



## **YEARLY STATUS REPORT - 2021-2022**

### **Part A**

#### **Data of the Institution**

<b>1.Name of the Institution</b>		SOPHIA GIRLS' COLLEGE (AUTONOMOUS), AJMER
• Name of the Head of the institution	Prof. Sister Pearl	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone No. of the Principal	01452427243	
• Alternate phone No.	8058507771	
• Mobile No. (Principal)	8058507771	
• Registered e-mail ID (Principal)	principal@sophiacollegeajmer.in	
• Address	Mirshali, Jaipur Road,	
• City/Town	Ajmer	
• State/UT	Rajasthan	
• Pin Code	305001	
<b>2.Institutional status</b>		
• Autonomous Status (Provide the date of conferment of Autonomy)	08/11/2021	
• Type of Institution	Women	
• Location	Semi-Urban	

• Financial Status	<b>Self-financing</b>				
• Name of the IQAC Co-ordinator/Director	<b>Prof. Monika Kannan</b>				
• Phone No.	<b>01452427243</b>				
• Mobile No:	<b>9829506865</b>				
• IQAC e-mail ID	<b>iqac@sophiacollegeajmer.in</b>				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://sophia.college/files/uploads/AQAR_2020-21.pdf">https://sophia.college/files/uploads/AQAR_2020-21.pdf</a>				
<b>4.Was the Academic Calendar prepared for that year?</b>	<b>Yes</b>				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://sophia.college/files/uploads/ACADEMIC_CALENDAR_2021-22.pdf">https://sophia.college/files/uploads/ACADEMIC_CALENDAR_2021-22.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B++</b>	<b>81.00</b>	<b>2004</b>	<b>16/02/2004</b>	<b>15/02/2009</b>
<b>Cycle 2</b>	<b>A</b>	<b>3.01</b>	<b>2010</b>	<b>04/09/2010</b>	<b>31/12/2020</b>
<b>Cycle 3</b>	<b>A+</b>	<b>3.28</b>	<b>2022</b>	<b>20/12/2022</b>	<b>19/12/2027</b>
<b>6.Date of Establishment of IQAC</b>			<b>15/04/2005</b>		
<b>7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?</b>					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
<b>0</b>	<b>0</b>	<b>0</b>	<b>Nil</b>	<b>0</b>	
<b>8.Provide details regarding the composition of the IQAC:</b>					
• Upload the latest notification regarding the composition of the IQAC by the HEI	<a href="#">View File</a>				

9.No. of IQAC meetings held during the year	6	
<ul style="list-style-type: none"><li>• Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?</li></ul>	Yes	
<ul style="list-style-type: none"><li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li></ul>	No File Uploaded	
10.Did IQAC receive funding from any funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"><li>• If yes, mention the amount</li></ul>		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
1. For the augmentation of collaborative learning initiatives the IQAC collaborated with Four Institutions of National repute by signing Formal MoUs.		
2. The IQAC organized Faculty Development Programs • Three for Academic Enrichment of Teaching Staff, • Two for Administrative Staff & • Two for Maintenance Staff to upgrade their skills		
3. The IQAC facilitated the planning and conduction of Departmental International as well as National Conferences, Seminars, Workshops and Webinars for the promotion of a cohesive research and innovative culture. • The Department of English of Sophia Girls' College (Autonomous), Ajmer organized a National Virtual Conference on "Critical Explorations on Indian Drama" from 16th December, 2021 to 18th December, 2021 through Zoom. • The Department of Commerce and Management organized A Webinar on "Investor Awareness Program" on 24th November, 2021 through Zoom. • The Department of Political Science organized Workshop on "Training and Experience sharing on MUN Alumni Insights" on 23rd November, 2021. • The Department of Commerce and Management organized A Webinar Series "Srijan" Building A Fulfilling Career on 26th April, 2022 in collaboration with International School of Informatics and Management. • The Department of Chemistry organized a National Webinar on "Spectroscopic Techniques: A Tool for Structure Elucidation" from 21st October, 2021 to 23rd October, 2021.		
4. The IQAC supervised the smooth conduction of an Internal as well as an External Academic Audit and compiled their reports after		

reviewing.

5. The Self Study Report (SSR) was compiled and submitted successfully on 26th July 2022 with all the Data verification and Validation (DVV).

**12. Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:**

Plan of Action	Achievements/Outcomes
Students' Orientation (Deeksharambh) for new students	The IQAC organized an effective orientation program to familiarize the fresher students about the functioning of the Institution on 1st September, 2021
Parents' Orientation Program	The IQAC organized an orientation program for the Parents to understand the nuances of Institutional Functioning on 1st September, 2021
New Teachers' Orientation Program	The IQAC organized a brief orientation program for the new staff members to apprise them about the administrative setup, code of ethics, professional working and latest teaching pedagogies on 29th October, 2021
Conduction of Academic Audit- (Internal Academic Audit & External Academic Audit)	-The Internal Academic Audit was conducted on 15th November, 2022 - The External Academic Audit was conducted on 1st December, 2022
Conduction of Administrative Audit	The Administrative Audit was conducted on 1st September, 2022
Compilation & Submission of NIRF Data	The NIRF Report was compiled and submitted on the portal
Compilation & Submission of AISHE Data	The AISHE Report (2021-22) was compiled and submitted on the portal on 26th March, 2022

To establish collaborations and linkages with Institutes of repute for enhancing research quotient among staff and students.	To enhance research and investigative culture on campus 4 MOUs were signed this year
Seed Money Grant for research promotion to undertake Institutional Research projects (IRP)	As per the Institutional Research Policy of the College, 7 Staff members were granted seed money to undertake their research ventures
Seed Money Grant for research promotion and entrepreneurial development	Under the Institutional Innovation Council recognized by MHRD, New Delhi the Seed Money Grant has been provided to 12 Young entrepreneurs to develop start-ups.
To plan for Faculty Development Programs for Teaching Staff	The following Faculty Development Programs were organized for the Teaching Staff- 1.Financial Management for research Projects 2. NEP 2020: Reforms in Higher Education Institutes 3. Digital Tools and Techniques for organizing Academic programs
To plan for Faculty Development Programs for Administrative Staff	The following Faculty Development Programs were organized for the Administrative Staff- 1. Office Management and Filing System 2. Public Finance Management System - II
To plan for Faculty Development Programs for Maintenance Staff	The following Faculty Development Programs were organized for the Maintenance Staff- 1. Computer Fundamentals 2. Spoken English (Basics)
To plan strategies to provide mentorship and hand-holding towards enhancing the growth of other institutions.	The IQAC Sophia was instrumental in enhancing the growth of Parishkar College of Global Excellence, Jaipur and Allahabad University towards adapting quality measures of growth

<b>13.Was the AQAR placed before the statutory body?</b>	<b>Yes</b>				
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>					
<table border="1"> <tr> <td>Name of the statutory body</td> <td>Date of meeting(s)</td> </tr> <tr> <td><b>Board of Management</b></td> <td><b>14/10/2022</b></td> </tr> </table>	Name of the statutory body	Date of meeting(s)	<b>Board of Management</b>	<b>14/10/2022</b>	
Name of the statutory body	Date of meeting(s)				
<b>Board of Management</b>	<b>14/10/2022</b>				
<b>14.Was the institutional data submitted to AISHE ?</b>	<b>Yes</b>				
<ul style="list-style-type: none"> <li>Year</li> </ul>					
<table border="1"> <tr> <td>Year</td> <td>Date of Submission</td> </tr> <tr> <td><b>2022</b></td> <td><b>14/02/2023</b></td> </tr> </table>	Year	Date of Submission	<b>2022</b>	<b>14/02/2023</b>	
Year	Date of Submission				
<b>2022</b>	<b>14/02/2023</b>				
<b>15.Multidisciplinary / interdisciplinary</b>					
<p>Sophia Girls' College follows an interdisciplinary and multidisciplinary approach in both its functioning as well as implementation. The College has framed a well- structured curriculum design which offers courses of varied domain.</p> <p>To cater to the innate talents and creativity of students, the institution offers Generic Electives, Skill Enhancement Courses, Ability Enhancement Courses, Life Skill Courses, Diploma Programs, Certificate Courses with both horizontal as well as vertical flexibility.</p> <p>The curriculum has been formulated to develop global competencies and holistic development of every student through a kaleidoscope of activities related to Research, Institutional Social Responsibility, Curricular/Co-curricular and Extra-curricular aspects.</p>					
<b>16.Academic bank of credits (ABC):</b>					
<p>Academic Bank of Credits is the backbone of academic functioning, where the students' academic data are held and academic awards are stored (i.e., storehouse of academic awards). Sophia Girls' College (Autonomous), Ajmer enables students to earn credits for every Curricular/Co-curricular and Extra-curricular activity performed during their academic duration in the Institution. Choice Based</p>					

Credit System is applicable for both UG and PG Programs along with Diploma programs.

The final outcomes of credit redemption and issuance of certificates, as well as the compilation of credit records are well maintained by the Examination Department of the Institution.

The institution is also in the process of commencing credit transfer with mutually collaborative institutions.

#### 17.Skill development:

The foundation of an effective, efficient and sustainable skill developing academic ecosystem has been laid essentially to build rational and skill-equipped individuals in higher educational institutions. Sophia Girls' College (Autonomous), Ajmer provides a plethora of avenues for Skill Enhancement Courses intrinsic in its curriculum design to shorten the distance between a probable and possible future.

The national as well as international learning environment with comprehensive online training and an innovative pedagogical framework catapults development and accelerates efficiencies in the learning process. The Skill Development Course modules are carefully designed with components of both practical as well as theoretical features.

The following Courses offered by the Institution which cater to Skill Development are:-

DIPLOMA COURSES OFFERED	
1	French Language - Elementary Level (A-1)
2	French Language - Intermediate Level (A-2)
3	French Language - Advanced Level (B-1)
4	Journalism
5	Geographical Information System (GIS)
6	Basics of Yoga
7	Dyeing and Printing
8	Basics of Interior Designing
9	Sustainable Development

10	Basics of Graphic Designing
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#### VALUE ADDED CERTIFICATE COURSES

1	Life Skill Certificate Courses (First Years)	<ol style="list-style-type: none"> <li>1. Basic Yoga</li> <li>2. Basic Swimming Techniques</li> <li>3. Aerobics</li> <li>4. Fitness Workout Techniques</li> <li>5. Self Defence</li> </ol>
2	Skill Enhancement Certificate Courses (Second Years)	<ol style="list-style-type: none"> <li>1. Basic SPSS</li> <li>2. Personality Development</li> <li>3. Basic Dyeing &amp; Printing</li> <li>4. Photography</li> <li>5. Soft Skills</li> <li>6. Alternative Medicines &amp; Home Remedies</li> <li>7. Financial Literacy and E-Commerce</li> </ol>
3	Vocational Certificate Courses (Third Years)	<ol style="list-style-type: none"> <li>1. Communicative English</li> <li>2. Functional Hindi</li> <li>3. Management of Domestic Gadgets and Appliances</li> <li>4. Quantitative Aptitude and Reasoning</li> <li>5. Animation Designing</li> <li>6. Business Communication Skills</li> <li>7. Baking and Confectionery</li> </ol>
4	Value Added International Certification Courses offered in Collaboration with <ul style="list-style-type: none"> <li>• Association of Chartered Certified Accountants,</li> </ul>	<ol style="list-style-type: none"> <li>1. ACCA (Association of Chartered Certified Accountants, London)</li> <li>2. CMA (Institute of Management Accountants, US)</li> <li>3. Business Analytics (Institute of Analytics, UK)</li> <li>4. Data Analytics</li> </ol>

	<p>London.</p> <ul style="list-style-type: none"> <li>• Institute of Management Accountants, US.</li> <li>• Institute of Analytics, UK.</li> <li>• Digital Marketing Institute, Ireland.</li> </ul>	<p>(Institute of Analytics, UK)</p> <p>5. Digital Marketing (Digital Marketing Institute, Ireland)</p> <p>6. DELF or Diploma in French Studies International Centre for French Studies (Centre international d'études pédagogiques)</p> <p>7. Cambridge Assessment English (Cambridge)</p>
5	Certificate Courses open to all Students	<p>1. Rajasthan State Certificate Course in Information Technology (RSCIT) (offered by Rajasthan State Government)</p> <p>2. Speech Enhancement Skills (Language Lab)</p> <p>3. Instrumental Music (Guitar / Violin / Keyboard / Drums)</p> <p>4. Sketching &amp; Painting</p> <p>5. Dramatics</p>

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

"Knowledge of India" caters to the legacy of Indian tradition and culture right from the Gurukul era of Vedic India to the Digital age of present-day India.

Sophia Girls' College (Autonomous), Ajmer offers a variety of programs catering to Indian society, culture and folklore delivered to the students in Indian languages.

These courses provide a clear sense of India's inheritance as well as future aspirations with regard to education, health, environment, economy etc. Hindi and English Language are integrated as compulsory papers in the curriculum offered across different semesters.

Language is inextricably linked to art and culture. In particular, languages influence the way people of a given culture speak with others, i.e., family members, authority figures, peers, and

strangers, and sets the tone as well as comprehension level of the conversation. Courses and dedicated sections on Indian culture, tradition, language, tribes, etc., highlighting the indigenous uniqueness of Indian heritage are offered by several departments such as Sociology, History, Geography, English Literature, Hindi Literature, Political Science, etc.

Elements of Vedic culture, yoga, Indian writings, philosophy, mythology, etc., offered by various departments develop a lucid understanding of the hues and nuances of the cultural uniqueness of our nation and regional festivals. Certificate and Diploma Courses are offered in Basics of Yoga.

The different clubs and forums of the Institution through their various extra-curricular and co-curricular activities showcase the art of Indian literature, drama, music, films, etc., in local language and dialects. Such efforts profoundly contribute towards the promotion and preservation of Indian culture and languages.

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

Outcome-based education (OBE) is also called performance-based education. It comprises of clearly articulated statements of what students are expected to know and be able to achieve, that is, what skills and knowledge they need to have, when they graduate or post graduate from an Institution. It is an attempt to measure educational effectiveness based on outcomes/results rather than on mere inputs. The student learning outcomes constitute the criteria by which the curriculum is developed and designed, instructional materials are selected, teaching methods are adopted, and evaluation is conducted.

The College has designed its curriculum for every program stating its POs, PSOs, COs and has documented the process to measure the attainment of the above. The Examination pattern is based on Bloom's Taxonomy of cognitive processes which facilitates the framing of questions so that the assessment can be made using the following tools -

- Internal and End-Semester Examinations.
- Non-CGPA credit courses - Outreach Programs, Research and Exchange Activities, Entrepreneur Programs, Internships.
- Certified courses of MOOCs/Swayam/NPTEL, etc.
- Class Performance
- Projects, Viva-Voce, Assignments and Class Tests
- Participation in Seminars/Conferences/Workshops

- Stakeholders' feedback

OBE process envisages that every question should be mapped to a CO and every CO should be mapped to a PO/PSO. Similarly, the final results and conclusions are used to ascertain the students' attainment of the COs & POs/PSOs on the basis of various descriptors such as High, Medium and Low order questions.

## 20.Distance education/online education:

Online education is not transient, it is here to stay and will play a vital role in molding the future of the education system.

Sophia Girls' College (Autonomous), Ajmer has developed a Digital Learning Centre (DLC) having a Media Lab for the creation, development and delivery of E-content.

E-Learning is practiced in the institution through the Learning Management System (LMS) integrated with Moodle wherein the process of sharing knowledge is followed in accordance with the four-quadrant model of UGC. E-Learning education has made the delivery of knowledge simpler, prolific, and productive.

As a part of distance learning, to promote skill and vocation based courses, a VMOU Distance Education Centre has been established on 24th February, 2022 by the efforts of IQAC on campus.

## Extended Profile

### 1.Programme

1.1 23

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 2.Student

2.1 1698

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>

2.2

497

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.3

1587

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 3.Academic

3.1

777

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.2

67

Number of full-time teachers during the year:

## Extended Profile

### 1. Programme

1.1 23

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 2. Student

2.1 1698

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>

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Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

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Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 3. Academic

3.1 777

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.2 67

Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
3.3	67
Number of sanctioned posts for the year:	
<b>4.Institution</b>	
4.1	628
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	48
Total number of Classrooms and Seminar halls	
4.3	243
Total number of computers on campus for academic purposes	
4.4	207.89
Total expenditure, excluding salary, during the year (INR in Lakhs):	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

Committed to its mission and vision of women empowerment, the College's Curriculum focuses on outcome-based learning that consciously coincides with regional, national and global development goals. Every syllabus specifically caters to achieving these outcomes which have been framed in keeping with the concerns like Research, Entrepreneurship, contribution to Society/Community, Progression to Higher Studies and Employability. The course outcomes are assessed through Continuous Internal Assessment, Semester End Examination, Assignments,

Project work and Class room performance. Each question is tagged to the corresponding Course Outcome (CO) and the overall attainment of that CO is based on the average mark set as target for final attainment. Group Discussions, Case Studies, Brainstorming, Presentations, Quiz, and Role playing are used to stimulate critical thinking and curiosity. These methods, approaches, and objectives of the College are reflected in the Program Outcomes (PO), Program Specific Outcomes (PSO) and Course Outcomes (CO). The Course Outcomes provide quantitative measurement of how well the Program Outcomes are achieved. In consonance with the NEP, the College offers several Generic and Skill Based Courses, as well as Diploma Programs. Additional courses such as GIS, French, Yoga, Advanced Communicational Skills, Basic SPSS, and Personality Development enhance the overall growth of the students.

File Description	Documents
Upload additional information, if any	<a href="#">View File</a>
Link for additional information	<a href="https://sophia.college/files/uploads/AQAR21-22_1.1.1_Additional_Information_.pdf">https://sophia.college/files/uploads/AQAR21-22_1.1.1_Additional_Information_.pdf</a>

### 1.1.2 - Number of Programmes where syllabus revision was carried out during the year

2

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<a href="#">View File</a>
Details of syllabus revision during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

512

File Description	Documents
Curriculum / Syllabus of such courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	<a href="#">View File</a>
MoUs with relevant organizations for these courses, if any	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

### 1.2.1 - Number of new courses introduced across all programmes offered during the year

28

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

### 1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

19

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

**Sophia Girls' College (Autonomous), Ajmer aims at the holistic**

development of its students which is inclusive of certain core human values. The concepts of Gender Equality, Environmental Conservation, Sustainable Development and Professional Ethics are interwoven in the institution's curriculum and teaching.

Courses on Sustainable Development by Geography Department, Environment Studies by History Department, Environmental Economics is by Economics Department, Concept of Eco-feminism as well as Gender Sensitivity by English Department, Gender Equality and Women Empowerment by the Department of Political Science and Psychology, Women's Movements by Sociology Department constitutes an integral part of their curriculum and helps to familiarize the students with various related issues.

The Department of Computer Science regularly conducts sessions on cyber-crime and internet ethics. Similarly, the Management Department teaches students about professionalism and business ethics. Financial Auditing is offered by the Department of Commerce. Zoology contributes by promoting virtual dissection. Besides the curricula, the Environmental and Energy Committee, Planning and Monitoring Cell, Anti-Sexual Harassment Cell, Cell for Social and Environmental Concern, Gender Sensitization Cell, Equal Opportunities Cell, Environmental, NSS, and NCC wings of the College imbue students with feelings of empathy towards various issues of gender discrimination, human values, and environment sustainability.

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

### 1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

23

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.3.3 - Number of students enrolled in the courses under 1.3.2 above

2031

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.3.4 - Number of students undertaking field work/projects/ internships / student projects

198

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.4 - Feedback System

**1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni**

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	<a href="https://sophia.college/site/igacsect/structured-feedback-on-syllabus">https://sophia.college/site/igacsect/structured-feedback-on-syllabus</a>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.4.2 - The feedback system of the Institution comprises the following

**A. Feedback collected, analysed and action taken made available on the website**

File Description	Documents
Provide URL for stakeholders' feedback report	<a href="https://sophia.college/site/iqacsect/structured-feedback-on-syllabus">https://sophia.college/site/iqacsect/structured-feedback-on-syllabus</a>
Any additional information	<a href="#">View File</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment of Students

##### 2.1.1.1 - Number of students admitted (year-wise) during the year

**653**

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

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

**239**

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

### 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The institution assesses the students' learning capabilities through the application of various teaching pedagogies such as Group-Discussions, Brainstorming Sessions, Quizzes and Internal Tests and is thus able to identify the advanced and slow learners. Faculties conduct remedial classes and problem-solving sessions

for slow learners so as to improve their basic concepts. Through these sessions, the teachers guide and advise the students regarding the ways of developing learning skills at both, theoretical as well as practical levels. Teachers also motivate the students to set higher goals and to work towards achieving them by conducting regular Career Counselling Sessions.

The Advanced learners are also encouraged to pursue internships and other certificate courses. In order to improve their writing and presentation skills, the learners are also encouraged to write research papers and present them at International, National and State level Seminars, Conferences and Workshops.

Under the CBCS scheme, two internal assessment tests, one in each semester, are conducted before the completion of the sixteenth week of the Semester. The staff members make sure that the students regularly solve the previous year question papers etc. and also conduct regular counselling sessions to guide them in their learning process.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_21-22_2.2.1.Additional_Information_.pdf">https://sophia.college/files/uploads/AQAR_21-22_2.2.1.Additional_Information_.pdf</a>

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
20/08/2021	1698	67

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

## 2.3 - Teaching- Learning Process

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

The institution adopts various methods of teaching and learning with the objective of helping students acquire knowledge in an experiential manner and achieve greater interests in their

respective fields.

The various departments of the college regularly organize International and National Seminars, Webinars, Talks, Guest Lectures, Workshops, Interactive Sessions where experts of respective domains share their insights. Hands on Training encourages practical knowledge as it gives the students a chance to observe the Experts of a field, to learn from them and apply the same in their life.

Educational and Industrial visits are organized to various places where students learn apply theoretical knowledge to the real world. Students are regularly guided and encouraged to apply for internships where they can acquire hands-on experience in their respective fields. The students are also taken to the nearby villages for survey through which they get exposure to the practical world and its problems and are motivated to devise various ways to deal with them.

By indulging in Application Based Learning, students get the opportunity to acquire a better understanding of their fields.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional Information	<a href="https://sophia.college/files/uploads/AQAR_21-22_2.3.1_Any_additional_information.pdf">https://sophia.college/files/uploads/AQAR_21-22_2.3.1_Any_additional_information.pdf</a>

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

To be at par with the emerging technological trends in education, the college has equipped all its classrooms with LCD projectors, with 6 smart classes containing a smart interactive board. All departments have been furnished with a desktop computer. The ICT tools used in the campus are Desktop PCs, Laptops, Projectors, Digital Cameras, Printers, Pen Drives, Photocopy machines, Scanners, Microphones, Interactive White Board, etc. The NPTEL gateway is used to access course materials and videos. Various participative learning exercises like Collaborative Learning Group, Group Discussion, Case Studies, Google quiz, MOOCS and e-learning technology etc., help the students to improve their skills. Teachers use Moodle, the online E content repository of

the college where students have an access to the course material.  
<http://moodle.sophia.college:8080/>

To facilitate effective ICT based teaching-learning, the college uses ERP software namely, Sophia ERP and Sophia Moodle. The College is connected through high-speed internet with bandwidth of 600 MBPS.

Students also get the provision of using the wide range e-resources of the library which are connected with the ERP system. The access to OPAC is also available to the students and staff for viewing, downloading and printing online teaching learning resources.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="https://sophia.college/index.php/site/digitallearning">https://sophia.college/index.php/site/digitallearning</a>
Upload any additional information	<a href="#">View File</a>

### 2.3.3 - Ratio of students to mentor for academic and other related issues

#### 2.3.3.1 - Number of mentors

67

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<a href="#">View File</a>
Circulars with regard to assigning mentors to mentees	<a href="#">View File</a>

### 2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

For the perusal of the stakeholders, a well-defined Prospectus stating the institutional information such as Courses offered, Eligibility criteria etc. is provided by the college for every Programme. A well-structured Academic Calendar formulated by IQAC with the consent of the Head of the Institution is strictly adhered to and followed. The Academic Calendar is shared with the staff and students and displayed on the notice boards and uploaded on the college website. The process of examination is implemented as

per this calendar and is supervised by the Controller of Examinations. If any necessary changes are required in the calendar due to any unforeseen circumstances, it may be incorporated only by the approval of the Head of the Institution. Following the UGC regulations, the Academic Calendar includes information such as number of working days, number of Indian festival holidays, preparation leaves for the exam, the dates of commencement of CIAs, tentative dates of the End Semester Examination etc.

All teaching staff members are required to prepare a teaching plan of the courses assigned respectively, as per this calendar. The lesson plans are comprehensive and include information such as teaching pedagogy, sample questions as per Bloom's taxonomy and the topics to be covered in the stipulated time period.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

67

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>
Any additional information	No File Uploaded

### 2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

24

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

**516 Years and 2 Months**

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

### 2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

**27.7312**

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

**84**

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

The Examination Department of the College is well-equipped with ICT facilities such as, Desktops, Photocopiers and Printers, that are necessary for the Examination purposes. The IT software, IDEX Solutions is used by the to fill the exam forms, the details of which are needed to be submitted in both hard and soft copy. Apart from exam forms, the software is also used to develop and print results of students. The marks of class performance and internal assessment are uploaded through the online portal of the college.

The ERP system is used for examination activities like, generating hall-tickets, marksheets, uploading time tables etc. This system is effective for paperless communication between the Examination Cell and other departments. For the authentication of mark sheets, 3-D hologram and digital watermarking has been implemented to avoid counterfeit.

The College adopts the semester pattern of examinations that include Continuous Internal Assessments, End Semester Examinations and Mercy Examinations. All the information related with the exams is displayed on the college website (Sophia.college).

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sophia.college/files/uploads/AQAR_21-22_2.5.3_IT_Integration_in_Exams_.pdf">https://sophia.college/files/uploads/AQAR_21-22_2.5.3_IT_Integration_in_Exams_.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution

are stated and displayed on the website and communicated to teachers and students

The college aims at empowering students by enabling them to develop academic, social, professional and ethical competencies, thus making them competent and committed individuals.

The College implemented the CBCS in the session 2018-19 for PG and in 2019-20 for the UG courses to further enhance the course content. The Course Outcomes (COs) are designed in accordance to the Programme Outcomes (POs) and Programme Specific Outcomes (PSOs). Every course has a set of achievable goals which would result into attainment of the objectives of that particular course.

The course outcomes are drawn on the basis of Bloom's Taxonomy. The objectives and outcomes are mapped to measure students' attainment. The POs are prepared by the Deans of Academic Affairs in consultation with the Principal, IQAC Coordinator and Heads of all Departments. The PSOs are prepared by the Departments keeping in mind the Vision of the College and Department, and the expected goals from the programme. The COs are prepared by the course facilitators in their respective Departments.

The POs, PSOs and COs are discussed in the respective Board of Studies meetings, the necessary suggestions are taken and incorporated. Once the syllabus along with POs and COs is sanctioned by the Academic Council, it is displayed on the College website for the knowledge of the students and their parents.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Link for additional Information	<a href="https://sophia.college/files/uploads/AQAR_2021-22_2.6.1_Program_Outcomes,_PSOs_COs_.pdf">https://sophia.college/files/uploads/AQAR_2021-22_2.6.1_Program_Outcomes,_PSOs_COs_.pdf</a>

#### 2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The college has well designed Programme, Programme Specific and Course Outcomes for all programmes and courses offered. The Course teacher identifies the allied competencies and performance indicators, which can be evaluated through mapping and appropriate

testing tools.

**Written Mode:** CIA and End Semester Examinations, Quiz, MCQs, Worksheets, Projects, Reports, Assignments, Open book tests, Case studies & Dissertations.

**Oral Mode:** Viva-Voce, Reading Skills, Group Discussion, Public Speaking & Interview Skills.

**Practical Mode:** Laboratory Experiments, Programming, Designing, Debugging, Poster, Power Point Presentation, Model Making, Short Clip, Field Work & Internship.

The question paper strictly follows Revised Bloom's Taxonomy and thus students are evaluated on the basis of their knowledge, application, analysis and evaluative skills of the topic. To assess the attainment of Programme Outcomes, feedback on the curriculum is obtained from the teachers, students, industrialists, parents and alumni. The attainment of COs is measured on the basis of the performance of students in the Continuous Internal Assessment and End Semester Examination through different levels of testing. If a student secures more than 60% marks in the CIAs and End Semester Examinations, it is considered, that she has understood the course and the respective CO has been attained. The programme outcome attainment level is measured by the Credits earned by the student.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sophia.college/files/uploads/AAQAR_21-22_2_6_2_Any_additional_information.pdf">https://sophia.college/files/uploads/AAQAR_21-22_2_6_2_Any_additional_information.pdf</a>

### 2.6.3 - Pass Percentage of students

#### 2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

530

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://sophia.college/files/uploads/Annual_Report_2021-22.pdf">https://sophia.college/files/uploads/Annual_Report_2021-22.pdf</a>

## 2.7 - Student Satisfaction Survey

**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink**

[https://sophia.college/files/uploads/AQAR\\_2021-22\\_2.7.1\\_Adiitional\\_Information .pdf](https://sophia.college/files/uploads/AQAR_2021-22_2.7.1_Adiitional_Information.pdf)

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

Sophia Girls' College (Autonomous), Ajmer is committed in promoting excellence in research and investigation through its well-defined policy framework, efficient procedures, and funding mechanism. The Institutional Research Policy along with policies on Code of Ethics, Seed money, Intellectual Property Rights and Consultancy focuses on inculcating research aptitude, develop the right kind of research culture and provide necessary facilities for establishing appropriate research infrastructure. The Institution has a well-established Research Laboratories to carry out both basic and applied research in P.G departments along with an enriched Research Section and Learning and Resource Centre in Central Library which contains more than 35658 Books, 4565 Reference Books, 795809+ E-Books, 63 Print Journals, 6000+ E-Journals. To motivate and promote faculty members to undertake Institutional Research Projects, the Institution granted a Seed Money of 2,70,000/- this session to support the advancement of research and experimentation. The Institution provided a 'Research Incentives' of 1,44,845/- to faculty members for promoting original research contributions and enhance their professional competency by participating in Conferences/Seminars/Workshops and presenting or publishing research papers/books. To promote

interdisciplinary collaborative research, College has signed 51 MoUs with institutions of national as well as international repute. The College organized thirty National/International Conferences/Workshops/Seminar/Webinars and 3 Faculty Development Programs for Teaching Staff; 2 Non-Teaching Staff and 2 for the Maintenance Staff.

The Institutional Research Centre in collaboration with MDSU, Ajmer offers Ph.D. programs in four departments.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View File</a>
Provide URL of policy document on promotion of research uploaded on the website	<a href="https://sophia.college/files/uploads/The_Institutional_Research_Policy.pdf">https://sophia.college/files/uploads/The_Institutional_Research_Policy.pdf</a>
Any additional information	<a href="#">View File</a>

### 3.1.2 - The institution provides seed money to its teachers for research

#### 3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

#### 2.1

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	<a href="#">View File</a>
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<a href="#">View File</a>
List of teachers receiving grant and details of grant received	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

### 3.2 - Resource Mobilization for Research

#### 3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

#### 3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

#### 3.2.3 - Number of teachers recognised as research guides

5

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<a href="#">View File</a>
Institutional data in Prescribed format	<a href="#">View File</a>

### 3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

## 3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Innovation is a major driving force of long-term growth and sustainable development. The Institution provides a conducive environment for the promotion of innovation and business ventures. Institution's Innovation Cell (IIC) working under the preview of the MHRD, Govt. of India is extending guidance and facilities to young budding students in various ways. Sophia Girls' College motivates students to be stalwarts in the field of innovation and entrepreneurship while pursuing their academic degrees. To streamline and strengthen the innovation and entrepreneurial ecosystem, the institute regularly organizes different activities. In session 2021-22, 07 major activities were organized focused on the holistic development through Entrepreneurial Development Program, preparation of Business Proposals, Women Entrepreneurs' Fair, Patent Filing, Website designing etc. The students are provided opportunities to directly interact with outstanding women entrepreneurs excelling in their field via the platform of 'MyCommunt' for their holistic personality development for professional growth and finding a place in the industry. The IIC provided a Seed money of 99,000/- grant to 15 students towards

setting up startups and business ventures. The Cell strives hard to keep pace with the changing times and guides students to become job givers instead of job seekers through the continuous improvement he students. Many students have created a niche for themselves in society and are earning while learning on the campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_IIC_Annual_Report_2021-22.pdf">https://sophia.college/files/uploads/AQAR_IIC_Annual_Report_2021-22.pdf</a>

### 3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

22

File Description	Documents
Report of the events	<a href="#">View File</a>
List of workshops/seminars conducted during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

#### 3.4.2.1 - Number of PhD students registered during the year

6

File Description	Documents
URL to the research page on HEI website	<a href="https://sophia.college/site/research">https://sophia.college/site/research</a>
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

15

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

7

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_21-22_Additional_Document_3.4.4.pdf">https://sophia.college/files/uploads/AQAR_21-22_Additional_Document_3.4.4.pdf</a>

### 3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

#### 3.4.5.1 - Total number of Citations in Scopus during the year

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Bibliometrics of the publications during the year	<a href="#">View File</a>

### 3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

#### 3.4.6.1 - h-index of Scopus during the year

0

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.5 - Consultancy

#### 3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

1.065

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	<a href="#">View File</a>
List of consultants and revenue generated by them	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

#### 4.15

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	<a href="#">View File</a>
List of training programmes, teachers and staff trained for undertaking consultancy	<a href="#">View File</a>
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	<a href="#">View File</a>

### 3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The Institution is assiduously involved in organizing Extension activities for the development of the students on various facets like organizational skills, interpersonal skills, communication skills and research skills. The College envisions implanting eternal values to enable students to become beacons of light and ambassadors of humanity by imbibing a sense of social responsibility and developing the skillset to set linkage between academic learning with societal problem-solving. Field visits, educational trips and surveys help teach theoretical concepts and values and serve as explicit examples of life skills. As a part of the curricula, extension activities connect meaningful community

service with academia wherein the participants develop leadership and teamwork skills and become more attuned to working amongst populations of varying ethnicity and socioeconomic status. A total of 25 major activities were organized to promote the institute-neighbourhood community to sensitize the students towards community needs.

#### Major Activities during the session

- Tree Plantation
- Trekking – Madar Pahar
- Plant Excursion
- Azola Cultivation
  
- Central Library visit
- Educational Visit to 'Kisan Mela evam Sangoshthi'
- Bank Visit
- Jaipur Literature Fest
  
- Excursion to Government Museum
- Historical excursion to Bundi
  
- Each One – Teach One System for students by nearby villages
- Nukkad Natak & Rallies
- Election Literacy Meeting
- Women Day Celebration
- National Voters Awareness Contest
- Seven Day National Camp
  
- Annual Training Camp
- Thal Sainik Camp
- IGC & Thal Sainik Camp I and IGC
- Yoga Day
  
- HIV/AIDS Hospital, KanaKheri
- Health Camps
  
- Socio Economic Survey
- Triganga Rally
- Field Visit & survey

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_21-22_3.6.1_Additional_.pdf">https://sophia.college/files/uploads/AQAR_21-22_3.6.1_Additional_.pdf</a>

### 3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

16

File Description	Documents
Number of awards for extension activities in during the year	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

33

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

1044

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 3.7 - Collaboration

### 3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

18

File Description	Documents
Copies of documents highlighting collaboration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

8

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

In order to ensure that students reach their full academic potential, we've always believed in improving and modernising teaching - learning facilities.

**Class Rooms and Computers** - The institution features well-ventilated, large classrooms equipped with projectors and teaching aids, allowing students to study more effectively.

**Year**

**Classrooms with Desktop and WIFI**

**Smart Classes**

**Computers**

2021-22

43

07

248

## Library

The college always had a wonderful automated Central Library and it has then been expanded and improved with a sizable, priceless, and varied collection of books, journals, and other knowledge resources.

2021-22

35658(books)

4565(reference books)

795809+ (e-books)

63 (print journals)

6000 +(e-journals)

2.0 (ERP)

Laboratories- College has well equipped laboratories where the students can have hands on training. The College has set up a Media Centre that serves the dual purpose of a surveillance room as well as a resource lab to create teaching videos by this Centre. For all technologically demanding courses that rely on computers, these are crucial teaching-learning resources.

## Year

No of Laboratories

2021-22

19+1 (Media Lab)

2021-22- Creation of Innovation cell- The Innovation Cell is designed to connect ideas, experience, and resources. This cell assists in fostering the students' ideas and motivates them to submit business concepts.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_21-22_4_1_1_Additional_Documents.pdf">https://sophia.college/files/uploads/AQAR_21-22_4_1_1_Additional_Documents.pdf</a>

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

#### Cultural Activities-

The college provides a variety of cultural activities for the students' overall development in addition to academics. Through various cultural activities students' creativity and leadership skills are encouraged.

#### Sports Facilities

Sports always had a substantial backing from college. The college experience has continued to be mostly centered around physical activity. We give students a variety of options for managing their daily fitness routines and lifestyles. Games and sports are essential for students' overall physical and mental development. Since 2011-2012, Sophia has been a SAI day boarding facility. Events held outside and inside the walls of the college have traditionally been planned with a variety of functional amenities.

For the session 2021-22 besides the existing facilities college made some more additions- .

1. Cricket Bats, Balls, Hockey sticks, Badminton rackets etc. were purchased
2. Sports Mattress cover
3. Various other sports equipment's were purchased
4. Painting of Basketball court.
5. Extension of Gym-The gym was expanded with a variety of fitness gear and training equipments.

File Description	Documents
Geotagged pictures	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_21_22_4_1_2_Additional_Documents_.pdf">https://sophia.college/files/uploads/AQAR_21_22_4_1_2_Additional_Documents_.pdf</a>

#### 4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

48

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

51.77

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 4.2 - Library as a Learning Resource

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

Library automation is extremely important in this age of technology and College has taken an initiative to move its library towards paperless functioning through the use of EBLIS library management software in the year 2006 and partially automated with this software. From the year 2011 to 2016 the library was automated with a module of ERP software managed by Academic Hub. From the year 2017 library is fully automated with a module of

Sophia ERP. Presently ERP software and library module has their 2.0 version. Library provides access to its printed resources such as books and journals as well as electronic and online databases primarily for the use of faculty and students. In the central library module these are the sub modules:

1. Acquisition Sub Module
2. Circulation Sub Module
3. Cataloguing Sub Module
4. Serial Control sub module
5. Online Public Access Catalogue
6. Maintenance Submodule: manage all the works related to Stock (Book) Verification.

**Reports:** generates all the report related to library members, books, periodicals, circulation of books etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_21_22_4.2.1_Additional_information_.pdf">https://sophia.college/files/uploads/AQAR_21_22_4.2.1_Additional_information_.pdf</a>

**4.2.2 - Institution has access to the following:** A. Any 4 or more of the above  
**e-journals e-ShodhSindhu Shodhganga**  
**Membership e-books Databases Remote**  
**access to e-resources**

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)**

3.64

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

##### 4.2.4.1 - Number of teachers and students using the library per day during the year

9415

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

#### 4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The Internet, which is currently the most beneficial technology, is essential to the development and growth of the education sector. When the College shifted to an online method for its teaching and evaluation during the pandemic, having an IT policy that covers high speed Wi-Fi and LAN connections of 600 MBPS was extremely helpful. In addition, all faculty, staff, and students have been given unique IDs and passwords to access INFLIBNET and Shodhganga in order to do research at the institution.

The College offers printing, scanning, and photocopying services to all of its students and faculty. The Central Library is well-equipped and offers internet access and Wi-Fi. To promote e-learning within the college, advanced IT labs have been developed. A set budget is established by the college administration for the purchase of computers and other IT equipment. Through the College Moodle, the organisation was able to offer e-content to the students during Segrite Endpoint Security, which provides anti-virus protection, and a Mikrotik device, which secures our hotspot mechanism, make up the institution's own cyber security system.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/agar_21_22_4.3.1_Pictures_of_Lan_Connection.pdf">https://sophia.college/files/uploads/agar_21_22_4.3.1_Pictures_of_Lan_Connection.pdf</a>

**4.3.2 - Student - Computer ratio**

Number of Students	Number of Computers
<b>1698</b>	<b>192</b>

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

**4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus**
**A. 50 Mbps**

File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>

**4.3.4 - Institution has facilities for e-content development:**
**C. Any two of the above****Facilities available**

for e-content development Media Centre  
Audio-Visual Centre Lecture Capturing  
System (LCS) Mixing equipments and  
software for editing

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_2021_22_4_3_4_ICT_2021-22.pdf">https://sophia.college/files/uploads/AQAR_2021_22_4_3_4_ICT_2021-22.pdf</a>
List of facilities for e-content development (Data Template)	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

48.06

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

The College has always believed in functioning along and within the parameters of well-formulated policies. In consonance with this principle, Academic and Administrative audits are done from time to time. The Management, Planning Committee, Finance Committee, IQAC and the College Council operate in unison, safeguarding the optimal utilization of accessible assets. The committees bear the responsibility to establish, enhance and maintain the infrastructure of the Institution. The committees assess the infrastructure needs by keeping abreast of industry trends and society needs. Every year a budget is allocated for each laboratory and each department maintains an order book, stock upgradation and maintenance register. Lectures are delivered in ICT enabled 43 spacious and well ventilated classrooms with sufficient lighting, Wi-Fi and LCD projectors which includes 7 smart classrooms. For managing biodegradable waste, the institution has vermin compost pits and a biogas plant on its campus. A proper Rain Water Harvesting System and a tank of one lakh cubic litres capacity fulfil the water requirements of the campus. 344 solar panels generate 100KWH of electricity which not only covers the College needs but the surplus is even supplied to

the government electricity board.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_4.4.2_Bills_2021-22_.pdf">https://sophia.college/files/uploads/AQAR_4.4.2_Bills_2021-22_.pdf</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

30

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

27

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

**5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology**

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="https://sophia.college/files/uploads/2021-22 Additional Doc 5.1.3..pdf">https://sophia.college/files/uploads/2021-22 Additional Doc 5.1.3..pdf</a>
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

433

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

#### 5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

## 5.2 - Student Progression

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

53

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

### 5.2.2 - Number of outgoing students progressing to higher education

136

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

### 5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

**5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year**

33

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 5.3 - Student Participation and Activities

**5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year**

29

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Sophia Girls' College (Autonomous), Ajmer believes in the fact that "Leadership is based on inspiration, not domination; on cooperation, not intimidation".

Therefore, every year it elects a Student Council body which is democratically selected and constitutes the Deputy Head girls, the Games Captain, the Class Representatives and the Representatives of the various Clubs and Fora.

Even in the session 2021-22, the Student Council body undertook the duties and tasks entrusted to their care with utmost sincerity and dedication. They fulfilled the following responsibilities:

- Acted as the bridge between the Management, teachers and students.
- Helped in maintaining discipline and cooperation between the students.
- Organized various programmes of national and local importance such as Independence and Republic Day, Management Day, Teachers Day, Sophians' Day etc.
- They also formed an inevitable part of the various Academic and Administrative bodies such as-

1. Students' Association
2. Anti-Ragging Committee
3. IQAC (Internal Quality Assurance Cell)
4. Academic Council
5. Board of Studies
6. Anti -Sexual Harassment Cell
7. Grievance Redressal Committee
8. Discipline Committee
9. Student Welfare Committee
10. Anti- Ragging Committee

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/5.3.2_COLLEGE_COMMITTEES_2021-22_.pdf">https://sophia.college/files/uploads/5.3.2_COLLEGE_COMMITTEES_2021-22_.pdf</a>

### 5.3.3 - Number of sports and cultural events / competitions organised by the institution

11

File Description	Documents
Report of the event	<a href="#">View File</a>
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

## 5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

It is a proud privilege to state that, the alumni of Sophia Girls' College (Autonomous), Ajmer have been truly loyal and sincere supporters of their alma mater and contributed in the following ways in the session 2021-22:

1. They were invited in the form of Resource persons to share the vast ocean of their knowledge through various Seminars, Webinars, Guest lectures and Expert talks.
2. The alumni holding respectable positions were invited to share their experience and provide guidance to students to take up the right career.
3. They made financial contributions to the college in the form of donations and scholarships.
4. They also gave their valuable opinions and suggestions in the Board of Studies meeting where their presence is considered a must.
5. The college has a registered alumni association i.e., 'The Alumni Association of Sophia Girls' College (Autonomous), Ajmer' which has been registered under THE RAJASTHAN SOCIETIES REGISTRATION ACT, 1958 (Registration No. -

COOP/2021/AJMER/200361) on 25th of February, 2021. This Association continuously assesses and analyses the comments and suggestions of the alumni and takes vigorous steps to initiate them for the welfare of the college.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sophia.college/files/uploads/Add_Information_21-22_5.4.1.pdf">https://sophia.college/files/uploads/Add_Information_21-22_5.4.1.pdf</a>

#### 5.4.2 - Alumni's financial contribution during the year A. ? 15 Lakhs

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

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

##### Foundation of the Institution

In keeping with the founders' vision, the College emphasises on the holistic development of girls via academic growth, moral indoctrination, and the development of global capabilities.

##### Nature of Governance

- Decentralized and Democratic approach
- The Management delegates authority to the Principal: the Deans, Heads of Departments, Coordinators of various committees, and student representatives share the responsibility.

##### Participation of Teachers

- Role models and motivators who foster social and cultural awareness in pupils.
- Proactive Members and Committee Coordinators

The following initiatives encourage effective leadership:

- The creation and implementation of quality standards;
- A supportive learning environment;
- Upgradation of the curriculum in accordance with emphasis on employability
- The adoption of online and blended mode of learning.

Perspective Plans:

- Provide students with high-quality education without prejudice;
- Include activities which are planned and executed with the motive of imparting values such as love, cooperation, social welfare and communal harmony, thereby initiating social change.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sophia.college/files/uploads/AQAR_2021-22_6.1.1_Additional_Information_.pdf">https://sophia.college/files/uploads/AQAR_2021-22_6.1.1_Additional_Information_.pdf</a>

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The College is administered by Sophia College Education Society. A well-defined hierarchy of authority and responsibilities is followed as depicted in the organogram of the College. The decentralization of management assures involvement and contribution of all the members and stakeholders.

In the session 2021-22 as the College was at the threshold of NAAC inspection and was working on its Self -Study Report, various committees and core committees were formed under the leadership of the Principal and the IQAC coordinator. The Deans, Heads of Departments, the Coordinators of various committees and the student representatives were delegated various responsibilities to ensure effective implementation of the strategic plans of the Institution.

The selected Criterion Heads had frequent meetings with their committees to evaluate their progress and to see to the completion of SSR. It involved a lot of discussion and planning through a

number of meetings with the Staff, Alumni Association, PTA and Student Associations.

By the end of the session, the Institution, with well-co-ordinated collaborative work among the management, teaching, non-teaching staff and students successfully submitted the SSR and got ready for the NAAC Inspection.

File Description	Documents
Upload strategic plan and deployment documents on the website	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="https://sophia.college/files/uploads/AQAR_2021-22_6.1.2_Strategic_plan_.pdf">https://sophia.college/files/uploads/AQAR_2021-22_6.1.2_Strategic_plan_.pdf</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Keeping in mind the vision and mission of Sophia Girls' College (Autonomous), Ajmer of providing ample opportunities for holistic development of the students to enable them to make an effective contribution to the community, society and nation, the College has always encouraged its students to become Cadets in the NCC and venture beyond the bounds of their home and offer dedicated service to the Nation. In accordance with its motto 'Unity and Discipline', NCC unit at Sophia aims at the development of character, discipline, a secular outlook, comradeship, spirit of adventure and selfless service amongst the young citizens. In light of this, the NCC Naval Unit was started in Sophia Girls' College in the year 2021-22 under the Self Finance Scheme of National Cadet Corps. The Naval Unit of the College works under 2 Raj Naval Unit NCC, Ajmer. They have allotted 50 seats to the college. Two of our cadets were selected for the All India Nau Sainik Camp held at Vishakhapatnam this year and 1 cadet is selected for RDC.

In this way, Sophia College aims to achieve its mission of instilling moral values and creating responsible citizens.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_2021-22_6.2.1_Organogram_.pdf">https://sophia.college/files/uploads/AQAR_2021-22_6.2.1_Organogram_.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The administrative set-up, appointment, and service rules are clearly explained in the Institution Service Rule Book. The following list includes the main institutional players in policy development.

#### ACADEMIC AND ADMINISTRATIVE SETUP:

The College's overall development is something that the Principal is always striving for.

The College Deans are responsible for scheduling academic programmes, obtaining accreditation, promoting a research atmosphere, and allocating resources.

The integrity of the examinations is the responsibility of the COE.

The IQAC Coordinator oversees the effective implementation of the IQAC's decisions.

The HODs are in charge of ensuring that the departments run efficiently.

The Office Superintendent provides guidance throughout the budget planning process. Every record is kept current by the administrative staff.

The collective student goals are given voice through the student representatives.

**APPOINTMENT PROCEDURES:** The Selection Board, which consists of the Principal, Management representatives, and subject experts,

recommends hiring the teaching staff. The Selection Board, which consists of the Vice-Principal, the Principal, and the Financial Administrator, makes recommendations for the appointment of non-teaching staff. The requirements for appointment are experience, teaching ability, and academic competence.

**SERVICE RULES:** The specific service requirements for hiring teaching and non-teaching staff are listed in the college handbook

File Description	Documents
Paste link to Organogram on the institution webpage	<a href="https://sophia.college/files/uploads/AQAR_2021-22_6.2.1_Organogram_.pdf">https://sophia.college/files/uploads/AQAR_2021-22_6.2.1_Organogram_.pdf</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sophia.college/files/uploads/Sophian Policy Handbook.pdf">https://sophia.college/files/uploads/Sophian Policy Handbook.pdf</a>

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The institution has various effective welfare measures for the faculty members and the benefit of the supporting staff such as:

- Incentives for attending Conferences, Webinars, Workshops, FDPs, PDPs, Short-term Courses and for presenting/publishing Research Papers

- Seed money for research
- Academic Leave, Privileged Leave, Medical Leave, Casual Leave, On Duty Leave and Provident Fund facility
- Orientation Programmes, Conferences, Seminars, FDPs, PDPs, and workshops are organized for the teaching staff
- Complete academic freedom given to apply for projects to government and non-government funding agencies
- Permission to provide consultancy during College hours
- Free medical check-ups, Maternity/Paternity Leave and special consideration even after maternity leave
- Internet, e-Resource Lab, N-LIST account and free Wi-Fi facilities
- Spiritual Retreats, recreational activities and Get-together
- Staff quarters
- Free facility of Swimming pool and Gymnasium
- Creche for the children of staff members
- Banking Facility in the vicinity of the College
- Infirmary and Ambulance facility
- Concessions and free ships for the children of the maintenance staff
- Conducting training sessions and Skill development courses for non-teaching staff
- Interest free loans
- Amount of Rs.7000/- provided as educational help for the children of maintenance staff
- Term insurance of Rs. 5 lakhs for all the maintenance staff members
- Non-Teaching Staff members are encouraged for further studies

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_21-22_6.3.1_supporting_document_.pdf">https://sophia.college/files/uploads/AQAR_21-22_6.3.1_supporting_document_.pdf</a>

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

7

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

27

File Description	Documents
Summary of the IQAC report	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The institution's accounts are made authentic via financial auditing.

Every year, the Internal Audit Committee conducts two formal internal reviews in which it evaluates the various revenue streams

(fees and other sources) against the expenses (assets purchased or written off). It also mandates that each unit's budget be prepared promptly, and that any deviations that might have happened during the inspection be reviewed. This procedure includes conducting two formal internal reviews each year.

The External Audit Committee ensures that the institution's financial status is accurately portrayed in its accounts and attests to the best possible use of its resources.

The Governing Body designates a firm of Chartered Accountants, S. Vepari & Company, to carry out an External Audit, held at the conclusion of each Financial Year. Bank statements and actual cash verification are used to verify and examine the bank and fee reconciliation statements, the cash book, vouchers, etc.

The costs for infrastructure improvement are then checked against quotes and approved resolutions. During the audit, the declared assets are physically verified.

The External Auditor creates an Annual Statutory Report and presents it to the College's Management.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/agar_21_22_6.4.1_Supporting_document_.pd">https://sophia.college/files/uploads/agar_21_22_6.4.1_Supporting_document_.pd</a>

#### 6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

#### 6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The College is always on the lookout for ways to get grants and money from different government agencies. The college administration is in charge of ensuring that resources are used as efficiently as possible in the construction and upkeep of the college infrastructure. The Management and Finance Committee keep an eye on the distribution of the funds.

Three domains can be distinguished in resource utilisation:

### 1. Utilizing Human Resources

Members of the faculty serve as coordinators, members of various committees, and resources for courses on life skills and skill improvement.

### 2. Infrastructure or Material Resources

- Smart Boards are used to make online courses more engaging and interactive.
- A media room have made record electronic content and run webinars.
- Indoor synthetic courts for basketball and badminton have been constructed.
- The Gymnasium's renovation and expansion was completed.

### 3. A Reputable Library

The Central Library maintains more than 50 reputable publications and magazines to support the academic development of both teachers and students.

OPAC will make sure that readers may easily access reference information.

All resource mobilisation policies are reviewed on a regular basis to make sure they are being applied systematically and strictly.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sophia.college/files/uploads/agar_2021-22)6.4.3_supporting_document_.pdf">https://sophia.college/files/uploads/agar_2021-22)6.4.3_supporting_document_.pdf</a>

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

### Infrastructural Development

- To encourage student-centric, comprehensive, and innovative teaching and learning practices and meet the needs of today's diverse learners, the College set up a Media Lab in the session 2018-19 which has now adopted the best available technologies and is being extensively used for growth. In the Lab, a soundproof studio for recording and an adjacent room for post-production has been set up. The lab consists:
  - Internet connectivity and Wi-Fi set up
  - The latest state of art audio-video recording equipment
  - 2 desktop computers with i5 and i7 processor
  - HI-Definition professional video camera
  - Special light panels for video recordings and LED lights
  - Projector Screen 6\*8 and an Interactive New line 185 Panel with BOYA Wireless Mic.

### Functions/Facilities

- The Digital Learning Centre (DLC) is designed for comprehensive, flexible, self-paced digital learning and to house all educational programmes for the benefit of the students. The facilities provided are:
  - FDPs to train the faculty members to create E-learning content and upload on Sophia Moodle
  - Student accessibility to high quality video lectures and study material

- Access to library Open Access Resources and Books
- Access of WEBOPAC on Mobiles to Staff and Students

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/agar_21-22)6.5.1_Supporting_document_.pdf">https://sophia.college/files/uploads/agar_21-22)6.5.1_Supporting_document_.pdf</a>

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

### 1. Academic Audit

The IQAC conducts the Academic Audit in the form of Internal and External Academic Audit and reviews the ongoing collaborations, teamwork, peer feedback and self-reflection of the institution by a detailed review received by each department which is analysed by the IQAC. Each department prepares a report on their activities, initiatives, programs, courses, research initiatives and the track of placement and progression along with the presentation of SWOT. The report is peer-reviewed. The Academic Audit helps ensuring the effectiveness of the practices and also to identify the measures for improvement.

### 2.The Implementation Of Outcome Based Education

The achievement of Education goals is evaluated through various Assessment Processes like Formative and Summative Assessments. In each program, a continuous feedback is taken. Teaching methods are adopted, material is selected to cater to the needs of the course. Both, Direct Methods (Sample of students' assignments and performances), and Indirect Methods (Reports of perceived student learning) are used to assess the outcomes and to identify the indicators for improvement. The tools for assessment are divided into Internal and End Semester Examinations, Non-CGPA courses, Research and Exchange activities, Entrepreneur Programs, Internships, MOOCs Certified Courses, Class tests and Assignments.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_21-22_Additional_Doc_6_5_2.pdf">https://sophia.college/files/uploads/AQAR_21-22_Additional_Doc_6_5_2.pdf</a>

**6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)**

**B. Any 3 of the above**

File Description	Documents
Paste the web link of annual reports of the Institution	<a href="https://sophia.college/index.php/site/annual_reports">https://sophia.college/index.php/site/annual_reports</a>
Upload e-copies of accreditations and certification	<b>No File Uploaded</b>
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

**The College initiated the following measures for ensuring safety and security of students on campus during the session:**

#### **FACILITIES FOR WOMEN ON CAMPUS**

##### **(I) Curricular**

**A Value-Added Course was conducted in Human Rights for the Final Year Students to acquaint them regarding the basic human rights.**

**(II) Co-curricular****A. Safety and Security**

The infrastructure of the college is well equipped with all the facilities ensuring the safety and security of the students-

- Surveillance Cameras
- Proper Guard facility
- Clean and Hygienic washrooms
- Women's Development Cell
- Counseling Cell
- Grievance Redressal Cell
- Anti-Ragging Cell
- NSS, NCC
- Different Forums and Clubs
- Media Lab
- Hostel
- Canteen
- Career and Guidance Cell
- Gender Sensitization Cell
- Anti-Sexual- Harassment Cell
- Equal Opportunity Cell

**B. Counseling**

- Permanent Expert Counselor
- Mentor-Mentee Program/Value Education Classes
- Seminar on Family Life Education

**C.Common Room**

- There is a well-equipped separate Infirmary provided to the students to be used when they are sick.

**D.Day care center for young children**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sophia.college/files/uploads/7.1.1.Additional_InformationGSC_Minutes_21-22_.pdf">https://sophia.college/files/uploads/7.1.1.Additional_InformationGSC_Minutes_21-22_.pdf</a>

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

**A. Any 4 or All of the above**

File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)**

Sophia Girls College has a 100% eco-friendly Campus & the main focus being on the three R's - "Reduce, Recycle, Reuse" in Sophia College the following waste management strategies are endorsed to combat or deal with College waste.

#### **Solid Waste Management**

- Labeled dustbins at prime locations.
- College garbage is collected by Municipal Corporation of Ajmer.
- Vermi-composting and Biogas plant.
- Awareness Programs.

#### **Liquid Waste Management**

- The liquid wastes generated in the College Campus include Sewage, Laboratory, Laundry, hostel and canteen effluent waste. Effective measures are adopted for disposal without causing harm to the environment.

#### **E-Waste Management**

E-waste mainly includes obsolete electronic devices. The Institution adopts following methods for management of E-waste.

- Regular service for maintenance of e-devices by technical staff.
- Reuse of working components of damaged computers.
- Condemned E-waste is disposed off through vendors.

#### **Hazardous Chemicals and Radioactive Waste Management:**

- Chemical waste generated from the laboratories is very small in quantity; hence they are handled along with septic sewage.
- Reuse of acidic waste by solvent crystallization.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geotagged photographs of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

**A. Any 4 or all of the above**

File Description	Documents
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

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

**A. Any 4 or All of the above**

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geotagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

### 7.1.6 - Quality audits on environment and energy undertaken by the institution

**7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:**

**A. Any 4 or all of the above**

1. Green audit
2. Energy audit
- 3.Environment audit
- 4.Clean and green campus recognitions/awards
- 5.Beyond the campus environmental promotional activities

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

**7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance,**

**A. Any 4 or all of the above**

reader, scribe, soft copies of reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	<a href="#">View File</a>
Policy documents and brochures on the support to be provided	<a href="#">View File</a>
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

- The Institution visions to achieve "Unity Amidst Diversity" which is the state of working together harmoniously despite having immense diversity.
- The entire admission process to UG and PG programmes is done through single window system with provisions included for differently abled students and socially disadvantaged students. There is also provision of reservation of seats for SC,ST, OBC & students of other underprivileged communities.
- Commemorative events organised this year are Human Rights Day, International Women's Day, Constitution Day, National Youth Day, World Heath Day etc in which students actively participate which helps them to practice tolerance and accepting one another's differences, behaviour and beliefs.
- The College organized activities like National Service Scheme day, Annual Nurition fair ,medical camp , awareness on Voter Registration Election literacy Programme etc. Sadhbhawna Diwas was celebrated on the 20thAugust, 2021. Volunteers of NSS educated the people of village on issues like AIDS and voting awareness saving of girl child etc. The NSS Wing of the College meticulously follows the policy of 'Each One Teach One' where each student volunteer takes the responsibility of teaching one less privileged child.
- Cultural tolerance, tolerance, peace, human rights, dignity, respect, cooperation, understanding, appreciation and human values are a vital part of our curriculum. Several talks and activities are conducted on a regular basis mainly to create an inclusive work environment and to instil the values of

**tolerance and harmony amongst students.**

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>

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

During the session 2021-2022, Sophia Girls' College (Autonomous), Ajmer made conscientious efforts to sensitize the Staff and students about their constitutional obligations, values, rights, duties, and responsibilities as citizens. On the occasion of the 75th Independence Day, the College organized 'Azadi ka Amrit Mohotsav' programme and 'Fit India Freedom Run 2.0'. It conducted a series of competitions and games for the staff and students to celebrate this one in a lifetime moment. The Institution organised its first ever YOUTH PARLIAMENT under the aegis of the MINISTRY OF PARLIAMENT AFFAIRS on the 30th of August 2022.

The College also celebrated festivals of National and local like Gandhi Jayanti, Sadbhawana Diwas, National Integration Day, Human Rights Day, Rakhi, Diwali, Women's Day, International Youth Day, Girl Child Day, Literacy Day etc. On the occasion of the Constitution Day- the Preamble was read and Quiz was conducted to spread awareness about the ideals of our Constitution and its architect B.R. Ambedkar.

Apart from imparting education, the College aims at inculcating a feeling of togetherness among the students and Staff members through various practices and activities.

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

**7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts** A. All of the above

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

File Description	Documents
Code of Ethics - policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

College celebrates all major commemorative days and festivals with full zeal and patriotism.

#### NATIONAL DAYS:

- INDEPENDENCE DAY (15TH AUGUST)

Independence Day is celebrated by hoisting the Tricolor, followed by speeches, songs and Nukkad Nataks by students.

#### TEACHERS DAY (6TH SEPTEMBER)

The students express their gratitude towards their teachers through dance performances, speeches & songs.

- GANDHI JAYANTI (2ND OCTOBER)

The Gandhian principles are expressed by organizing diverse competitions.

- CONSTITUTION DAY (26TH NOVEMBER)

The Principal reads the Preamble in unison in the Assembly

- REPUBLIC DAY (26TH JANUARY)

The College assembles together for flag hoisting, patriotic songs, and Nukkad Nataks on this day.

#### INTERNATIONAL DAYS:

- WORLD ENVIRONMENT DAY (5TH JUNE)

The day is celebrated to develop consciousness about our environment.

- INTERNATIONAL DAY OF YOGA (21ST JUNE)

Several sessions are organized to highlight the health benefits of this practice.

- INTERNATIONAL LITERACY DAY (8TH SEPTEMBER)

The students teach the marginalized women and children in the vicinity.

- WORLD AIDS DAY (1ST DECEMBER)

This Day is commemorated to create awareness about AIDS among people.

- HUMAN RIGHTS DAY (10TH DECEMBER)

The dignity of human life is emphasized by organizing various activities.

- INTERNATIONAL WOMEN'S DAY (8TH MARCH)

This day celebrates women's contribution to the welfare and development of the society.

#### FESTIVALS:

The College celebrates Diwali & Christmas with great enthusiasm and delight.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<a href="#">View File</a>
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

### 1. Title of the Practice: Grooming knowledge and skills through Institutional Innovations

#### Objectives of the Practice:

- To create entrepreneurship opportunities for students.
- To give a platform to students to showcase entrepreneurial skills
- To support young entrepreneurs to start up their own business venture.

#### The Practice:

Sophia Girls' College, Ajmer promote innovation and entrepreneurship and encourages and motivates the young budding entrepreneurs to innovate, lead, collaborate, and persevere their innate talents by providing them seed money.

#### Evidence of Success:

The Innovation Cell of the College has collaborated with private sectors and investors and has designed industry-relevant courses which help in transferring practical knowledge to the students. The Institution Innovation Cell has conducted various Seminars and Entrepreneurship Development Programmes.

### 2. Title of the Practice: Creating positive contributors for the society and nation.

#### Objectives:

- To keep the Alumni Association active and agile by organizing meetings through its various chapters.
- To fulfil the mission and vision of the institution through its alumni ambassadors

#### The Practice :

The Institution is committed towards the holistic development of the students and prepares them to play significant role throughout the globe, contributing as administrators, professional managers, consultants, entrepreneurs, and researchers.

#### Evidence of Success:

An Institution is known by the laurels of its alumni and the impact they have on the world around them. Through their talent, experience, and specialised education, some of them have come to occupy leadership positions in their chosen fields of work. Our alumni are of the highest calibre and repute.

File Description	Documents
Best practices in the Institutional website	<a href="https://sophia.college/site/igac">https://sophia.college/site/igac</a>
Any other relevant information	<a href="https://sophia.college/files/uploads/AQAR_7.2.1._2021-22_Additional_Information_.pdf">https://sophia.college/files/uploads/AQAR_7.2.1._2021-22_Additional_Information_.pdf</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

#### International Certification Courses to Develop Global Competencies

Sophia Girls' College in keeping with its vision seeks to pursue scholastic excellence and instill global competencies among its students. A wide range of International Certification Courses are offered to the students to be pursued parallel to the UG Programs they are enrolled in. These courses are open to students across the forced boundaries of streams and disciplines, providing a truly liberal and choice-based academic ambience to the students

Educating for global competence has given a boost to the employability quotient of our students who have passed out from this sixty-three years old portal of learning.

Certification Courses have helped our students to showcase their competencies, commitment for the profession, build expertise in their professional subject area, and help with their job advancement. In keeping with the times, Sophia Girls' College, Ajmer offers the following certifications that the students can complete along with their regular degree course-

Data Analytics, US -CMA, Digital Marketing, Business Analytics, ACCA-UK, DELF (Diploma in French Language Studies). Thus Sophia Girls' College plays a crucial role in helping young people to develop global competence through International Certification courses.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

Committed to its mission and vision of women empowerment, the College's Curriculum focuses on outcome-based learning that consciously coincides with regional, national and global development goals. Every syllabus specifically caters to achieving these outcomes which have been framed in keeping with the concerns like Research, Entrepreneurship, contribution to Society/Community, Progression to Higher Studies and Employability. The course outcomes are assessed through Continuous Internal Assessment, Semester End Examination, Assignments, Project work and Class room performance. Each question is tagged to the corresponding Course Outcome (CO) and the overall attainment of that CO is based on the average mark set as target for final attainment. Group Discussions, Case Studies, Brainstorming, Presentations, Quiz, and Role playing are used to stimulate critical thinking and curiosity. These methods, approaches, and objectives of the College are reflected in the Program Outcomes (PO), Program Specific Outcomes (PSO) and Course Outcomes (CO). The Course Outcomes provide quantitative measurement of how well the Program Outcomes are achieved. In consonance with the NEP, the College offers several Generic and Skill Based Courses, as well as Diploma Programs. Additional courses such as GIS, French, Yoga, Advanced Communicational Skills, Basic SPSS, and Personality Development enhance the overall growth of the students.

File Description	Documents
Upload additional information, if any	<a href="#">View File</a>
Link for additional information	<a href="https://sophia.college/files/uploads/AQAR 21-22_1.1.1 Additional Information .pdf">https://sophia.college/files/uploads/AQAR 21-22_1.1.1 Additional Information .pdf</a>

#### 1.1.2 - Number of Programmes where syllabus revision was carried out during the year

2

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<a href="#">View File</a>
Details of syllabus revision during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

512

File Description	Documents
Curriculum / Syllabus of such courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	<a href="#">View File</a>
MoUs with relevant organizations for these courses, if any	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

### 1.2.1 - Number of new courses introduced across all programmes offered during the year

28

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

### 1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

19

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Sophia Girls' College (Autonomous), Ajmer aims at the holistic development of its students which is inclusive of certain core human values. The concepts of Gender Equality, Environmental Conservation, Sustainable Development and Professional Ethics are interwoven in the institution's curriculum and teaching.

Courses on Sustainable Development by Geography Department, Environment Studies by History Department, Environmental Economics is by Economics Department, Concept of Eco-feminism as well as Gender Sensitivity by English Department, Gender Equality and Women Empowerment by the Department of Political Science and Psychology, Women's Movements by Sociology Department constitutes an integral part of their curriculum and helps to familiarize the students with various related issues.

The Department of Computer Science regularly conducts sessions on cyber-crime and internet ethics. Similarly, the Management Department teaches students about professionalism and business ethics. Financial Auditing is offered by the Department of Commerce. Zoology contributes by promoting virtual dissection. Besides the curricula, the Environmental and Energy Committee, Planning and Monitoring Cell, Anti-Sexual Harassment Cell, Cell for Social and Environmental Concern, Gender Sensitization Cell, Equal Opportunities Cell, Environmental, NSS, and NCC wings of the College imbue students with feelings of empathy towards various issues of gender discrimination, human values, and environment sustainability.

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

### 1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

23

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.3.3 - Number of students enrolled in the courses under 1.3.2 above

2031

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.3.4 - Number of students undertaking field work/projects/ internships / student projects

198

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.4 - Feedback System

--	--

<b>1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni</b>	<b>A. All 4 of the above</b>								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Provide the URL for stakeholders' feedback report</td><td><a href="https://sophia.college/site/igacsect/structured-feedback-on-syllabus">https://sophia.college/site/igacsect/structured-feedback-on-syllabus</a></td></tr> <tr> <td>Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management</td><td><a href="#">View File</a></td></tr> <tr> <td>Any additional information</td><td><a href="#">View File</a></td></tr> </tbody> </table>	File Description	Documents	Provide the URL for stakeholders' feedback report	<a href="https://sophia.college/site/igacsect/structured-feedback-on-syllabus">https://sophia.college/site/igacsect/structured-feedback-on-syllabus</a>	Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<a href="#">View File</a>	Any additional information	<a href="#">View File</a>	
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Provide the URL for stakeholders' feedback report	<a href="https://sophia.college/site/igacsect/structured-feedback-on-syllabus">https://sophia.college/site/igacsect/structured-feedback-on-syllabus</a>								
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<a href="#">View File</a>								
Any additional information	<a href="#">View File</a>								
<b>1.4.2 - The feedback system of the Institution comprises the following</b>	<b>A. Feedback collected, analysed and action taken made available on the website</b>								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Provide URL for stakeholders' feedback report</td><td><a href="https://sophia.college/site/igacsect/structured-feedback-on-syllabus">https://sophia.college/site/igacsect/structured-feedback-on-syllabus</a></td></tr> <tr> <td>Any additional information</td><td><a href="#">View File</a></td></tr> </tbody> </table>	File Description	Documents	Provide URL for stakeholders' feedback report	<a href="https://sophia.college/site/igacsect/structured-feedback-on-syllabus">https://sophia.college/site/igacsect/structured-feedback-on-syllabus</a>	Any additional information	<a href="#">View File</a>			
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Any additional information	<a href="#">View File</a>								
<b>TEACHING-LEARNING AND EVALUATION</b>									
<b>2.1 - Student Enrollment and Profile</b>									
<b>2.1.1 - Enrolment of Students</b>									
<b>2.1.1.1 - Number of students admitted (year-wise) during the year</b>									
<b>653</b>									
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Any additional information</td><td><a href="#">View File</a></td></tr> <tr> <td>Institutional data in prescribed format</td><td><a href="#">View File</a></td></tr> </tbody> </table>	File Description	Documents	Any additional information	<a href="#">View File</a>	Institutional data in prescribed format	<a href="#">View File</a>			
File Description	Documents								
Any additional information	<a href="#">View File</a>								
Institutional data in prescribed format	<a href="#">View File</a>								
<b>2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)</b>									
<b>239</b>									

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

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The institution assesses the students' learning capabilities through the application of various teaching pedagogies such as Group-Discussions, Brainstorming Sessions, Quizzes and Internal Tests and is thus able to identify the advanced and slow learners. Faculties conduct remedial classes and problem-solving sessions for slow learners so as to improve their basic concepts. Through these sessions, the teachers guide and advise the students regarding the ways of developing learning skills at both, theoretical as well as practical levels. Teachers also motivate the students to set higher goals and to work towards achieving them by conducting regular Career Counselling Sessions.

The Advanced learners are also encouraged to pursue internships and other certificate courses. In order to improve their writing and presentation skills, the learners are also encouraged to write research papers and present them at International, National and State level Seminars, Conferences and Workshops.

Under the CBCS scheme, two internal assessment tests, one in each semester, are conducted before the completion of the sixteenth week of the Semester. The staff members make sure that the students regularly solve the previous year question papers etc. and also conduct regular counselling sessions to guide them in their learning process.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_21-22_2.2.1.Additional_Information_.pdf">https://sophia.college/files/uploads/AQAR_21-22_2.2.1.Additional_Information_.pdf</a>

**2.2.2 - Student – Teacher (full-time) ratio**

Year	Number of Students	Number of Teachers
20/08/2021	1698	67

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

**2.3 - Teaching- Learning Process**

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

The institution adopts various methods of teaching and learning with the objective of helping students acquire knowledge in an experiential manner and achieve greater interests in their respective fields.

The various departments of the college regularly organize International and National Seminars, Webinars, Talks, Guest Lectures, Workshops, Interactive Sessions where experts of respective domains share their insights. Hands on Training encourages practical knowledge as it gives the students a chance to observe the Experts of a field, to learn from them and apply the same in their life.

Educational and Industrial visits are organized to various places where students learn apply theoretical knowledge to the real world. Students are regularly guided and encouraged to apply for internships where they can acquire hands-on experience in their respective fields. The students are also taken to the nearby villages for survey through which they get exposure to the practical world and its problems and are motivated to devise various ways to deal with them.

By indulging in Application Based Learning, students get the opportunity to acquire a better understanding of their fields.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional Information	<a href="https://sophia.college/files/uploads/AQAR_21-22_2.3.1_Any_additional_information_.pdf">https://sophia.college/files/uploads/AQAR_21-22_2.3.1_Any_additional_information_.pdf</a>

### 2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

To be at par with the emerging technological trends in education, the college has equipped all its classrooms with LCD projectors, with 6 smart classes containing a smart interactive board. All departments have been furnished with a desktop computer. The ICT tools used in the campus are Desktop PCs, Laptops, Projectors, Digital Cameras, Printers, Pen Drives, Photocopy machines, Scanners, Microphones, Interactive White Board, etc. The NPTEL gateway is used to access course materials and videos. Various participative learning exercises like Collaborative Learning Group, Group Discussion, Case Studies, Google quiz, MOOCS and e-learning technology etc., help the students to improve their skills. Teachers use Moodle, the online E content repository of the college where students have an access to the course material.

<http://moodle.sophia.college:8080/>

To facilitate effective ICT based teaching-learning, the college uses ERP software namely, Sophia ERP and Sophia Moodle. The College is connected through high-speed internet with bandwidth of 600 MBPS.

Students also get the provision of using the wide range e-resources of the library which are connected with the ERP system. The access to OPAC is also available to the students and staff for viewing, downloading and printing online teaching learning resources.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="https://sophia.college/index.php/site/digitallearning">https://sophia.college/index.php/site/digitallearning</a>
Upload any additional information	<a href="#">View File</a>

### 2.3.3 - Ratio of students to mentor for academic and other related issues

#### 2.3.3.1 - Number of mentors

67

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<a href="#">View File</a>
Circulars with regard to assigning mentors to mentees	<a href="#">View File</a>

#### 2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

For the perusal of the stakeholders, a well-defined Prospectus stating the institutional information such as Courses offered, Eligibility criteria etc. is provided by the college for every Programme. A well-structured Academic Calendar formulated by IQAC with the consent of the Head of the Institution is strictly adhered to and followed. The Academic Calendar is shared with the staff and students and displayed on the notice boards and uploaded on the college website. The process of examination is implemented as per this calendar and is supervised by the Controller of Examinations. If any necessary changes are required in the calendar due to any unforeseen circumstances, it may be incorporated only by the approval of the Head of the Institution. Following the UGC regulations, the Academic Calendar includes information such as number of working days, number of Indian festival holidays, preparation leaves for the exam, the dates of commencement of CIAs, tentative dates of the End Semester Examination etc.

All teaching staff members are required to prepare a teaching plan of the courses assigned respectively, as per this calendar. The lesson plans are comprehensive and include

information such as teaching pedagogy, sample questions as per Bloom's taxonomy and the topics to be covered in the stipulated time period.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

67

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>
Any additional information	No File Uploaded

### 2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

24

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

516 Years and 2 Months

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

### 2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

27.7312

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

84

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

The Examination Department of the College is well-equipped with ICT facilities such as, Desktops, Photocopiers and Printers, that are necessary for the Examination purposes. The IT software, Idex Solutions is used by the to fill the exam forms, the details of which are needed to be submitted in both hard and soft copy. Apart from exam forms, the software is also used to develop and print results of students. The marks of class performance and internal assessment are uploaded through the

online portal of the college.

The ERP system is used for examination activities like, generating hall-tickets, marksheets, uploading time tables etc. This system is effective for paperless communication between the Examination Cell and other departments. For the authentication of mark sheets, 3-D hologram and digital watermarking has been implemented to avoid counterfeit.

The College adopts the semester pattern of examinations that include Continuous Internal Assessments, End Semester Examinations and Mercy Examinations. All the information related with the exams is displayed on the college website (Sophia.college).

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sophia.college/files/uploads/AQAR_21-22_2.5.3_IT_Integration_in_Exams_.pdf">https://sophia.college/files/uploads/AQAR_21-22_2.5.3_IT_Integration_in_Exams_.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

The college aims at empowering students by enabling them to develop academic, social, professional and ethical competencies, thus making them competent and committed individuals.

The College implemented the CBCS in the session 2018-19 for PG and in 2019-20 for the UG courses to further enhance the course content. The Course Outcomes (COs) are designed in accordance to the Programme Outcomes (POs) and Programme Specific Outcomes (PSOs). Every course has a set of achievable goals which would result into attainment of the objectives of that particular course.

The course outcomes are drawn on the basis of Bloom's Taxonomy. The objectives and outcomes are mapped to measure students' attainment. The POs are prepared by the Deans of Academic Affairs in consultation with the Principal, IQAC Coordinator

and Heads of all Departments. The PSOs are prepared by the Departments keeping in mind the Vision of the College and Department, and the expected goals from the programme. The COs are prepared by the course facilitators in their respective Departments.

The POs, PSOs and COs are discussed in the respective Board of Studies meetings, the necessary suggestions are taken and incorporated. Once the syllabus along with POs and COs is sanctioned by the Academic Council, it is displayed on the College website for the knowledge of the students and their parents.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Link for additional Information	<a href="https://sophia.college/files/uploads/AOAR_2021-22_2.6.1_Program_Outcomes,_PSOs_COs.pdf">https://sophia.college/files/uploads/AOAR_2021-22_2.6.1_Program_Outcomes,_PSOs_COs.pdf</a>

#### 2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The college has well designed Programme, Programme Specific and Course Outcomes for all programmes and courses offered. The Course teacher identifies the allied competencies and performance indicators, which can be evaluated through mapping and appropriate testing tools.

Written Mode: CIA and End Semester Examinations, Quiz, MCQs, Worksheets, Projects, Reports, Assignments, Open book tests, Case studies & Dissertations.

Oral Mode: Viva-Voce, Reading Skills, Group Discussion, Public Speaking & Interview Skills.

Practical Mode: Laboratory Experiments, Programming, Designing, Debugging, Poster, Power Point Presentation, Model Making, Short Clip, Field Work & Internship.

The question paper strictly follows Revised Bloom's Taxonomy and thus students are evaluated on the basis of their

knowledge, application, analysis and evaluative skills of the topic. To assess the attainment of Programme Outcomes, feedback on the curriculum is obtained from the teachers, students, industrialists, parents and alumni. The attainment of COs is measured on the basis of the performance of students in the Continuous Internal Assessment and End Semester Examination through different levels of testing. If a student secures more than 60% marks in the CIAs and End Semester Examinations, it is considered, that she has understood the course and the respective CO has been attained. The programme outcome attainment level is measured by the Credits earned by the student.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sophia.college/files/uploads/AAQAR_21-22_2_6_2_Any_additional_information.pdf">https://sophia.college/files/uploads/AAQAR_21-22_2_6_2_Any_additional_information.pdf</a>

### 2.6.3 - Pass Percentage of students

#### 2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

530

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://sophia.college/files/uploads/Annual_Report_2021-22.pdf">https://sophia.college/files/uploads/Annual_Report_2021-22.pdf</a>

### 2.7 - Student Satisfaction Survey

#### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

[https://sophia.college/files/uploads/AQAR\\_2021-22\\_2.7.1\\_Adiitio](https://sophia.college/files/uploads/AQAR_2021-22_2.7.1_Adiitio)

[nal\\_Information\\_.pdf](#)

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

Sophia Girls' College (Autonomous), Ajmer is committed in promoting excellence in research and investigation through its well-defined policy framework, efficient procedures, and funding mechanism. The Institutional Research Policy along with policies on Code of Ethics, Seed money, Intellectual Property Rights and Consultancy focuses on inculcating research aptitude, develop the right kind of research culture and provide necessary facilities for establishing appropriate research infrastructure. The Institution has a well-established Research Laboratories to carry out both basic and applied research in P.G departments along with an enriched Research Section and Learning and Resource Centre in Central Library which contains more than 35658 Books, 4565 Reference Books, 795809+ E-Books, 63 Print Journals, 6000+ E-Journals. To motivate and promote faculty members to undertake Institutional Research Projects, the Institution granted a Seed Money of 2,70,000/- this session to support the advancement of research and experimentation. The Institution provided a 'Research Incentives' of 1,44,845/- to faculty members for promoting original research contributions and enhance their professional competency by participating in Conferences/Seminars/Workshops and presenting or publishing research papers/books. To promote interdisciplinary collaborative research, College has signed 51 MoUs with institutions of national as well as international repute. The College organized thirty National/International Conferences/Workshops/Seminar/Webinars and 3 Faculty Development Programs for Teaching Staff; 2 Non-Teaching Staff and 2 for the Maintenance Staff.

The Institutional Research Centre in collaboration with MDSU, Ajmer offers Ph.D. programs in four departments.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View File</a>
Provide URL of policy document on promotion of research uploaded on the website	<a href="https://sophia.college/files/uploads/The_Institutional_Research_Policy.pdf">https://sophia.college/files/uploads/The_Institutional_Research_Policy.pdf</a>
Any additional information	<a href="#">View File</a>

### 3.1.2 - The institution provides seed money to its teachers for research

#### 3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

#### 2.1

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	<a href="#">View File</a>
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<a href="#">View File</a>
List of teachers receiving grant and details of grant received	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

### 3.2 - Resource Mobilization for Research

#### 3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

#### 3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

#### 3.2.3 - Number of teachers recognised as research guides

5

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<a href="#">View File</a>
Institutional data in Prescribed format	<a href="#">View File</a>

### 3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

### 3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

Innovation is a major driving force of long-term growth and sustainable development. The Institution provides a conducive environment for the promotion of innovation and business ventures. Institution's Innovation Cell (IIC) working under the preview of the MHRD, Govt. of India is extending guidance and facilities to young budding students in various ways. Sophia Girls' College motivates students to be stalwarts in the field of innovation and entrepreneurship while pursuing their academic degrees. To streamline and strengthen the innovation and entrepreneurial ecosystem, the institute regularly organizes different activities. In session 2021-22, 07 major activities were organized focused on the holistic development through Entrepreneurial Development Program, preparation of Business Proposals, Women Entrepreneurs' Fair, Patent Filing, Website designing etc. The students are provided opportunities to directly interact with outstanding women entrepreneurs excelling in their field via the platform of 'MyCommunt' for their holistic personality development for professional growth and finding a place in the industry. The IIC provided a Seed

money of 99,000/- grant to 15 students towards setting up startups and business ventures. The Cell strives hard to keep pace with the changing times and guides students to become job givers instead of job seekers through the continuous improvement he students. Many students have created a niche for themselves in society and are earning while learning on the campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_IIC Annual Report 2021-22.pdf">https://sophia.college/files/uploads/AQAR_IIC Annual Report 2021-22.pdf</a>

### 3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

22

File Description	Documents
Report of the events	<a href="#">View File</a>
List of workshops/seminars conducted during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4 - Research Publications and Awards

**3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software**

**A. All of the above**

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

#### 3.4.2.1 - Number of PhD students registered during the year

6

File Description	Documents
URL to the research page on HEI website	<a href="https://sophia.college/site/research">https://sophia.college/site/research</a>
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

15

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

7

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_21-22_Additional_Document_3.4.4.pdf">https://sophia.college/files/uploads/AQAR_21-22_Additional_Document_3.4.4.pdf</a>

### 3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

#### 3.4.5.1 - Total number of Citations in Scopus during the year

0

File Description	Documents
Any additional information	<a href="#">View File</a>
Bibliometrics of the publications during the year	<a href="#">View File</a>

### 3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

#### 3.4.6.1 - h-index of Scopus during the year

0

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.5 - Consultancy

#### 3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

1.065

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	<a href="#">View File</a>
List of consultants and revenue generated by them	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

#### 4.15

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	<a href="#">View File</a>
List of training programmes, teachers and staff trained for undertaking consultancy	<a href="#">View File</a>
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	<a href="#">View File</a>

### 3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The Institution is assiduously involved in organizing Extension activities for the development of the students on various facets like organizational skills, interpersonal skills, communication skills and research skills. The College envisions implanting eternal values to enable students to become beacons of light and ambassadors of humanity by imbibing a sense of social responsibility and developing the skillset to set linkage between academic learning with societal problem-solving. Field visits, educational trips and surveys help teach theoretical concepts and values and serve as explicit examples

of life skills. As a part of the curricula, extension activities connect meaningful community service with academia wherein the participants develop leadership and teamwork skills and become more attuned to working amongst populations of varying ethnicity and socioeconomic status. A total of 25 major activities were organized to promote the institute-neighbourhood community to sensitize the students towards community needs.

#### Major Activities during the session

- Tree Plantation
- Trekking - Madar Pahar
- Plant Excursion
- Azola Cultivation
  
- Central Library visit
- Educational Visit to 'Kisan Mela evam Sangoshthi'
- Bank Visit
- Jaipur Literature Fest
  
- Excursion to Government Museum
- Historical excursion to Bundi
  
- Each One - Teach One System for students by nearby villages
- Nukkad Natak & Rallies
- Election Literacy Meeting
- Women Day Celebration
- National Voters Awareness Contest
- Seven Day National Camp
  
- Annual Training Camp
- Thal Sainik Camp
- IGC & Thal Sainik Camp I and IGC
- Yoga Day
  
- HIV/AIDS Hospital, KanaKheri
- Health Camps
  
- Socio Economic Survey
- Triganga Rally
- Field Visit & survey

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_21-22_3.6.1_Additional_.pdf">https://sophia.college/files/uploads/AQAR_21-22_3.6.1_Additional_.pdf</a>

### 3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

16

File Description	Documents
Number of awards for extension activities in during the year	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

33

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

1044

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.7 - Collaboration

**3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work**

18

File Description	Documents
Copies of documents highlighting collaboration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)**

8

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

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

In order to ensure that students reach their full academic potential, we've always believed in improving and modernising teaching - learning facilities.

**Class Rooms and Computers** - The institution features well-ventilated, large classrooms equipped with projectors and teaching aids, allowing students to study more effectively.

**Year**

**Classrooms with Desktop and WIFI**

## Smart Classes

## Computers

2021-22

43

07

248

## Library

The college always had a wonderful automated Central Library and it has then been expanded and improved with a sizable, priceless, and varied collection of books, journals, and other knowledge resources.

2021-22

35658(books)

4565(reference books)

795809+ (e-books)

63 (print journals)

6000 +(e-journals)

2.0 (ERP)

Laboratories- College has well equipped laboratories where the students can have hands on training. The College has set up a Media Centre that serves the dual purpose of a surveillance room as well as a resource lab to create teaching videos by this Centre. For all technologically demanding courses that rely on computers, these are crucial teaching-learning resources.

## Year

## No of Laboratories

2021-22

19+1 (Media Lab)

2021-22- Creation of Innovation cell- The Innovation Cell is designed to connect ideas, experience, and resources. This cell assists in fostering the students' ideas and motivates them to submit business concepts.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AOAR_21-22_4_1_1_Additional_Documents.pdf">https://sophia.college/files/uploads/AOAR_21-22_4_1_1_Additional_Documents.pdf</a>

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

#### Cultural Activities-

The college provides a variety of cultural activities for the students' overall development in addition to academics. Through various cultural activities students' creativity and leadership skills are encouraged.

#### Sports Facilities

Sports always had a substantial backing from college. The college experience has continued to be mostly centered around physical activity. We give students a variety of options for managing their daily fitness routines and lifestyles. Games and sports are essential for students' overall physical and mental development. Since 2011-2012, Sophia has been a SAI day boarding facility. Events held outside and inside the walls of the college have traditionally been planned with a variety of functional amenities.

For the session 2021-22 besides the existing facilities college made some more additions- .

1. Cricket Bats, Balls, Hockey sticks, Badminton rackets etc. were purchased
2. Sports Mattress cover

3. Various other sports equipment's were purchased
4. Painting of Basketball court.
5. Extension of Gym-The gym was expanded with a variety of fitness gear and training equipments.

File Description	Documents
Geotagged pictures	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AOAR_21_22_4_1_2_Additional_Documents_.pdf">https://sophia.college/files/uploads/AOAR_21_22_4_1_2_Additional_Documents_.pdf</a>

#### 4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

48

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

51.77

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

Library automation is extremely important in this age of technology and College has taken an initiative to move its

library towards paperless functioning through the use of EBLIS library management software in the year 2006 and partially automated with this software. From the year 2011 to 2016 the library was automated with a module of ERP software managed by Academic Hub. From the year 2017 library is fully automated with a module of Sophia ERP. Presently ERP software and library module has their 2.0 version. Library provides access to its printed resources such as books and journals as well as electronic and online databases primarily for the use of faculty and students. In the central library module these are the sub modules:

1. Acquisition Sub Module
2. Circulation Sub Module
3. Cataloguing Sub Module
4. Serial Control sub module
5. Online Public Access Catalogue
6. Maintenance Submodule: manage all the works related to Stock (Book) Verification.

**Reports:** generates all the report related to library members, books, periodicals, circulation of books etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_21_22_4.2.1_Additional_information_.pdf">https://sophia.college/files/uploads/AQAR_21_22_4.2.1_Additional_information_.pdf</a>

**4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources**

**A. Any 4 or more of the above**

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals**

**during the year (INR in lakhs)**

**3.64**

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)**

**4.2.4.1 - Number of teachers and students using the library per day during the year**

**9415**

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

### **4.3 - IT Infrastructure**

**4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities**

The Internet, which is currently the most beneficial technology, is essential to the development and growth of the education sector. When the College shifted to an online method for its teaching and evaluation during the pandemic, having an IT policy that covers high speed Wi-Fi and LAN connections of 600 MBPS was extremely helpful. In addition, all faculty, staff, and students have been given unique IDs and passwords to access INFLIBNET and Shodhganga in order to do research at the institution.

The College offers printing, scanning, and photocopying services to all of its students and faculty. The Central Library is well-equipped and offers internet access and Wi-Fi. To promote e-learning within the college, advanced IT labs have been developed. A set budget is established by the college administration for the purchase of computers and other IT

equipment. Through the College Moodle, the organisation was able to offer e-content to the students during Seqrite Endpoint Security, which provides anti-virus protection, and a Mikrotik device, which secures our hotspot mechanism, make up the institution's own cyber security system.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/agar_21_22_4.3.1_Pictures_of_Lan_Connection.pdf">https://sophia.college/files/uploads/agar_21_22_4.3.1_Pictures_of_Lan_Connection.pdf</a>

#### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
<b>1698</b>	<b>192</b>

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

#### 4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

**A. 750 Mbps**

File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>

#### 4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

**C. Any two of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_2021_22_4_3_4_ICT_2021-22.pdf">https://sophia.college/files/uploads/AQAR_2021_22_4_3_4_ICT_2021-22.pdf</a>
List of facilities for e-content development (Data Template)	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

48.06

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

The College has always believed in functioning along and within the parameters of well-formulated policies. In consonance with this principle, Academic and Administrative audits are done from time to time. The Management, Planning Committee, Finance Committee, IQAC and the College Council operate in unison, safeguarding the optimal utilization of accessible assets. The committees bear the responsibility to establish, enhance and maintain the infrastructure of the Institution. The committees assess the infrastructure needs by keeping abreast of industry trends and society needs. Every year a budget is allocated for each laboratory and each department maintains an order book, stock upgradation and maintenance register. Lectures are delivered in ICT enabled 43 spacious and well ventilated classrooms with sufficient lighting, Wi-Fi and LCD projectors which includes 7 smart classrooms. For managing biodegradable waste, the institution has vermin compost pits and a biogas plant on its campus. A proper Rain Water Harvesting System and a tank of one lakh cubic litres capacity fulfil the water requirements of the campus. 344 solar panels generate 100KWH of

electricity which not only covers the College needs but the surplus is even supplied to the government electricity board.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_4.4.2_Bills_2021-22_.pdf">https://sophia.college/files/uploads/AQAR_4.4.2_Bills_2021-22_.pdf</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

30

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

27

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

**5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene)**

**A. All of the above**

**Awareness of Trends in Technology**

File Description	Documents
Link to Institutional website	<a href="https://sophia.college/files/uploads/2021-22 Additional Doc 5.1.3..pdf">https://sophia.college/files/uploads/2021-22 Additional Doc 5.1.3..pdf</a>
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year****433**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees**

**A. All of the above**

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

## 5.2 - Student Progression

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

53

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

### 5.2.2 - Number of outgoing students progressing to higher education

136

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

### 5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

#### 5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

33

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 5.3 - Student Participation and Activities

#### 5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

29

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Sophia Girls' College (Autonomous), Ajmer believes in the fact that "Leadership is based on inspiration, not domination; on cooperation, not intimidation".

Therefore, every year it elects a Student Council body which is democratically selected and constitutes the Deputy Head girls, the Games Captain, the Class Representatives and the Representatives of the various Clubs and Fora.

Even in the session 2021-22, the Student Council body undertook the duties and tasks entrusted to their care with utmost sincerity and dedication. They fulfilled the following responsibilities:

- Acted as the bridge between the Management, teachers and students.
- Helped in maintaining discipline and cooperation between the students.
- Organized various programmes of national and local importance such as Independence and Republic Day, Management Day, Teachers Day, Sophians' Day etc.
- They also formed an inevitable part of the various Academic and Administrative bodies such as-

1. Students' Association
2. Anti-Ragging Committee
3. IQAC (Internal Quality Assurance Cell)
4. Academic Council
5. Board of Studies
6. Anti -Sexual Harassment Cell
7. Grievance Redressal Committee
8. Discipline Committee
9. Student Welfare Committee
10. Anti- Ragging Committee

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/5.3.2 COLLEGE COMMITTEES 2021-22 .pdf">https://sophia.college/files/uploads/5.3.2 COLLEGE COMMITTEES 2021-22 .pdf</a>

### 5.3.3 - Number of sports and cultural events / competitions organised by the institution

11

File Description	Documents
Report of the event	<a href="#">View File</a>
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

It is a proud privilege to state that, the alumni of Sophia Girls' College (Autonomous), Ajmer have been truly loyal and sincere supporters of their alma mater and contributed in the following ways in the session 2021-22:

1. They were invited in the form of Resource persons to share the vast ocean of their knowledge through various Seminars, Webinars, Guest lectures and Expert talks.
2. The alumni holding respectable positions were invited to share their experience and provide guidance to students

to take up the right career.

3. They made financial contributions to the college in the form of donations and scholarships.
4. They also gave their valuable opinions and suggestions in the Board of Studies meeting where their presence is considered a must.
5. The college has a registered alumni association i.e., 'The Alumni Association of Sophia Girls' College (Autonomous), Ajmer' which has been registered under THE RAJASTHAN SOCIETIES REGISTRATION ACT, 1958 (Registration No. - COOP/2021/AJMER/200361) on 25th of February, 2021. This Association continuously assesses and analyses the comments and suggestions of the alumni and takes vigorous steps to initiate them for the welfare of the college.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sophia.college/files/uploads/Add_Info_21-22_5.4.1.pdf">https://sophia.college/files/uploads/Add_Info_21-22_5.4.1.pdf</a>

#### 5.4.2 - Alumni's financial contribution during the year

A. ? 15 Lakhs

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

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

#### Foundation of the Institution

In keeping with the founders' vision, the College emphasises on the holistic development of girls via academic growth, moral indoctrination, and the development of global capabilities.

#### Nature of Governance

- Decentralized and Democratic approach
- The Management delegates authority to the Principal: the

Deans, Heads of Departments, Coordinators of various committees, and student representatives share the responsibility.

#### Participation of Teachers

- Role models and motivators who foster social and cultural awareness in pupils.
- Proactive Members and Committee Coordinators

The following initiatives encourage effective leadership:

- The creation and implementation of quality standards;
- A supportive learning environment;
- Upgradation of the curriculum in accordance with emphasis on employability
- The adoption of online and blended mode of learning.

#### Perspective Plans:

- Provide students with high-quality education without prejudice;
- Include activities which are planned and executed with the motive of imparting values such as love, cooperation, social welfare and communal harmony, thereby initiating social change.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sophia.college/files/uploads/AQAR_2021-22_6.1.1_Additional_Information.pdf">https://sophia.college/files/uploads/AQAR_2021-22_6.1.1_Additional_Information.pdf</a>

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The College is administered by Sophia College Education Society. A well-defined hierarchy of authority and responsibilities is followed as depicted in the organogram of the College. The decentralization of management assures involvement and contribution of all the members and stakeholders.

In the session 2021-22 as the College was at the threshold of NAAC inspection and was working on its Self -Study Report, various committees and core committees were formed under the leadership of the Principal and the IQAC coordinator. The Deans, Heads of Departments, the Coordinators of various committees and the student representatives were delegated various responsibilities to ensure effective implementation of the strategic plans of the Institution.

The selected Criterion Heads had frequent meetings with their committees to evaluate their progress and to see to the completion of SSR. It involved a lot of discussion and planning through a number of meetings with the Staff, Alumni Association, PTA and Student Associations.

By the end of the session, the Institution, with well-co-ordinated collaborative work among the management, teaching, non-teaching staff and students successfully submitted the SSR and got ready for the NAAC Inspection.

File Description	Documents
Upload strategic plan and deployment documents on the website	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="https://sophia.college/files/uploads/AQAR_2021-22_6.1.2_Strategic_plan_.pdf">https://sophia.college/files/uploads/AQAR_2021-22_6.1.2_Strategic_plan_.pdf</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Keeping in mind the vision and mission of Sophia Girls' College (Autonomous), Ajmer of providing ample opportunities for holistic development of the students to enable them to make an effective contribution to the community, society and nation, the College has always encouraged its students to become Cadets in the NCC and venture beyond the bounds of their home and offer dedicated service to the Nation. In accordance with its motto 'Unity and Discipline', NCC unit at Sophia aims at the development of character, discipline, a secular outlook, comradeship, spirit of adventure and selfless service amongst

the young citizens. In light of this, the NCC Naval Unit was started in Sophia Girls' College in the year 2021-22 under the Self Finance Scheme of National Cadet Corps. The Naval Unit of the College works under 2 Raj Naval Unit NCC, Ajmer. They have allotted 50 seats to the college. Two of our cadets were selected for the All India Nau Sainik Camp held at Vishakhapatnam this year and 1 cadet is selected for RDC.

In this way, Sophia College aims to achieve its mission of instilling moral values and creating responsible citizens.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_2021-22_6.2.1_Organogram.pdf">https://sophia.college/files/uploads/AQAR_2021-22_6.2.1_Organogram .pdf</a>
Upload any additional information	<a href="#">View File</a>

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

The administrative set-up, appointment, and service rules are clearly explained in the Institution Service Rule Book. The following list includes the main institutional players in policy development.

#### ACADEMIC AND ADMINISTRATIVE SETUP:

The College's overall development is something that the Principal is always striving for.

The College Deans are responsible for scheduling academic programmes, obtaining accreditation, promoting a research atmosphere, and allocating resources.

The integrity of the examinations is the responsibility of the COE.

The IQAC Coordinator oversees the effective implementation of the IQAC's decisions.

The HODs are in charge of ensuring that the departments run efficiently.

The Office Superintendent provides guidance throughout the budget planning process. Every record is kept current by the administrative staff.

The collective student goals are given voice through the student representatives.

**APPOINTMENT PROCEDURES:** The Selection Board, which consists of the Principal, Management representatives, and subject experts, recommends hiring the teaching staff. The Selection Board, which consists of the Vice-Principal, the Principal, and the Financial Administrator, makes recommendations for the appointment of non-teaching staff. The requirements for appointment are experience, teaching ability, and academic competence.

**SERVICE RULES:** The specific service requirements for hiring teaching and non-teaching staff are listed in the college handbook

File Description	Documents
Paste link to Organogram on the institution webpage	<a href="https://sophia.college/files/uploads/AQAR_2021-22_6.2.1_Organogram_.pdf">https://sophia.college/files/uploads/AQAR_2021-22_6.2.1_Organogram_.pdf</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sophia.college/files/uploads/Sophian Policy Handbook.pdf">https://sophia.college/files/uploads/Sophian Policy Handbook.pdf</a>

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

**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The institution has various effective welfare measures for the faculty members and the benefit of the supporting staff such as:

- Incentives for attending Conferences, Webinars, Workshops, FDPs, PDPs, Short-term Courses and for presenting/publishing Research Papers
- Seed money for research
- Academic Leave, Privileged Leave, Medical Leave, Casual Leave, On Duty Leave and Provident Fund facility
- Orientation Programmes, Conferences, Seminars, FDPs, PDPs, and workshops are organized for the teaching staff
- Complete academic freedom given to apply for projects to government and non-government funding agencies
- Permission to provide consultancy during College hours
- Free medical check-ups, Maternity/Paternity Leave and special consideration even after maternity leave
- Internet, e-Resource Lab, N-LIST account and free Wi-Fi facilities
- Spiritual Retreats, recreational activities and Get-together
- Staff quarters
- Free facility of Swimming pool and Gymnasium
- Creche for the children of staff members
- Banking Facility in the vicinity of the College
- Infirmary and Ambulance facility
- Concessions and free ships for the children of the maintenance staff
- Conducting training sessions and Skill development courses for non-teaching staff

- Interest free loans
- Amount of Rs.7000/- provided as educational help for the children of maintenance staff
- Term insurance of Rs. 5 lakhs for all the maintenance staff members
- Non-Teaching Staff members are encouraged for further studies

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_21-22_6.3.1_supporting_document_.pdf">https://sophia.college/files/uploads/AQAR_21-22_6.3.1_supporting_document_.pdf</a>

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

28

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

7

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

27

File Description	Documents
Summary of the IQAC report	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 6.4 - Financial Management and Resource Mobilization

#### 6.4.1 - Institution conducts internal and external financial audits regularly

The institution's accounts are made authentic via financial auditing.

Every year, the Internal Audit Committee conducts two formal internal reviews in which it evaluates the various revenue streams (fees and other sources) against the expenses (assets purchased or written off). It also mandates that each unit's budget be prepared promptly, and that any deviations that might have happened during the inspection be reviewed. This procedure includes conducting two formal internal reviews each year.

The External Audit Committee ensures that the institution's financial status is accurately portrayed in its accounts and attests to the best possible use of its resources.

The Governing Body designates a firm of Chartered Accountants, S. Vepari & Company, to carry out an External Audit, held at the conclusion of each Financial Year. Bank statements and actual cash verification are used to verify and examine the bank and fee reconciliation statements, the cash book, vouchers, etc.

The costs for infrastructure improvement are then checked against quotes and approved resolutions. During the audit, the declared assets are physically verified.

The External Auditor creates an Annual Statutory Report and presents it to the College's Management.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/agar_21_22_6.4.1_Supporting_document_.pd">https://sophia.college/files/uploads/agar_21_22_6.4.1_Supporting_document_.pd</a>

#### 6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

#### 6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The College is always on the lookout for ways to get grants and money from different government agencies. The college administration is in charge of ensuring that resources are used as efficiently as possible in the construction and upkeep of the college infrastructure. The Management and Finance Committee keep an eye on the distribution of the funds.

Three domains can be distinguished in resource utilisation:

##### 1. Utilizing Human Resources

Members of the faculty serve as coordinators, members of various committees, and resources for courses on life skills and skill improvement.

##### 2. Infrastructure or Material Resources

- Smart Boards are used to make online courses more

engaging and interactive.

- A media room have made record electronic content and run webinars.
- Indoor synthetic courts for basketball and badminton have been constructed.
- The Gymnasium's renovation and expansion was completed.

### 3. A Reputable Library

The Central Library maintains more than 50 reputable publications and magazines to support the academic development of both teachers and students.

OPAC will make sure that readers may easily access reference information.

All resource mobilisation policies are reviewed on a regular basis to make sure they are being applied systematically and strictly.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sophia.college/files/uploads/agar_2021-22)6.4.3_supporting_document_.pdf">https://sophia.college/files/uploads/agar_2021-22)6.4.3_supporting_document_.pdf</a>

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

### Infrastructural Development

- To encourage student-centric, comprehensive, and innovative teaching and learning practices and meet the needs of today's diverse learners, the College set up a Media Lab in the session 2018-19 which has now adopted the best available technologies and is being extensively used for growth. In the Lab, a soundproof studio for recording and an adjacent room for post-production has

been set up. The lab consists:

- Internet connectivity and Wi-Fi set up
- The latest state of art audio-video recording equipment
- 2 desktop computers with i5 and i7 processor
- HI-Definition professional video camera
- Special light panels for video recordings and LED lights
- Projector Screen 6\*8 and an Interactive New line 185 Panel with BOYA Wireless Mic.

#### Functions/Facilities

- The Digital Learning Centre (DLC) is designed for comprehensive, flexible, self-paced digital learning and to house all educational programmes for the benefit of the students. The facilities provided are:
  - FDPs to train the faculty members to create E-learning content and upload on Sophia Moodle
  - Student accessibility to high quality video lectures and study material
  - Access to library Open Access Resources and Books
  - Access of WEBOPAC on Mobiles to Staff and Students

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/agar_21-22)6.5.1_Supporting_document_.pdf">https://sophia.college/files/uploads/agar_21-22)6.5.1_Supporting_document_.pdf</a>

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

#### 1. Academic Audit

The IQAC conducts the Academic Audit in the form of Internal and External Academic Audit and reviews the ongoing collaborations, teamwork, peer feedback and self-reflection of the institution by a detailed review received by each department which is analysed by the IQAC. Each department prepares a report on their activities, initiatives, programs, courses, research initiatives and the track of placement and progression along with the presentation of SWOT. The report is

peer-reviewed. The Academic Audit helps ensuring the effectiveness of the practices and also to identify the measures for improvement.

## 2.The Implementation Of Outcome Based Education

The achievement of Education goals is evaluated through various Assessment Processes like Formative and Summative Assessments. In each program, a continuous feedback is taken. Teaching methods are adopted, material is selected to cater to the needs of the course. Both, Direct Methods (Sample of students' assignments and performances), and Indirect Methods (Reports of perceived student learning) are used to assess the outcomes and to identify the indicators for improvement. The tools for assessment are divided into Internal and End Semester Examinations, Non-CGPA courses, Research and Exchange activities, Entrepreneur Programs, Internships, MOOCs Certified Courses, Class tests and Assignments.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sophia.college/files/uploads/AQAR_21-22_Additional_Doc_6_5_2.pdf">https://sophia.college/files/uploads/AQAR_21-22_Additional_Doc_6_5_2.pdf</a>

**6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)**

**B. Any 3 of the above**

File Description	Documents
Paste the web link of annual reports of the Institution	<a href="https://sophia.college/index.php/site/annual_reports">https://sophia.college/index.php/site/annual_reports</a>
Upload e-copies of accreditations and certification	No File Uploaded
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

#### 7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The College initiated the following measures for ensuring safety and security of students on campus during the session:

#### FACILITIES FOR WOMEN ON CAMPUS

##### (I) Curricular

A Value-Added Course was conducted in Human Rights for the Final Year Students to acquaint them regarding the basic human rights.

##### (II) Co-curricular

#### A. Safety and Security

The infrastructure of the college is well equipped with all the facilities ensuring the safety and security of the students-

- Surveillance Cameras
- Proper Guard facility
- Clean and Hygienic washrooms
- Women's Development Cell
- Counseling Cell
- Grievance Redressal Cell
- Anti-Ragging Cell
- NSS, NCC
- Different Forums and Clubs

- Media Lab
- Hostel
- Canteen
- Career and Guidance Cell
- Gender Sensitization Cell
- Anti-Sexual- Harassment Cell
- Equal Opportunity Cell

#### B. Counseling

- Permanent Expert Counselor
- Mentor-Mentee Program/Value Education Classes
- Seminar on Family Life Education

#### C.Common Room

- There is a well-equipped separate Infirmary provided to the students to be used when they are sick.

#### D.Day care center for young children

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://sophia.college/files/uploads/7.1.1.Additional_InformationGSC_Minutes_21-22_.pdf">https://sophia.college/files/uploads/7.1.1.Additional_InformationGSC_Minutes_21-22_.pdf</a>

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

**A. Any 4 or All of the above**

File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)**

**Sophia Girls College has a 100% eco-friendly Campus & the main**

focus being on the three R's - "Reduce, Recycle, Reuse" in Sophia College the following waste management strategies are endorsed to combat or deal with College waste.

#### Solid Waste Management

- Labeled dustbins at prime locations.
- College garbage is collected by Municipal Corporation of Ajmer.
- Vermi-composting and Biogas plant.
- Awareness Programs.

#### Liquid Waste Management

- The liquid wastes generated in the College Campus include Sewage, Laboratory, Laundry, hostel and canteen effluent waste. Effective measures are adopted for disposal without causing harm to the environment.

#### E-Waste Management

E-waste mainly includes obsolete electronic devices. The Institution adopts following methods for management of E-waste.

- Regular service for maintenance of e-devices by technical staff.
- Reuse of working components of damaged computers.
- Condemned E-waste is disposed off through vendors.

#### Hazardous Chemicals and Radioactive Waste Management:

- Chemical waste generated from the laboratories is very small in quantity; hence they are handled along with septic sewage.
- Reuse of acidic waste by solvent crystallization.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geotagged photographs of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<b>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	<b>A. Any 4 or all of the above</b>
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File Description	Documents
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**7.1.5 - Green campus initiatives include**

<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <b>1.Restricted entry of automobiles</b> <b>2.Use of bicycles/ Battery-powered vehicles</b> <b>3.Pedestrian-friendly pathways</b> <b>4.Ban on use of plastic</b> <b>5.Landscaping</b>	<b>A. Any 4 or All of the above</b>
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File Description	Documents
Geotagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

<b>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</b>  <b>1. Green audit</b> <b>2. Energy audit</b> <b>3.Environment audit</b> <b>4.Clean and green campus</b>	<b>A. Any 4 or all of the above</b>
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**recognitions/awards**  
**5. Beyond the campus environmental promotional activities**

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

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

**A. Any 4 or all of the above**

File Description	Documents
Geotagged photographs / videos of facilities	<a href="#">View File</a>
Policy documents and brochures on the support to be provided	<a href="#">View File</a>
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).**

- The Institution visions to achieve "Unity Amidst Diversity" which is the state of working together harmoniously despite having immense diversity.
- The entire admission process to UG and PG programmes is done through single window system with provisions included for differently abled students and socially disadvantaged students. There is also provision of reservation of seats for SC,ST, OBC & students of other underprivileged communities.
- Commemorative events organised this year are Human Rights Day, International Women's Day, Constitution Day, National Youth Day, World Heath Day etc in which students actively participate which helps them to practice tolerance and accepting one another's differences, behaviour and beliefs.
- The College organized activities like National Service Scheme day, Annual Nutrition fair ,medical camp , awareness on Voter Registration Election literacy Programme etc. Sadhbhawna Diwas was celebrated on the 20th August, 2021. Volunteers of NSS educated the people of village on issues like AIDS and voting awareness saving of girl child etc. The NSS Wing of the College meticulously follows the policy of 'Each One Teach One' where each student volunteer takes the responsibility of teaching one less privileged child.
- Cultural tolerance, tolerance, peace, human rights, dignity, respect, cooperation, understanding, appreciation and human values are a vital part of our curriculum. Several talks and activities are conducted on a regular basis mainly to create an inclusive work environment and to instil the values of tolerance and harmony amongst students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>

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

During the session 2021-2022, Sophia Girls' College (Autonomous), Ajmer made conscientious efforts to sensitize the Staff and students about their constitutional obligations,

values, rights, duties, and responsibilities as citizens. On the occasion of the 75th Independence Day, the College organized 'Azadi ka Amrit Mohotsav' programme and 'Fit India Freedom Run 2.0'. It conducted a series of competitions and games for the staff and students to celebrate this one in a lifetime moment. The Institution organised its first ever YOUTH PARLIAMENT under the aegis of the MINISTRY OF PARLIAMENT AFFAIRS on the 30th of August 2022.

The College also celebrated festivals of National and local like Gandhi Jayanti, Sadbhawana Diwas, National Integration Day, Human Rights Day, Rakhi, Diwali, Women's Day, International Youth Day, Girl Child Day, Literacy Day etc. On the occasion of the Constitution Day- the Preamble was read and Quiz was conducted to spread awareness about the ideals of our Constitution and its architect B.R. Ambedkar.

Apart from imparting education, the College aims at inculcating a feeling of togetherness among the students and Staff members through various practices and activities.

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

**7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized**

**A. All of the above**

File Description	Documents
Code of Ethics - policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

College celebrates all major commemorative days and festivals with full zeal and patriotism.

#### NATIONAL DAYS:

- INDEPENDENCE DAY (15TH AUGUST)

Independence Day is celebrated by hoisting the Tricolor, followed by speeches, songs and Nukkad Nataks by students.

#### TEACHERS DAY (6TH SEPTEMBER)

The students express their gratitude towards their teachers through dance performances, speeches & songs.

- GANDHI JAYANTI (2ND OCTOBER)

The Gandhian principles are expressed by organizing diverse competitions.

- CONSTITUTION DAY (26TH NOVEMBER)

The Principal reads the Preamble in unison in the Assembly

- REPUBLIC DAY (26TH JANUARY)

The College assembles together for flag hoisting, patriotic songs, and Nukkad Nataks on this day.

**INTERNATIONAL DAYS:**

- WORLD ENVIRONMENT DAY (5TH JUNE)

The day is celebrated to develop consciousness about our environment.

- INTERNATIONAL DAY OF YOGA (21ST JUNE)

Several sessions are organized to highlight the health benefits of this practice.

- INTERNATIONAL LITERACY DAY (8TH SEPTEMBER)

The students teach the marginalized women and children in the vicinity.

- WORLD AIDS DAY (1ST DECEMBER)

This Day is commemorated to create awareness about AIDS among people.

- HUMAN RIGHTS DAY (10TH DECEMBER)

The dignity of human life is emphasized by organizing various activities.

- INTERNATIONAL WOMEN'S DAY (8TH MARCH)

This day celebrates women's contribution to the welfare and development of the society.

**FESTIVALS:**

The College celebrates Diwali & Christmas with great enthusiasm and delight.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<a href="#">View File</a>
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

### 1. Title of the Practice: Grooming knowledge and skills through Institutional Innovations

**Objectives of the Practice:**

- To create entrepreneurship opportunities for students.
- To give a platform to students to showcase entrepreneurial skills
- To support young entrepreneurs to start up their own business venture.

**The Practice:**

Sophia Girls' College, Ajmer promote innovation and entrepreneurship and encourages and motivates the young budding entrepreneurs to innovate, lead, collaborate, and persevere their innate talents by providing them seed money.

**Evidence of Success:**

The Innovation Cell of the College has collaborated with private sectors and investors and has designed industry-relevant courses which help in transferring practical knowledge to the students. The Institution Innovation Cell has conducted various Seminars and Entrepreneurship Development Programmes.

### 2. Title of the Practice: Creating positive contributors for the society and nation.

**Objectives:**

- To keep the Alumni Association active and agile by organizing meetings through its various chapters.
- To fulfil the mission and vision of the institution through its alumni ambassadors

**The Practice :**

The Institution is committed towards the holistic development of the students and prepares them to play significant role throughout the globe, contributing as administrators,

professional managers, consultants, entrepreneurs, and researchers.

#### Evidence of Success:

An Institution is known by the laurels of its alumni and the impact they have on the world around them. Through their talent, experience, and specialised education, some of them have come to occupy leadership positions in their chosen fields of work. Our alumni are of the highest calibre and repute.

File Description	Documents
Best practices in the Institutional website	<a href="https://sophia.college/site/igac">https://sophia.college/site/igac</a>
Any other relevant information	<a href="https://sophia.college/files/uploads/AOAR_7.2.1. 2021-22 Additional Information .pdf">https://sophia.college/files/uploads/AOAR_7.2.1. 2021-22 Additional Information .pdf</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

#### International Certification Courses to Develop Global Competencies

Sophia Girls' College in keeping with its vision seeks to pursue scholastic excellence and instill global competencies among its students. A wide range of International Certification Courses are offered to the students to be pursued parallel to the UG Programs they are enrolled in. These courses are open to students across the forced boundaries of streams and disciplines, providing a truly liberal and choice-based academic ambience to the students

Educating for global competence has given a boost to the employability quotient of our students who have passed out from this sixty-three years old portal of learning.

Certification Courses have helped our students to showcase their competencies, commitment for the profession, build

expertise in their professional subject area, and help with their job advancement. In keeping with the times, Sophia Girls' College, Ajmer offers the following certifications that the students can complete along with their regular degree course-

Data Analytics, US -CMA, Digital Marketing, Business Analytics, ACCA-UK, DELF (Diploma in French Language Studies). Thus Sophia Girls' College plays a crucial role in helping young people to develop global competence through International Certification courses.

File Description	Documents
Appropriate link in the institutional website	<a href="https://sophia.college/files/uploads/7.3.1Institutional_Distinctiveness_2021-22_.pdf">https://sophia.college/files/uploads/7.3.1Institutional_Distinctiveness_2021-22_.pdf</a>
Any other relevant information	<a href="#">View File</a>

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

Sophia Girls' College (Autonomous), Ajmer trusts in Divinity, fosters Integrity, serves the Society, strives for Excellence, and sustains the highest ethical standards and values. Since planning is an important attribute of management in achieving the aims and objectives of the Institution, the following are planned for the session 2021-2022

1. Introduction of International Value Added Courses.
2. Modular Object- Oriented Dynamic Learning Environment (MOODLE)
3. Introduction of Naval Unit of NCC
4. Expansion and introduction of Programs and Courses focusing on human values and ethics.
5. Introduction of Skill Enhancement, employability and entrepreneurship in the curriculum so as to augment students' capabilities to fulfil the demands of the job market.
6. Enhancement of infrastructure by allocating funds.
7. Promotion of the research environment and innovation by
  - Encouraging Teaching Staff to pursue their higher studies like Ph.D., Postdoctoral Degree.

- Motivating the teachers to apply for major and minor research projects and also for Institutional Research Projects
- Promotion of publication of quality research papers in reputed and recognized UGC listed journals
- Conducting more FDPs, Conferences and Seminars.
- Sending research proposals to DST, ICSSR, ICHR, etc. Applying for centre for potential of excellence.

1. Strengthening extension activities.
2. Augmenting blended teaching-learning methods and resources (ICT)
3. Preparation for NAAC Inspection