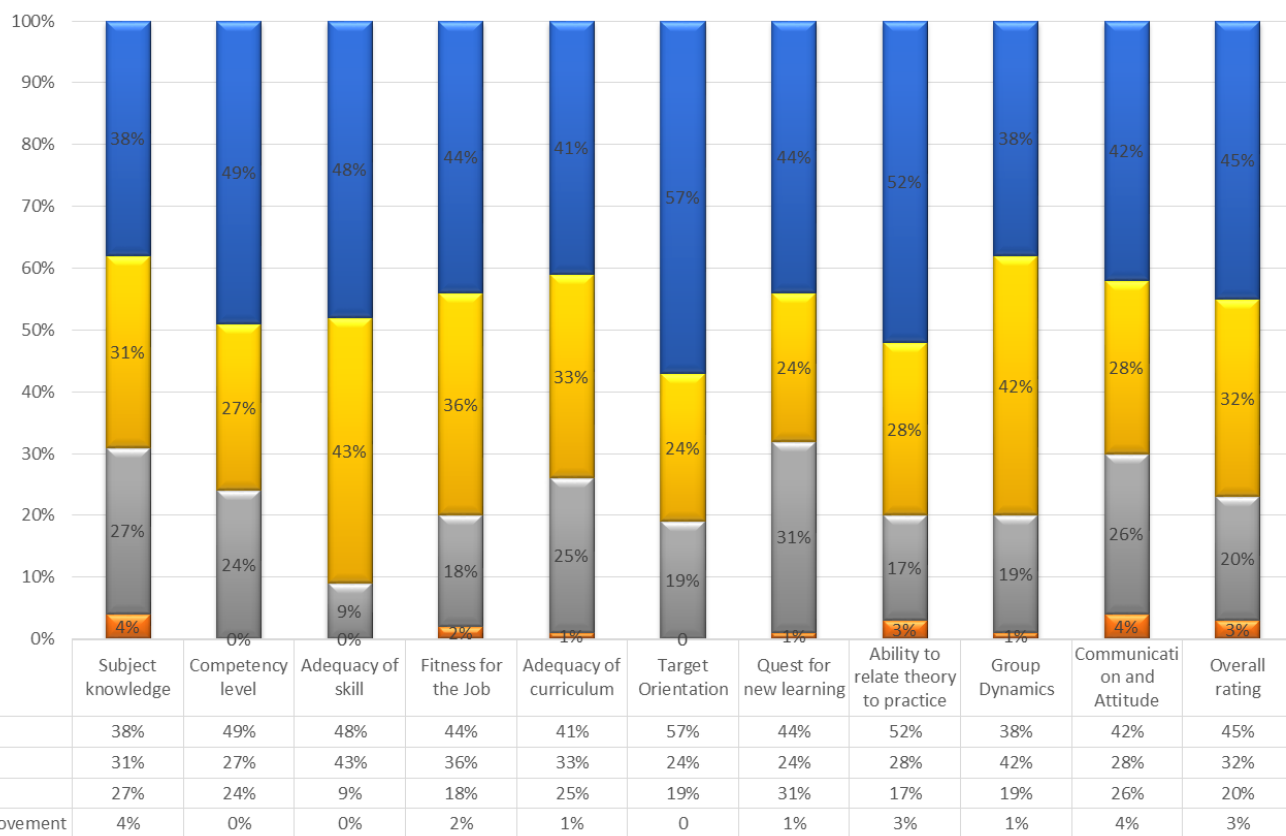
TEACHERS FEEDBACK ANALYSIS 2016-17



ACTION TAKEN

- The faculty members regularly meet to interact and strategically plan activities for the Institution's growth.
- The Teachers contribute in instilling values and help the students grow professionally, personally and socially, performing different roles as counselors, educators, resource persons and employers.
- The Teachers Feedback is regularly collected and analyzed to keep a track of their Professional, Personal and Social accomplishments and skills.
- Academic Audit was conducted by every department and suggestions were forwarded to the BOS members for regular updation and revision in the curriculum.
- The Mentor Mentee Program is again a very popular practice of the Institution which involves personal care and development of every student. This is done by-
 - ✚ by refining their innate talents and skills;
 - ✚ by providing additional resources of individual feedback and guidance;
 - ✚ by assisting in their career development;
 - ✚ by apprising them with career advancement measures;
 - ✚ by imparting personal care and imbibing moral values in them.

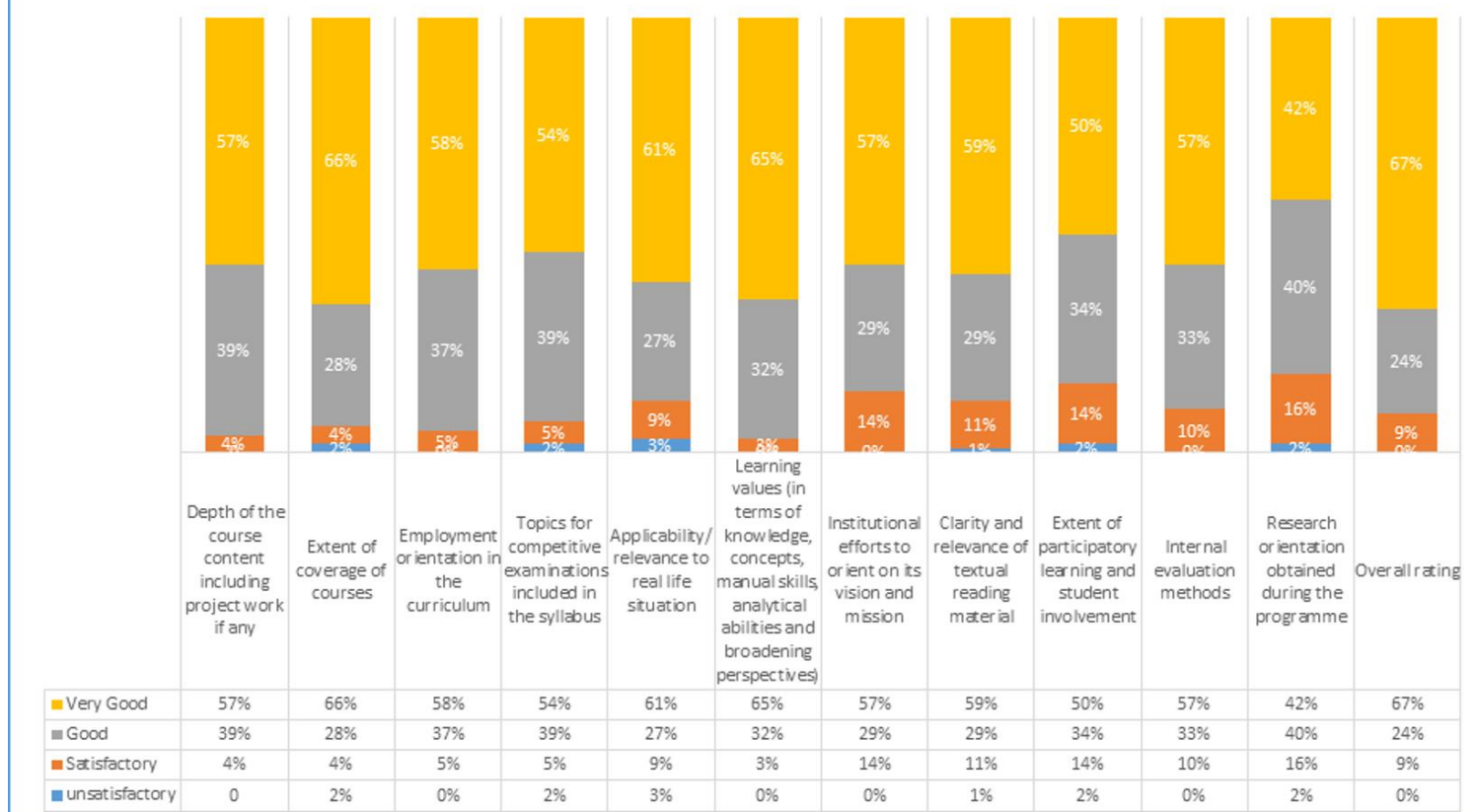
EMPLOYERS FEEDBACK ANALYSIS 2016-17



ACTION TAKEN:

- It was suggested by the employers that curriculum should be upgraded as per the current requirement and the request was conveyed to the Board of studies of all streams. And as per the suggestion the curriculum was revised and topic related with employability and entrepreneurial skills were introduced.
- It was also suggested to introduce ICT tools in classrooms so all the faculty members were informed to use the ICT Tools in classroom.
- For the enhancement of library facilities, some more text books and reference books were purchased.
- The employers also look for management skills, entrepreneurship and soft skills among the college graduates. Value Added Courses for the same were started.
- We introduced courses on inculcating soft skills which triggered communication skills, listening skills, time management skills to make them more successful in the workplace.
- An International Exposure programme was launched in collaboration with Singapore Institution of Management and Nanyang Technological University to enhance their academic exposure.
- The Institution is dedicated to the cause of laying a strong foundation and grooming every student to be a globally confident and competent citizen.

ALUMNI FEEDBACK ANALYSIS 2016-17



ACTION TAKEN

- The Alumni contributes in instilling values and help the students grow professionally, personally and socially, performing different roles as counselors, educators, resource persons and employers as well.
- As per the suggestions of our Alumni, M.A. Political Science & Bachelor of Library and Information Science (BLIS), Skill & Generic Elective Courses were proposed and sanctioned in the Academic Council for next year.
- National and International Conferences and Workshops on “Research Methodology”, “Relevance of Gandhi in Post Liberalization India” and “Dispora, Multicultural and Quest for Identity” were organized to promote research.
- Formal Coaching for Competitive/ Civil Service Examinations was started on the Campus for students.
- To promote extracurricular activities, Certificate Courses in : Yoga, Dramatics, Self Defense, Aerobics, Tourism, Human Rights, Family Life Education, Personality Development, Bonsai and Vermiculture were introduced.

(Annexure iv)

SWOT ANALYSIS

Strength

- ☐ State of art infrastructure
- ☐ A clean and green environment
- ☐ Team work
- ☐ Ecofriendly Campus
- ☐ Scholarship to bright and needy students
- ☐ Disciplined environment
- ☐ Holistic Wellness
- ☐ Well equipped learning resource centre
- ☐ Emphasis on values and tradition
- ☐ Mentor System
- ☐ Builds global competencies
- ☐ National consciousness
- ☐ Good Track record in women empowerment
- ☐ Transparency in admission
- ☐ Tours and Excursions for Academic exposure
- ☐ Pro-learner examination system
- ☐ Learner centric programs
- ☐ Spectrum of activities
- ☐ Pro-research Management
- ☐ Affordable Education
- ☐ Smart classrooms
- ☐ Autonomy in framing courses and syllabus
- ☐ Semester pattern of examination to promote academic environment throughout the year
- ☐ A plethora of curricular and extracurricular activities
- ☐ Inspirational talks by eminent speakers.
- ☐ Excellent ERP system for governing college administration
- ☐ Emphasis on spiritual enhancement
- ☐ Parent Teacher meetings
- ☐ Parental cooperation and confidence
- ☐ Outreach programs
- ☐ Most of the staff are alumni
- ☐ Well qualified and experienced faculty
- ☐ A well equipped library

- ☐ MOU with British Council
- ☐ MOU with Scandinavian International Executive School, Norway

Weakness

- ☐ The College is situated in a backward area
- ☐ Lack of exposure to industrial units, companies and corporate houses in the vicinity
- ☐ Many students are first generation College goers
- ☐ Lack of funds due to withdrawal of Grant by the Government and UGC
- ☐ Few PG courses

Opportunities

- ☐ To upgrade the syllabus
- ☐ Coaching for competitive exam
- ☐ To digitize the library
- ☐ Faculty Development Programs
- ☐ Innovative learning with online opportunities
- ☐ Internships
- ☐ College and Department excursions
- ☐ Industrial Visits
- ☐ Add on Courses
- ☐ Skill Development Courses
- ☐ Student and Faculty Exchange Programs
- ☐ Personality Development Programs
- ☐ Avenues for research
- ☐ To introduce M.Phil., Ph.D. courses

Threats

- ☐ Financial constraints due to withdrawal of Grant by Government and UGC
- ☐ Bureaucratic interference
- ☐ Migration of good students to metropolitan cities