

## **ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC**

**NAME OF THE INSTITUTION: ST. XAVIER'S COLLEGE (AUTONOMOUS), KOLKATA**

**YEAR OF REPORT : JULY 2008 TO JUNE 2009**

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### **SECTION – A : PLAN OF ACTION CHALKED OUT BY THE IQAC IN THE BEGINNING OF THE YEAR 2008 – 09 TOWARDS QUALITY ENHANCEMENT**

#### **Introduction :**

After getting accredited by NAAC with 'A' grade in 2003 and after being declared a 'Centre with Potential for Excellence' (CPE) by the UGC, we became the first autonomous college in West Bengal from 2006. Therefore, we are delighted to enter the third year of our autonomy in this year 2008-09. St. Xavier's has been serving the City of Joy and our nation for the past 150 years. Therefore, we plan to celebrate the jubilee which falls during January 2009 to January 2010 in a befitting manner.

The aim of the College is to enhance the overall institutional quality and effectiveness with emphasis on excellence in learning and teaching and to engage in creative research at the highest level. To achieve the goals, the following are identified as the major thrust areas in the year 2008-09 :

- Bring about changes in the administration of the College.
- Enhancement of infrastructural facilities to raise the quality of teaching and learning.
- Recruitment of more teaching and support staff.
- Mobilization of more internal resources.
- Expansion of our outreach activities and extension centres.
- Celebration of 150 years – January 2009 to January 2010.
- Encouragement & support to research activities in the College.

#### **Detailed Plan of action for the year 2008-09 :**

1. To introduce some changes in the administration – college, departments and Treasury office.
2. Decentralize certain functions for better management and organization.
3. In the perspective of Ignatian charism and Jesuit education worldwide, to organize activities for all our faculty members, students, alumni/ae, to highlight the vision and mission statement of our esteemed institution in the light of 150th year.
4. To start two PG courses namely, 1) Master in Social Work; 2) Microbiology.
5. To shift all departmental libraries to Central Library and upgrade the Central Library with more journals, CDs and internet facilities.
6. Introduction of bar-coding facilities in the Central Library.
7. To introduce student feedback system across all departments.

8. Review of syllabus and achieving uniform pattern of curriculum.
9. To expand the philanthropic work in terms of camps, more village exposures, to give opportunities to students to fulfill their non-academic credits.
10. Preparation for 150th year celebrations, formation of committees for the preparation of the above celebrations comprising of faculty members, alumni/ae and students.
11. Chalking out programmes for year-long celebrations from January 2009 to January 2010 on the occasion of the 150th year of St. Xavier's and to invite the Hon'ble Prime Minister of India, Dr. Manmohan Singh and other famous and well-known alumni members.
12. To introduce at least two or more COP courses namely; i) Certified Capital Market Professional in collaboration with National Stock Exchange of India Limited and ii) Soft-skill and Personality Development in collaboration with Super Soft.
13. To organize departmental orientations, new faculty orientations and faculty enrichment programmes.
14. To complete the infrastructural facilities with respect to Jubilee Building construction, Central Library construction, extension of roof to protect the terrace from leakages, renovation of toilets and washrooms.
15. To introduce air-conditioning facilities in offices.
16. To equip more classrooms with air-conditioning and audio-visual facilities.
17. To upgrade the sound system of the auditorium of the college.
18. To tie up with industrial/corporate houses and organize more industrial visits.
19. Expansion of Microbiology and Biotechnology laboratories and class-rooms on the fourth floor of the college.
20. To start the Central Research Facilities with equipments.
21. As the five-year period ended, to continue the Entrepreneurship Development Cell with college assistance and apply for more EDC projects from the Department of Science and Technology, Government of India.
22. To raise more internal resources through alumni/ae, benefactors, parents, corporate houses and through various other activities.
23. To recruit more teaching and support staff for various departments especially B.Com. (Evening), BBA and Controller of Examinations Office.
24. To form various committees as per the UGC requirements like anti-ragging committee, committee against sexual harassment, etc. including members from stakeholders.
25. Separate offices to be given to the Member Secretary, Academic Council, IGNOU Convergence Programmes and COP programmes.
26. Introduction of reprographic services in the Central Library.
27. Renovation of the canteen.
28. Plan to shift EMMRC (Educational Multi-Media Research Centre) to the EM-Bypass property given by the Government of West Bengal.
29. Development of the land given by the Government of West Bengal for development of the new campus of St. Xavier's College.
30. To acquire more land for future development of the college. Alumni Association to start Chapters in India as well as abroad.

## **SECTION – B**

### **1. Activities reflecting the Goals and Objectives of the Institution.**

The new year began with an exercise of orientation to all new-comers focused on our Vision and Mission Statement. St. Xavier's aims to form men and women leaders for others.

The inauguration of the new academic session was held on 1<sup>st</sup> July 2008 with the induction of the freshers to the College. Fr. George Ponodath, S.J., Rector, who was the Chief Guest, spoke on the past history of the college and the forthcoming jubilee. He touched upon the rich heritage of the college and its quality education imparted to hundreds of students. The Principal spoke of the luminaries who have passed through the portals of St. Xavier's College. Orientations for the freshers were held to familiarize the 1<sup>st</sup> year students with vision and mission of the College and as well as the curriculum.

- The Commerce students had a day long orientation.
- The BBA students orientation for a week.
- Arts and Science had department wise orientation programs.

Preparation for the 150 years celebrations – celebration of the Xaverian spirit of service to education. A central committee was formed under the chairmanship of Fr. Rector and various sub-committees were formed for the purpose. In the meeting of the core committee it was decided that the celebration will continue for one full year from January 2009 to January 2010. Since the goal of the College is to produce quality students who will be agents of social change in the society at large, all our activities had a specific focus on this goal. In a meeting on 16<sup>th</sup> July, the theme of the 150 years celebration was decided as “Seemar Majhe Ashim Tumi” in line with the motto of the college. It was borrowed from Tagore's Gitanjali.

On July 31, 2008, the feast of the Jesuit Founder was celebrated. Fr. Principal was the chief celebrant and he spoke on the commitment of St. Ignatius for the cause of building a better society. There was also dinner for all the teaching and non-teaching staff members. The retired staff members of St. Xavier's College were also invited. The Principal reminded all of us of our responsibilities and commitment to building Xavier's into a quality institution.

On 5<sup>th</sup> September, 2008, the St. Xavier's College Calcutta Alumni Association celebrated the Teachers' Day and brought all the teaching and non-teaching staff members including students Union and reminded us to deepen the mission of teachers.

On 3<sup>rd</sup> December, 2008, the feast of the Patron of the college, St. Francis Xavier was celebrated. The main celebrant was Fr. Rector. St. Francis Xavier was a Professor of the famous Paris University in the 16<sup>th</sup> century. He was also the one to build the first Jesuit college in Goa. He keeps reminding all of us our role as teachers.

From December 20-22, 2008, the Students' Union of the College had their annual students' fest during which thousands of students from other colleges of the city participated.

On December 23<sup>rd</sup>, the Alumni Association of the College organized a fund-raising musical programme in the college grounds. Thousands of people had attended this programme including the staff and students of the college. The money collected was donated for the cause of the villages adopted by the Alumni Association and the college.

On 10<sup>th</sup> January, 2009, we had the Sports Day. It started with a colourful parade wherein all the students and staff participated department-wise. The most colourful group got a prize. The other sports event followed after that. There was active participation of staff and students and it was yet another moment that brought all of us together as one family.

From January 16, 2009, St. Xavier's as an Institution, began its 150<sup>th</sup> year celebration. Second Convocation and Valedictory function was held on January 16, 2009. Shri. Pranab Mukherjee was the Chief Guest. .On 22<sup>nd</sup> January, 2009, the Hon'ble Chief Minister of West Bengal was invited as the Chief Guest and he inaugurated the 150 years celebrations. He reminded us of the role of St. Xavier's in the field of education and all that it had done for the people and the state of West Bengal.

Keeping in line with the charism and the motto of the college, 'Nihil Ultra' (Nothing Beyond), serious discussions were conducted at the Jesuit level, Management level, and Founder Body level to have a new and vibrant administrative team to take the college further ahead. On February 2009, a team of new Principal, two Vice Principals and a new Controller of Examinations were appointed to shoulder the responsibility of the college.

The President of the Governing Body made his visitation to the Institution, during which he met both teaching staff on 18 December, 2008, and non-teaching staff members on 14 December, 2010, separately. And in those meetings he reminded us of the Institution's Vision and Mission.

Slogans by Students and alumni :

- a) *You can take me out of Xavier's but you can't take Xavier's out of me.*
- b) *Do you see what I see? I see SXC.*

## **2. New academic Programmes initiated (UG & PG).**

The new academic programmes initiated in St. Xavier's College during the year:  
Soft Skills and Personality Development under C.O.P. (Career Oriented Programmes).

## **3. Innovation in curricular design and transaction.**

Curriculum development is a continuous process and quality awareness is needed to update the curriculum from time to time as required. Plans were discussed with Deans, respective Heads of the Departments and the Core Committee regarding innovation in curriculum design and transaction. In every meeting, focus was to improve on quality, i.e., to frame the curriculum in such a manner to make our students fully human. Inputs from the various Board of Studies held was also taken during the year.

Under an autonomous structure, we have the benefit of revisiting our syllabus, curriculum and structure to make it more practical and market-oriented for the students. Two Academic Council meetings were held on 03/10/2008 and 20/3/2009 respectively. We implemented the continuous internal assessment system (CIA) as decided in the Academic Council. CIA comprised of 20% of the total weightage on each paper. Minimum qualifying mark was 20% in each paper. It was decided that class tests, assignments, seminar presentation by students, tutorials and laboratory assignments be considered as different forms of CIA, apart from written test / tests. Besides, 25% of the total CIA marks was also reserved for attendance. For the third year students, in some departments like Commerce, three to six weeks of internship was compulsory in the fifth semester, followed by a presentation and viva-voce taken by external examiners in the sixth semester. The decision of internship in B.Com. was approved in the Academic Council meeting.

The Academic Council decided that mathematics would be a compulsory subject at plus 2 level for into B.Com. and BBA courses.

#### 4. Inter-disciplinary programmes started.

There were inter-disciplinary programmes between different departments like, Commerce and BBA, Commerce and Economics, Statistics and Microbiology, Microbiology and Chemistry, Microbiology and Biotechnology, etc. Most of those programmes were annual and regular. Some of the inter-disciplinary programmes were as follow:

- Confluence 2008 (Departments of Economics, BBA and B.Com.).
- In September 2008, the Computer Science Dept. had an inter-disciplinary seminar with the Biotechnology Department called 'Bio-informatics.'
- Inter-disciplinary Research Journal called 'Aviskar' published during December 2008.
- Insignia 2009 (Departments of BBA and Economics).
- Xavier Management Convention (BBA and B.Com. Dept.) during March 2009.
- Spectrum during March 2009 (Physics Dept. with all the Science & Humanities Depts.).
- SXCSA (St. Xavier's College Science Association of staff and students).

#### 5. Examination Reforms implemented.

The answer scripts of the exams of December 2008, after being examined by external examiners were checked by internal examiners on sampling basis for 20% of the scripts. If deemed necessary the remaining 80% was also examined. Both the examiners used to give marks on the answer scripts. In the latter case, mean of the marks given by two examiners was entered as the mark scored in a paper. If however the marks difference exceeded 14% of full mark, the script was sent to a third examiner (an External again). In the latter case the mean of the closest pair of marks was taken. After the declaration of results the students were allowed to apply for Review of their scripts. The Review was done by Externals. Finally the students could "see" their answer scripts if they wanted.

In the year 2008-2009, we practiced 100% double evaluation – first by the Externals and then by Internals. Marks instead of being given on the answer scripts were given on score sheets. Moreover the scripts were coded and therefore the marking was anonymous. A study of the comparison of marks given by the Internals and Externals, in all the exams were also done.

Continuous discussions and reflections were held among staff. Student feedback was also taken w.r.t. exam reforms. We have the system of review and seeing of answer papers. This is for transparency of the examination system. Students of the autonomous set up have definitely done very well in various All India entrance exams as well as State Level entrance exams for PG studies.

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

Not Applicable.

#### 7. Initiative towards faculty development programme

Seminars, workshops, symposiums, confluence, faculty enrichment programmes were conducted regularly/annually individually by the college departments or in collaboration with outside institutions. National level seminars were also conducted by the college. Teachers were also encouraged to attend seminars, workshops, refresher courses, orientation programmes, etc.

No. of refresher courses attended by teachers in 2008-09	6
Mid year Seminar for teachers	4
Inter-college Faculty program	2
Junior Faculty Orientations	2
Teachers' Improvement Programmes	2
Departmental Programmes	4

### 8. Total number of seminars and workshops conducted

A total number of 8 seminars / workshops / conference / convention / summit were held during the year.

### 9. Research Projects a) Ongoing; b) Completed.

From July 2008 to June 2009, 1 DST Major Project had been completed, 1 CSIR major research project was ongoing, 1 UGC Major Research Project was ongoing, and there were 3 UGC Minor ongoing research projects.

### 10. Patents Generated, if any.

Not applicable to our Institution.

### 11. New Collaborative research programmes

M.Sc. Physics Course was being jointly conducted by St. Xavier's College (Autonomous) and Bose Institute.

### 12. Research grants received from various agencies.

During the period July 2008 to June 2009, the research grants received were as follows.

Sl.	Date of the Project	Funding Authority	Nature	Amount	Completed/ Ongoing	Name of Teacher and Department
1.	2008-2009	DST	Major	Rs.5,00,000/-	Completed	Dr. Arup Kr. Mitra Microbiology Dept.
2.	09/01/2009	UGC	Minor	Rs.1,21,000/-	Ongoing	Dr. Sudipa Saha Biotechnology Dept.
3.	09/01/2009	UGC	Minor	Rs.1,00,000/-	Ongoing	Dr. Uma Siddhanta Biotechnology Dept.
4.	March 2009	UGC	Minor	Rs.1,72,000/-	Ongoing	Dr. Subhankar Ghosh Physics Department

### 13. Details of Research Scholars.

- 1) Two Research Scholars under Dr. Tapati Dutta of the Physics Department
- 2) Two Research Scholars under Dr. Chandana Barat of Biotechnology Department.
- 2) Two Research Scholar under Dr. Jhimli Dasgupta;
- 3) One Research Scholar under Dr. Aniruddha Banerjee from the Biotechnology Dept..
- 4) Two Research Scholars under Dr. Mahasweta Mitra Ghosh of the Microbiology Dept.
- 5) Two short-term Research Scholar under Dr. Arup Mitra of the Microbiology Dept.
- 6) One short-term Research Scholar under Dr. Kasturi Sarkar of the Microbiology Dept.

### 14. Citation index of faculty members and impact factor.

Very often our research works were cited but we do not have ready reference.

## 15. Honors/Awards to the faculty: National and International

During the Convocation and Valedictory Function of January 2009, the “Nihil Ultra Award for Excellence” was given to Prof. N.K. Kuri for his long and dedicated service as a faculty and HOD of the Physics Department of St. Xavier’s College. Besides, the faculty members of MCV Department won for us two national film awards and IDPA Gold Award as follows:

National Film Award (2009):

- i) Editing (non-feature) for ‘Hope dies last in the war’ by Prof. Saikat Sekhareswar (MCV Dept.)
- ii) Sound Designing for ‘Chronicles of an Amnesiac’ by Prof. Subhadeep Sengupta (MCV Dept.)

IDPA Gold Award (2009):

Editing (feature) for ‘Dhin Tak Dha’ by Prof. Saikat Sekhareswar (MCV Department)

## 16. Internal Resources Generated.

The Microbiology Department had undertaken two different consultancy projects on behalf of two different industries in the field of Alcohol Fermentation and Enzyme Production. The total value of these two projects was Rs. 40,000/-.

Internal resources were also generated through our active alumnae for college development, scholarships, foundations.

The total amount of internal resources generated was Rs.18,661,276/-

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

A total amount of Rs. 5,50,000/- was sanctioned by the Department of Science and Technology, New Delhi, to the Entrepreneurship Development Cell of St. Xavier’s College, for the purpose of skill-set training in Science and Technology and Entrepreneurship Development Programme. The College had received Rs. 5,41,000/- till date.

## 18. Community Services.

The primary activities held in **2008 – 09** are as follows:

- ✓ The neighbourhood teaching project continued from July..
- ✓ **701** students donated blood during the camp in August. More than 100 volunteers were involved in organizing the camp.
- ✓ Independence Day was celebrated at both the villages in collaboration with the local Mahila Samitis. 30 students per village were involved in conducting the programmes for the women which gave them a lifetime experience.
- ✓ Teachers’ Day was celebrated in all the operating villages. Small groups of students went to the villages and spent time recognizing the efforts of the teachers.
- ✓ About 25 students celebrated children’s’ day at Debipur. They joined the children numbering 50 in making the day a very special one for them.
- ✓ Banners and posters were displayed in the campus on **World Aids Day** to create awareness among the students community about the dreaded disease. Red Ribbons were also distributed to the students.

- ✓ A survey, a poster competition and an exhibition on “**BEST OUT OF WASTE**” was organized during the CC Week. Students of various departments were involved through the week in turns.
- ✓ **PRAYAS** - The Prayas Booklet was launched by Rev. Fr.Dr. Felix Raj, SJ. In December. **Village to College Camp** – 50 Children from Gurap were in the college for 3 days with 25 volunteers conducting indoor and outdoor activities, city tours, competitions, sports etc.
- ✓ **College to Village Camp** – 12 camps were organized at Ghostomath, Ragavpur, Debipur, Paikhala, Pandua and Gurap About 135 students were involved in these camps of 3 days duration spread throughout the year
- ✓ **Collaboration with KMC ON POLIO AWARENESS WEEK** - Street Plays, Role Plays, Door to Door campaign etc. were organized in the ward 63 & 64, on polio awareness. More than 60 volunteers were involved over the week.
- ✓ More than 100 students participated in the **Peace Walk** organized in memory of those who died in the Orissa Massacre.
- ✓ The third year students of Biotechnology organized a one day visit to Paikhala, our adopted and organized drawing competitions, sports etc for the children. Home visits and a small survey was also conducted.
- ✓ A workshop for the third year students was organized in collaboration with Thoughtshop Foundation and Open Space to create awareness on **Human Rights**.
- ✓ **Women’s Day in College** - More than 60 women from four different villages came to the college for the first time and were received by about 30 volunteers who organized an extravaganza for them. The activities included group discussions, role plays, games, etc. It concluded with a grand lunch.
- ✓ About 40 students attended the Gurap Camp in May 09. However this camp had to be discontinued due to Cyclone AILA.

### 19. Teachers and Officers newly recruited.

A total number of 35 teachers were recruited during 2008-09. A total number of 15 supportive staff were newly recruited in 2008-09.

Full Time Faculty	26
Part time Faculty	9
Supportive Staff	15

### 20. Teaching & non-teaching ratio

During 2008-09, the ratio of teaching and non-teaching staff members was 1 : 0.67

### 21. Improvements in the library services

#### No. of Titles of Library Holdings

Computers : 12 (interconnected through LAN)

Total no. library holdings: 54,000+

No. of books in lending section: 34,000+

No. of books in reading room: 20,000+

No. of periodicals (Including both journals & magazines) subscribed: 150

No. of CD/DVD: 500

## New Implementations During 2008-09

- The project of chemical preservation and digitization completed on May 2008 and the final report was sent to UNESCO, New Delhi
- The library modernization project related to Bibliographic Description Conversion and Standardization (BDCS) of documents was continued
- The total library system was transformed into a new corpus to function in a centrally operated mode on January, 2009.
- The periodicals section was introduced in March 2009
- The process of barcoding of books started on March 2009.

### **22. New books/journals subscribed and their value**

Total no. of journals & magazines subscribed during 2008-09 was 187.

Total expenditure for journals & magazines during 2008-09 was Rs. 1,95,000

Total no. of books added during 2008-09 was 5880

Total expenditure for books during 2008-09 was: Rs.19,42,101/-

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

The outgoing 3<sup>rd</sup> year students as well as the 2<sup>nd</sup> year students of B.Com. Department were asked to give feedback and assess the teachers and the courses through structured questionnaires prepared and monitored by the Dean and Vice Principal. In the Arts & Science Department, the Vice Principal took feedback from students on an experimental basis.

The feedback taken from the students were statistically analysed specially by the Department of Commerce and reports were communicated to the respective professors.

### **24. Feedback from stakeholders**

The college administration held meetings at different levels. The feedback from the teaching faculty was taken twice from the respective sub-council meetings and once in Teachers' Council meeting.

The Principal met the Deans and the HODs once in two months. He also met each department of the college individually to come to a shared understanding for future betterment. The Principal also met the non-teaching staff members once a month on the occasion of birthday celebration to take feedback from them.

The Principal and the Vice Principals met the parents once a semester, i.e., during November 2008 and April 2009, to take feedbacks from them.

From the alumni/ae, feedback was taken by the Principal when he met them once a month on the last Friday of every month. The feedbacks were in general very positive and encouraging.

There also exists specific visiting hours for parents / alumni for providing the administration with suggestions for the overall improvement of the college.

## **25. Unit cost of Education**

The overall unit cost of education during the year 2008-09 was Rs. 9, 422/-. In 2007-08, it was Rs. 8,008/-

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

Computerization of administration was done long ago. Computerization in the process of admissions and examination results, issue of certificates was started from 2007. In fact, everything is computerized in St. Xavier's College.

- The college developed customized software for Student Information management covering various aspects like Admissions, Academic Performance, Daily Attendance, Transcripts, etc.
- The College Admissions were fully computerized since 1989 and presently the applications are received on-line through the College Website.
- All activities of Controller of Examinations were computerized with customized software.
- Certain administrative activities like Salaries, Accounts etc. were also computerized.
- The College ERP system was under development.

## **27. Increase in the infrastructural facilities**

- Classrooms in the new building.
- New Central Library
- Research facility Room
- New wing for Biotechnology Department with AV facilities in the classrooms.
- Incubator, Centrifuge in the laboratory was also installed.
- Roof extension.
- Installation of new lifts for the staff members of the college.

## **28. Technology up gradation.**

We have our own transformer, one was installed in 2007 and the other in 2009.

A Central Research Centre had been set up with modern instruments like 80° Deep Freeze, Spectrophotometer, water analyzer, water treatment plant and stereo microscope.

- Campus network with fibre optic backbone.
- Campus agreement with Microsoft.
- Increase in Bandwidth to 4 mbps.
- Up gradation of computer labs with latest CORE 2 DUO processor computers.
- Introduction of biometric attendance for staff.

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

We have a cyber room and also a computer centre which conducts various computer programmes and trains students and teachers.

- Computer labs with 230 computers.
- Separate computer labs for MSc (CompSc.) with 45 computers and MSc (Physics) with 35 computers.
- Internet Leased Line of 4mbps on FO.
- All departments having individual computers with Internet access.
- All office staff having individual computers connected to campus network.
- Certificate and Diploma courses for students under the Computer Centre and COP.
- Teacher training programs on latest technology.

## **30. Financial aid to students.**

We have a huge scholarship fund through which students were given scholarships on the basis of academic performance and financial needs. The total amount of scholarship distributed for 2008-09, amounted to Rs. 19,45,151/- (597 students).

Students participated in industry related projects and were paid as per their work.

A student volunteer was employed for EDC and was paid Rs. 2000/- p.m.

AICUF distributed 20 scholarship of Rs. 2000/- each. Student volunteers were employed in the office, library, EDC, canteen and were remunerated accordingly. Our Alumni Association being very active have also helped in promoting scholarship fund for the college.

## **31. Activities and support from the Alumni Association.**

- New Governing Council was introduced.
- The Alumni members along with their families joined each other and celebrated their:
  - a) Annual tea meet held on 6<sup>th</sup> December, 2008.
  - b) Christmas meet during December 2008.
  - c) Re-union dinner celebrating the silver jubilee of the Association on 17<sup>th</sup> January, 2009.
- The Alumni Association took conscious decisions to spread its wings. The Delhi Chapter was unveiled on 21<sup>st</sup> December, 2008, at the India International Centre. The Mumbai Chapter was unveiled on 11<sup>th</sup> April, 2009, where Fr. Felix Raj, S.J., the President and Principal was felicitated. The UAE Chapter was launched on 29/5/2009 at the India Club in Dubai. The Bangalore Chapter was decided to be launched shortly.

### JAAI / North Zone:

Indian Federation of Jesuit Alumni/ae along with North Zone organized its Governing Council meeting at St. Xavier's College, Kolkata, on January 17, 2009. All the GC members were invited by SXCCAA to attend the Re-union Dinner in the evening. JAAI assisted with a grant of Rs. 15,000/- to NSS of St. Xavier's College, Kolkata.

Philanthropic activities were also given emphasis during 2008-09 in the form of:

- Blood Donation camp organized on 28/11/2008, which was graced by Hon'ble Minister of Health, Mr. Surya Kanta Mishra.
- Cataract operations for five patients from Paikhala village was carried on
- Construction work at the Dasghara village premises was completed.
- The village of Bholakhali in North 24 Parganas was adopted during this year after the devastations caused by AILA.
- The Alumni joined the three-day vigil in Esplanade to share their solidarity on 14/11/2008 when Christian missionaries were attacked in Orissa. Besides this, a silent protest was organized in Mumbai on 2/12/2008.

Various other events were organized during the year 2008-09:

- Skill set enhancement.
- Beyond Barriers – a musical fund-raising function on 26/1/2009.
- Seminar on stress management on 26/3/2009.
- 19<sup>th</sup> Fr. Joris Memorial Nihil Ultra Debate on 18/4/2009.
- Rabindra Jayanti on 8<sup>th</sup> May, 2009.

A small cultural programme was organized to bid farewell to Fr. P.C. Mathew, S.J., on 7<sup>th</sup> February, 2009 for the 13 long years of his service as the Principal.

Fr. Felix Raj, S.J., the new Principal and President with his new team was also welcomed followed by a cultural programme and dinner on 27<sup>th</sup> February, 2009.

### **32. Activities and support from the Parent-Teacher Association**

At St. Xavier's College, the Vice Principals had regular meetings with parents during November 2008 and April 2009 to announce the progress of their wards and to review their performance. The Alumni Association also functions as a Parents' Association.

The Teachers' Day programme, alumni dinners, Christmas get-togethers, picnics and other programmes were organized by SXCCAA where the staff were cordially invited. The Alumni Association also organized sports for the teachers. It also functions as a parents' association which meets the teachers on the occasion of Teachers' Day and Christmas Day.

Parents have always been supportive. There has been regular meetings under the umbrella of the alumni association. The Principal also met them in lieu of the forthcoming 150<sup>th</sup> year celebrations.

### **33. Health Services**

- i) Basic first-aid facilities by Social Service Department of St. Xavier's College.
- ii) Infirmary in St. Xavier's with provision of rooms with proper beds, wheel-chairs, oxygen, ambulance, stretcher and basic medicines.
- iii) Full-time nurse, compounder, ayahs, etc. In case of emergency we have links with nearby hospitals and nursing homes like Mission of Mercy and Lifeline.
- iv) Renowned doctors like Dr. Amit Ghosh, Dr. Sandip Chatterjee and Dr. Ashok Ganguly were regular visitors. A good number of our doctors are our alumni.

### **34. Performance in sports activities**

The following 23 inter-departmental tournaments were conducted for the entire student body through out the year. Students conducted and participated enthusiastically in all these events. Entries were received from all departments. Students managed each event with great professionalism. Details of sports activities during the year:-

- a) Tournaments in College:
  - i) 23 inter-departmental tournaments in 14 different disciplines.
  - ii) SXC inter-college invitational tournaments.
- b) Calcutta University Inter-College tournaments – 5 disciplines.
- c) Number of students in Calcutta University /State/National teams – 23.

A mega event in the college Annual Sports was conducted on 12 January, 2009. The highlights of the event were inter-departmental Parade, Tug of War, special events for the teaching and non-teaching staff and individually contested championships. The Chief Guest for the function was Col. S. Mukherjee, Indian Army.

The students played under the banner of the Xaverian Club for all tournaments of Bengal Hockey Association, West Bengal Basketball Association and Women's Basketball Association of West Bengal.

A prize distribution was held on April 2009 in the college auditorium to felicitate all Calcutta University Inter College Winners, students who represented the University in the academic year and also honoured our 3<sup>rd</sup> years who have represented the college for all three years of their stay in St. Xavier's College. Students who worked diligently throughout the year in the Department were suitably rewarded.

### **35. Incentives to outstanding sportspersons**

Students participating and winning in various sports activities were rewarded with certificates, trophies and medals during the annual prize distribution ceremony on 16 January, 2009.

The TA and other incidental expenses are borne by the college whenever they take part in such events.

The Principal met all sports persons for a tea meet in April 2009 and felicitated them.

### **36. Student Achievement & Awards**

Students with outstanding academic records were awarded during the Convocation and Valedictory Function every year.

Other awards and scholarships for needy students and students with academic excellence were as follows:-

- i. Late Rukmini Devi Goenka Scholarships.
- ii. Infar (India) Scholarship.
- iii. Smt. Panna Devi Kanoi Scholarship.
- iv. Smt. Kamala Devi Budhia Scholarship.
- v. A.K. Agarwal Scholarship.
- vi. Sri Baldeodas Shah Scholarship.
- vii. Nripendra Pd. Ray Scholarship.
- viii. Puranachandra Memorial Scholarship.
- ix. Late Deb Narain Chaudhuri Scholarship.
- x. Late Jamnadar Saraf Scholarship.

- xi. Shefali & Nisith Mukherjee Scholarship.
- xii. R.F. De Souza Scholarship.
- xiii. Lt. Abhishek Ray Choudhury Memorial Scholarship.
- xiv. Arindam Chakravarty Memorial Scholarship.
- xv. Shilpi Bhargava Memorial Scholarship.
- xvi. Lal Chand Kanoi Scholarship.
- xvii. Uma Kanta Agarwal Scholarship.
- xviii. Sandeep Darolia Memorial Award (to the best B.Com. Part-I student)
- xix. Soumitra Biswas Memorial Gold Medal: to be awarded to the best B.Com. (Hons.) Student (Part-I and Part-II together).
- xx. Rev. Joris Memorial Scholarship.
- xxi. Luxmi Baid Memorial Scholarship.
- xxii. D.K. Ghosh Memorial Gold Medal.

Students of the autonomous set up have definitely done very well in various All India entrance exams as well as State Level entrance exams for PG studies.

Please see enclosure for Awards and Prizes. (Encl. 1)

### 37. Activities of the Guidance and Counseling unit

A friendly attitude prevails among the students and teachers in St. Xavier's College. So, the students feel free to approach their teachers for both personal and academic counseling. Students with serious personal problems were advised to take the help of the college Counsellor. There was a Counseling unit with one full-time Counsellor, Mrs. Ujjainee Ray. In the month of July, the Counsellor visited each classroom of B.Com. as well as the Arts and Science Departments.

### 38. Placement services provided to students

The placement cell of the college performed well. The placement details for the year 2008-09 were as follows:

Sl.	Name of the Company	No. of Placements
1.	RELIGARE	4
2.	L & T	14
3.	DEOLITE	11
4.	INSTITUTE OF INTERNATIONAL TRADE	3
5.	PWC	3
6.	FEDERAL BANK	4
7.	COZIAN	7
8.	BANK OF AMERICA	13
9.	TATA MOTORS	1
10.	FUTURE FIRST	1
11.	WIPRO IT	10
12.	GOOGLE	9
13.	MECCADEMIA (DUBAI)	2
14.	TATA CAPITAL	7
15.	SECURE PRINT SOLUTIONS	4
16.	AMBUJA CEMENT	1
17.	O & M	1
18.	UBS	17
19.	WIPRO	50
	<b>TOTAL PLACEMENTS</b>	<b>162</b>

### **39. Development Programmes for non-teaching staff**

The Governing Body of the college discussed about the policy of welfare, development and promotion of non-teaching staff appointed by the management. There were two meetings of the non-teaching office Bearers with the Principal. Birthday celebrations were organized every month wherein the Principal along with the Vice Principals were invited. One section in the new building was granted by the authorities to the non-teaching staff members as their residence room. Health care facilities were arranged. Health Insurance scheme was launched. Interest free loans were given to the non-teaching staff. Besides this, special subsidized lunch scheme was also launched for their benefit.

### **40. Good Practices of the Institution**

#### **Best Practices**

##### **A) Academic Excellence:**

- St. Xavier's College was rated as one of the top 10 colleges in India by 'India Today'. This was possibly one of the best indicators of the academic excellence this institution has achieved. A distinct curriculum and excellent infrastructure has surely helped us to reach this position. Besides, our curriculum stresses on extra-curricular and co-curricular activities a lot.
- Strong academia Industry Partnership was established in Microbiology, Commerce and BBA departments of the college.
- Collaboration with foreign universities were established including Universities of Manitoba, Canada.
- In order to ensure that academic excellence was achieved, the core committee which continued to function as IQAC, reviewed the academic performance.
- To encourage meritorious but needy students to get higher education, greater number of scholarships were awarded, as this being the 150<sup>th</sup> year of the college.
- We, at St. Xavier's, believe that one of our core competencies lie in our faculty. During the year, six of our faculty members were awarded PhDs. In addition, during the year three faculty enrichment programmes were conducted.
- Research journals were also regularly published. EMMRC (Educational Multimedia Research Centre) was declared as the Best Centre.

##### **B) Admission for Global access ability:**

In order to ensure greater transparency and to reach out to students from all over India and other parts of the globe, our admission procedure was completely computerized. Keeping in tune with the Jesuit philosophy of education and to reach out, preferential admissions were offered to poor / dalit / tribal / differently challenged students.

##### **C) Carbon Footprint:**

The college has constantly tried over the past to constantly reduce its carbon footprints. During the year 2008-09, the following initiatives were launched:

- Ban of plastic bags in the campus.
- Jute bags with the college logo printed were launched.
- The college building was made a no smoking zone.
- Rain water harvesting was set up on the new building.
- Solar power was used to run computers.

#### **D) Philanthropic Activities:**

- Social projects including Prayas (college to village to college project) was further strengthened.
- The college promptly responded to Cyclone AILA tragedy by adopting an affected village, Bholakhali.

#### **E) The Xaverian spirit of an extended family:**

- Various activities were organized with Jubilee vigors : seminars, symposia, debates, cultural programmes, exhibitions, plays, etc., regular meetings of administrative team, departments, committees, birthday celebrations, blood donation camps, picnics, cricket matches, disaster management workshops, vision-mission workshops, village camps, etc.
- Special Independence Day celebration on the occasion of 150<sup>th</sup> year with GOC-in-C of Bengal as the Chief Guest.
- College Sports Day was organized on a large scale with the Mayor of Kolkata as the Chief Guest.

#### **F) Student Centric Activities:**

- Remedial / tutorial classes for weaker students.
- Book bank for needy students.
- Students employment in canteen with stipend.

#### **G) Others:**

- Christian Principals Forum was formed in West Bengal.
- Jesuit Economic Association was formed.
- Placement of students in leading companies.
- College Observatory was put in place and became operational.

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

1. For the past couple of years several teams of faculty from College of St. Benedict and St. John's University have been visiting St. Xavier's College to explore possibility of an exchange programme for the students of both the Colleges. Director of Study Abroad Program, Prof. Joseph Rogers came to St. Xavier's College in April this year to finalize the exchange program. Fr. Felix Raj S.J., Principal of the College will be going to US to sign the MoU, but it has been finalized that their first batch of students will be coming to do courses in the Fall Semester, 2010. We will finalize the program for sending our students soon.
2. Every year, students of the department of Microbiology visit Manitoba University, Canada.
3. During the year 2008-09, Jesuit Economic Association (JEA) was formed to link the Jesuit colleges at the national level. The first meeting of the JEA was held in Loyola College, Chennai, in December 2008.
4. Foreign Universities visited by Fr. Principal were:
  - a) In July 2008, he visited Geneve, Switzerland, Brussels, Belgium and Luxemburg.
  - b) In October 2008, he visited Buffalo, Detroit, NY, USA; Toronto, Montreal, Canada.

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

St. Xavier's College was granted autonomous status in 2006. We have entered the third year of our autonomy this year. We had certain action plans prepared for the year 2007-08, on the basis of which the following actions were taken during the year 2008-09.

- i) Centralised library completed and inaugurated in January 2009.
- ii) New building (Jubilee building) completed and inaugurated in January 2009.
- iii) New administrative team took over to take the college forward in February 2009.
- iv) After inauguration of 150 years, it was decided to have one year celebration and each department would organize / conduct one activity each month.
- v) New classrooms added on the fourth floor.
- vi) Microbiology laboratory renovated and completed with more facilities.
- vii) Elevator for the faculty members was put in position.
- viii) Another Alumni chapter in Dubai was inaugurated.

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

- i) Xavotsav, the students' cultural fest was held in January 2009.
- ii) Inauguration of the sesquicentenary year in January 2009.
- iii) Prominent personalities visited the college during that year included Shri Buddhadeb Bhattacharya, the Hon'ble Chief Minister of West Bengal, Shri Pranab Mukherjee, Hon'ble Minister-in-Charge, Ministry of External Affairs, Government of India, Shri Abdus Sattar, Hon'ble Minister-in-Charge for Minorities, Shri Bikash Ranjan Bhattacharya, Hon'ble Mayor of Kolkata, Shri Manash Bhunia, Congress Working President, etc.
- iv) Candle lit prayer service was organized to protest and mourn the death of Rizwanur Rehaman. A discussion on such an inhuman incident was also organized where eminent personalities had participated like Derek O Brian, Mohammed Salim, MP, etc. Barkha Dutta, the famous Journalist was the moderator.
- v) Problems faced by the College:
  - Delay in sanctioning of posts from the State Government for teaching and non-teaching staff.
  - Space shortage for expansion.
  - Pressure on admissions – for 2,500 seats offered in various disciplines, the college receives approximately 25,000 applications.
  - Refusal of the Government to sanction posts for PG courses.

## **Section C**

The aim of our institution has always been quality enhancement , keeping in view with Jesuit motto of “magis” (Higher and Higher). Our aim throughout the year was to achieve the spirit of our motto which states nothing beyond in academic achievement. Keeping this in view our achievements towards the end of the year were as follows:-

- Successful completion of the centralized library which started operating after its inauguration on 16.1.2009.
- Construction of Jubilee building completed and inaugurated on 16.1.2009.
- New career-oriented programme in Soft-skill and Personality Development introduced.
- Fr. J. Keepuram, S.J., took student feedback for teachers’ evaluation in the Arts & Science Department on a tentative basis. The Commerce Department continued the student feedback systematically.
- Successful inauguration of our jubilee year, the occasion was graced by Shri Buddhadeb Bhattacharya, Hon’ble Chief Minister of West Bengal.
- Essential infrastructural facilities was upgraded like (a) separate elevator for staff members was put in place; (b) new classrooms were added on the fourth floor; (c) Microbiology laboratory renovated and completed with more facilities.
- We were successful enough to recruit 26 full-time and 9 part-time teachers, 15 support staff during the academic session July 2008-09.
- We have been able to generate internal resources of Rs.18,661,276/- from active alumni/ae, corporate houses and other sources.
- Land deal with the Government on E-M Bypass land (6 acres) was finalized and the land became the property of the college.

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## **Section – D**

### **PLANS OF ST. XAVIER'S COLLEGE FOR THE NEXT YEAR (2009-10)**

1. To carry on the 150<sup>th</sup> year celebration and to intensify the activities focusing the past, present and future of the college.
2. Since Hon'ble Prime Minister was not able to grace the occasion during January 2009 for the 150<sup>th</sup> year inauguration, the college invited him for the concluding ceremony of the 150<sup>th</sup> year celebration in January 2010.
3. During the remaining months of the 150<sup>th</sup> year celebrations, we emphasized on three main areas, namely, i) access; ii) equity; and iii) quality.
4. To have a wider discussion and deliberation on Vision, Mission and Value Framework for greater awareness and achievement of our goals.
5. Explore possibilities and collaboration with more foreign universities like St. Canisus; Buffalo; Fordam (New York) ; Georgetown University (Washington DC); Assumption University (Bangkok), etc.
6. Plans to shift computer laboratory to a central place.
7. To start IGNOU Convergence courses.
8. To have common celebrations for school and college where teachers, students, alumni/ae, benefactors, well-wishers, friends, can come to their alma mater to relive their experiences.
9. The year 2009-10 is also the 150<sup>th</sup> year of Belgian Jesuits coming to Bengal. The Founder Body of the school and the college chalked out programmes to celebrate this jubilee in October 2009.
10. To improve the infrastructure to accommodate B.Com. and Arts departmental offices.
11. Since many requests are coming from different countries for admissions of students from China, Thailand, Philippines, Africa, etc., St. Xavier's needs to respond to this. This will strengthen our cosmopolitan atmosphere in the college.
12. To continue the examination reforms and deliberate on this issue in various departments and committees.
13. To continue with curriculum re-structuring so as to make it more practical, research based and career oriented.
14. To organize faculty enrichment programmes in smaller and bigger groups.
15. To generate more resources towards the celebration of 150<sup>th</sup> year and building up of funds for college development.
16. To strengthen the lay collaboration in the college. To give more responsibilities to lay staff.
17. To involve more and more students in personality development programmes, remedial classes, social projects, games and sports as well as in jubilee celebration.
18. To introduce the formation of various committees and have a system of constant monitoring as per the UGC guidelines.
19. Being the jubilee year, we could start a long-term planning for St. Xavier's 2020.
20. To start one or two new campuses to expand St. Xavier's to become No.1 Higher Education Institution in the country.

**Distribution of Award and Prizes (2008-2009)**

1. **Nihil Ultra Award of Honor** : Prof. N.K. Kuri
2. **Award for Retired Staff** : Dr. Biswanath Lahiri – 25 years 4 months
3. **Award to Staff for 25 years of Service:**

Dr. Sweta Ghosh	25 years 11 months
Mr. Surendra Prasad Choubey	26 years
Mr. Gangadhar Nayak	26 years

4. **Awarded Ph.D.**

Fr. Dr.Dominic Savio	19-11-08
Dr. Mandira Mukherjee	25-01-08
Dr. Surabhi Dasgupta	04-03-08
Dr. Vidyarthi Dutta	28-11-08
Dr. Ankur Ray	30-04-08
Dr. Dibakar Dutta	14-08-07

5. **Nihil Ultra Award for Excellence to Students**

B.A	Farah Gherda
B.Sc	-----
B.Com	Deepak Daga
B.B.A.	Aditi Agarwal
B.Ed.	George Dipanjan Sarkar
P.G.	Neha Bhagat

6. **GOLD MEDAL AWARD**

**i) THE MIRA MEMORIAL GOLD MEDAL FOR THE STUDENT COMING FIRST IN PART I+II+III IN CHEMISTRY HONOURS (2007-2008)**

DEPARTMENT	NAME
Chemistry (Honours)	Prabuddha Bhattachatrya

- ii) **THE Dr. RANJAN RAY MEMORIAL GOLD MEDAL FOR THE STUDENT SECURING THE HIGHEST MARKS IN PART I+II+III IN PHYSICS ( 2007-2008)**

DEPARTMENT	NAME
Physics (Honours)	Sushmita Adhikari

- iii) **THE SOUMITRA BISWAS MEMORIAL GOLD MEDAL FOR THE STUDENT SECURING THE HIGHEST MARKS IN B.COM PART III (2007-2008)**

DEPARTMENT	NAME
B.Com. (Honours)	Deepak Daga

- iv) **THE D.K. GHOSH MEMORIAL GOLD MEDAL FOR THE STUDENT SECURING THE HIGHEST MARKS IN B.B.A PART III ( 2007-2008)**

DEPARTMENT	NAME
B.B.A. (Honours)	Amrita Agarwal

7. **MEMORIAL AWARDS**

- i) **THE PRATAP CHANDRA SARKAR MEMORIAL PRIZE FOR THE STUDENT SECURING THE HIGHEST MARKS IN THE PART I+II+III (COMBINED) UNIVERSITY EXAMINATION IN ENGLISH HONOURS 2007-2008)**

DEPARTMENT	NAME
English (Honours)	Dona Surya Gomes

- ii) **THE PROS. H.K. SARKAR MEMORIAL PRIZE FOR THE STUDENT SECURING THE HIGHEST MARKS IN THE PART III UNIVERSITY EXAMINATION IN ENGLISH HONS 2007-08**

DEPARTMENT	NAME
English (Honours)	Raina Romita Gonsalves

- iii) **THE ASHISH PALIT MEMORIAL PRIZE FOR THE STUDENT SECURING THE HIGHEST MARKS IN THE PART III UNIVERSITY EXAMINATION IN PHYSICS HONOURS 2007-2008**

DEPARTMENT	NAME
Physics (Honours)	Sayan Seal

**iv) THE HIRENDRA MOHON MITRA MEMORIAL PRIZE FOR THE STUDENT SECURING THE HIGHEST MARKS IN THE 2<sup>ND</sup> YEAR ( Sem. III + IV) IN CHEMISTRY HONOURS (2007-08)**

DEPARTMENT	NAME
Chemistry (Honours)	Prem Kumar Chanani

**v) THE Dr. RANJAN RAY MEMORIAL PRIZE FOR THE STUDENT SECURING THE HIGHEST MARKS IN THE PART I+II+III ( combined) IN COMPUTER SCIENCE (2007-2008)**

DEPARTMENT	NAME
Computer Science (Honours)	Novarun Deb

**vi) THE RAM GHOSH ENCOURAGEMENT AWARD FOR students securing Marks above 70% in MATHEMATICS HONOURS ( Sem I-IV ) 2007-2008)**

DEPARTMENT	NAME
Mathematics (Honours)	Mrinmoy Dutta
	Subham Chaudhuri
	Trisha Maitra

**8. B.Ed. Department Awards**

Best Personality of the session 2007-2008	Ashok Anil D'Sa
Best Science Teacher of the session 2007-2008	Himadri Biswas
Best Humanities Teacher of session 2007-08	Srijita Sarkar