



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	ST. XAVIER'S COLLEGE (AUTONOMOUS), KOLKATA
Name of the head of the Institution	Rev. Dr. Dominc Savio S.J.
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	03322551231
Mobile no.	9433345696
Registered Email	principal@sxccal.edu
Alternate Email	iqacsxc@sxccal.edu
Address	30 Mother Teresa Sarani
City/Town	Kolkata
State/UT	West Bengal
Pincode	700016

2. Institutional Status	
Autonomous Status (Provide date of Conformant of Autonomous Status)	06-Mar-2006
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Partha Pratim Ghosh
Phone no/Alternate Phone no.	03322551239
Mobile no.	9830478545
Registered Email	iqacsxc@sxccal.edu
Alternate Email	ghoshparthapratim45@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://www.sxccal.edu/aboutSXC/sxc-IOAC.htm
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.sxccal.edu/SXC-StudentsSection/StudentsSection.htm

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	A	3.53	2011	30-Nov-2011	29-Nov-2016
3	A++	3.77	2017	23-Jan-2017	22-Jan-2024

6. Date of Establishment of IQAC	01-Jul-2004
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
ISO Certification	03-Jul-2019 120	9132
AQAR Submission	12-Nov-2018 60	9132
NIRF Ranked Tenth in College Category	01-Apr-2019 150	9132
ARIIA Participation	28-Nov-2018 60	9132
Round the Year Feedback	02-Jul-2018 365	8546
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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
COLLEGE	COLLEGE OF EXCELLENCE	UGC	2014 1825	7000000
COLLEGE	FIST PROGRAMME	DST-GOI	2019 1825	9500000
COLLEGE	DBT STAR COLLEGE	DBT-GOI	2019 1825	6200000
COLLEGE	HERITAGE COLLEGE	UGC	2015 1825	30500000
COLLEGE	RUSA	MHRD	2015 1825	50000000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

18

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

ISO Certification 9001:2015

Swachhta Ranking by MHRD 2018

Interaction of Students with Honorable Prime Minister through Pariksha Pe Charcha 2.0

International Yoga Day 2019

National Institutional Ranking Framework (NIRF) 2019 Atal Ranking of Institution on Innovative Achievement 2019

[View File](#)**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Administrative Managment	31-Mar-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

31-Mar-2021

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

12-Feb-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The college MANAGEMENT INFORMATION SYSTEM enables the college to manage enrollment, admissions, students, faculty, attendance, fees, scheduling, assignments, grades, examination, library, canteen and various society activities of the institution. It generates automated reports on all aspects for data driven decision making. The College MIS facilitates the management of the entire academic and administrative processes hassle free manner. In addition, the mobile apps is a compelling value proposition which makes it as one of the most versatile. The automated notification system allows to seamlessly connect Teachers, Students, Administrators and Parents and keep them informed in real time on all aspects of the institution. The salient features are as follows:

STUDENT MANAGEMENT SYSTEM: Student Registration, Online Admission Profile Management, Fee Collection, Attendance

ONLINE FEES COLLECTION: All types of fees collection is done online through cards and other online banking systems.

REALTIME IDENTIFICATION CARD SYSTEM: Generation of Identification Cards for students and staff with online capture of photo and signature.

EXAMINATION MANAGEMENT: Result Processing, Result Analysis, Distribution and tracking of answer scripts and evaluation.

LIBRARY MANAGEMENT: Record Maintenance of Books, Periodicals, Electronic Media e.g Newspapers Magazines, Audio and Video Cassettes, Issue and return, resources.

HUMAN RESOURCE MANAGEMENT: Staff Information, payroll Income Tax Management, Staff Attendance (Integrated with Biometric / RFID)

FINANCE MANAGEMENT: Financial Accounting, Salary generation, Employee wise Advance Income Tax calculation and Income Tax Calculation

AUTOMATED ATTENDANCE: Realtime attendance system through Tablet PCs in the class.

AUTOMATED CANTEEN MANAGEMENT SYSTEM: Automation of canteen activities through computer software.

ONLINE STUDENT FEEDBACK: Students give online feedback about the teachers, course and the college facilities at the end of the semester.

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
BA	Bengali-Hons	Bengali	01/07/2018
BA	History-Hons	History	01/07/2018
BA	English-Hons	English	01/07/2018
BSc	Physics-Hons	Physics	01/07/2018
BSc	Chemistry-Hons	Chemistry	01/07/2018
BSc	Economics-Hons	Economics	01/07/2018

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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
DSc	Nil	Nil	Nil	Nil

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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	Political Science	01/07/2018
BA	Journalism	01/07/2018
BA	Sociology	01/07/2018
BSc	Mathematics	01/07/2018
BSc	Microbiology	01/07/2018
BSc	Computer Science	01/07/2018

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	ECONOMICS	01/07/2018
BSc	COMPUTER SCIENCE	01/07/2018
BSc	CHEMISTRY	01/07/2018
BSc	BIOTECHNOLOGY	01/07/2018
BA	BA GENERAL	01/07/2018
BA	BENGALI	01/07/2018
BA	ENGLISH	01/07/2018
BA	FILM STUDIES	01/07/2018
BA	HINDI	01/07/2018

BA	HISTORY	01/07/2018
BA	JOURNALISM	01/07/2018
BA	POLITICAL SCIENC	01/07/2018
BA	SOCIOLOGY	01/07/2018
BSc	STATISTICS	01/07/2018
BSc	PHYSICS	01/07/2018
BSc	MICROBIOLOGY	01/07/2018
BSc	MATHEMATICS	01/07/2018
BSc	MASS COMMUNICATION	01/07/2018

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Communicative English	04/07/2018	131
Life Skill Enhancement Course by NSS	10/07/2018	45
Intellectual Property Right	04/03/2019	92
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Microbiology	65
BSc	Microbiology	45
MSc	Biotechnology	4
BSc	Physics	21
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
The college had a process to take feedback from the students. The reports are analyzed and suggestions are discussed with the respective faculties by the Principal. From the academic year 2015-16, 360 feedback process is initiated in the college. In this process, feedback is taken from students, self-feedback by faculties, feedback by management and feedback by peers. The feedback links are placed in the college website. The feedback is analyzed by software and

feedback report is created in which the competency score of each faculty is also created. The college is practicing the method of 360-degree feedback. This feedback involves 4 domains - Principal, Peer, Self and Students. Feedback is then analyzed and a report is generated and is used for the proper evaluation of teaching and learning. The college management conducts regular interaction with the students through Student Parliament. This facilitates further promotion of the quality of teaching-learning.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Commerce	750	1743	783
BMS	Managment	150	1161	207
BA	English	65	3024	79
BA	Sociology	65	1136	69
BSc	Economics	70	1409	84
BSc	Computer Science	65	765	100
MSc	Multimedia	60	214	55
MSc	Physics	40	159	36

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	7116	761	103	18	221

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
342	342	10	70	2	7

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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

At the start of each new semester cycle, each department allots a particular professor in charge of a semester for mentoring. The names of concerned professors are submitted by the Heads of the Departments to the office. The department appoints a particular mentor subsequent to a departmental meeting with the approval of the Vice-Principal. The purpose behind this facility is to make students' life much easier on the campus and enhance the

overall quality of campus experience, be it academic or non-academic. Each mentor for a particular semester is in charge of that particular class. Being in charge implies taking care of overall student welfare including academics. For any problem, be it academic or non-academic, the students can approach the professor appointed as a mentor. The mentor facilitates an easy solution for the student as regards the concerned problem. Even academically, the mentor has a crucial role to play. He/she can act as a catalyst, connecting the students who are lagging behind in a particular subject with the concerned professors both within and outside the department. Mentors are supposed to give a patient hearing to all students' problems and address their grievances patiently. All faculty members, including the office are supposed to co-operate with individual mentors to facilitate their smooth functioning. The mentoring scheme has proved to be extremely beneficial for the students as they have found an easy window for redress of their shortcomings, grievances and other forms of lacunae paving the way for their overall improvement and enhancing the quality of their life on the campus. At the end of each semester, the mentor is supposed to submit a report to the office about the work they have done. It is important to note that the mentors can only help when the individual student approaches him/ her. The role of the mentor is regularly announced in the class to encourage students to seek help as and when required.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
8546	342	1 : 25

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
36	36	Nil	36	3

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	SUPRIYO PATRA	Assistant Professor	Adarsh Vidya Saraswati Rashtriya Puraskar
2018	ASOKE NATH	Associate Professor	Bharat Shiksha Ratan Award
2019	TAPALINA BHATTASALI	Assistant Professor	Young Researcher in Computer Science and Engineering
2019	RONITA NAG CHOUDHURI	Assistant Professor	American Society of Plant Biologists Travel Grant Award
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	BSC	SEM V/2018	15/12/2018	21/01/2019
BA	BA	SEM V/2018	15/12/2018	21/01/2019

BCom	BCOM	SEM V/2018	24/11/2018	21/01/2019
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
Null	Null	0

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://www.sxccal.edu/i-q-a-c/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
CMEA	BCom	BCOM	343	311	94
MCBA	BSc	MICROBIOLOGY	46	43	93
ECO A	BSc	ECONOMICS	67	63	94
BNGA	BA	BENGLI	25	23	92
ENGA	BA	ENGLISH	56	49	88
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://www.sxccal.edu/i-q-a-c/

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No
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3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
National	PEALI MUKHERJI	JRF	08/06/2018	DST-GOI
National	SUBHAJIT SINHA	JRF	30/08/2018	DST-GOI
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3.2 – Resource Mobilization for Research

3.2.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Students Research Projects (Other than compulsory by the University)	1825	DST-GOI	1960000	488224
Projects sponsored by the University	365	NSS-CU	33125	33125

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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

1.71

3.3 – Innovation Ecosystem

3.3.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
INTELLECTUAL PROPERTY LAW AND INTERNET	Computer Centre and Central Computing Facilities	10/10/2018

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3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				

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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					

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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
COMMECRE	3
EDUCATION	2
ENGLISH	1
MICROBIOLOGY	1
POLITICAL SCIENCE	1
STATISTICS	2

3.4.2 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	PHYSICS	22	3.1
International	EDUCATION	3	4.46
International	Microbiology	1	Nil

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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
ENGLISH	5
COMPUTER SCIENCE	5
BCOM (IT)	9

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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
Humectant Hand and Surface Sanitizer and process of preparing the same	Published	A01N25/22	29/03/2019
Development of DetecTea, a low cost easy to use instrument for Quick Validation of Geographical Indication, Darjeeling Tea	Published	201721014138	29/08/2019

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3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Analysis of Ordinal Longitudinal Data under Non ignorable Missingness and Misreporting	Surupa Roy	Journal of Multivariate Analysis	2018	Nil	Nil	Nil
Estimation of log-	Surupa Roy	Biometrical Journal	2019	Nil	Nil	Nil

odds ratio from group testing data using Firth correction						
Convergence of Indian States in the First Decade of the 21st Century	Soumi Bhattacharya	Artha Vijnana (ISSN:0971-586X)	2019	Nil	St. Xavier's College, Kolkata	Nil
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3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Presented papers	21	15	Nil	Nil
Resource persons	6	13	3	Nil
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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
Dr. Sanjib Kr. Basu, Department of Commerce	Annual performance Appraisal of ISGPP (Funded by World Bank)	Panchayat Rural Development, Government of West Bengal	240000
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3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
No Data Entered/Not Applicable !!!				
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3.6 – Extension Activities

3.6.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and

Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Daan Utsav in 1 special school, 2 NGOs and 1 adopted village	NSS	3	104
Independence Day in 2 adopted Villages	NSS	3	68
Village Education Programme in 5 villages	NSS	4	1023

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3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Blood Donation Camp	Awarded for Highest Blood Donor on a Single Day	Association of Voluntary Blood Donors	8546

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3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/ collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat Abhiyan	NSS	Swachhta hi Sewa hai	2	1023
Unnat Bharat Abhiyan	NSS	Unnat Bharat Abhiyan Survey in 3 adopted villages	4	1183

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3.7 – Collaborations

3.7.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Semester Exchange (outbound) SUNY Oswego, USA	Christabel Anisha D'gama	SELF	150
Faculty Exchange - Short Term (Inbound)	Dr. Andrew Alter	Macquarie University - Australia	8
Faculty Exchange - Short Term (Inbound)	Andrew Friedman	Fordham University, USA	10

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3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Summer Training	Summer Training	University Of Wisconsin- Dept Of Neuroscience Dr. Xinyu Zhao- (608) 890-4392	01/06/2019	31/07/2019	Jyotsana Pandey
Summer Training	Summer Training	IISC Bangalore	01/06/2019	31/07/2019	Siddhartha Chakraborty
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3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Monash University, Melbourne, Australia	14/09/2018	Student and Faculty exchange	8
West Bengal State University, Barasat, India	28/06/2019	Student, Faculty and Research exchange	17
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
32000000	22776544

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Koha	Partially	16.05.14.000	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	47768	3207991	2055	921553	49823

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Subha Das Mollick	Television Journalism	SWAYAM	06/08/2018
Labanya Datta	Radio Production	SWAYAM	06/08/2018
Nilanjan Banerjee	Film Appreciation: Film Form and Style	SWAYAM	06/08/2018

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	980	309	980	51	0	64	312	100	229
Added	39	21	39	0	0	25	7	0	1
Total	1019	330	1019	51	0	89	319	100	230

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Educational Multimedia Research Centre (EMRC) 493, Ajaynagar Kolkata 700094 (St. Xaviers 2nd Campus)	https://www.sxccal.edu/educational-multimedia-and-research-centre-emrc/

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
5739000	5238911	13700000	6755133

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in

The following items are under comprehensive AMC and are constantly monitored by the ICT Resource Management Committee of the College: Computers, Printers, Servers, Campus Network, Campus Wi-Fi, CCTV System. The entire electrical system is maintained by in house technicians and is inspected at periodic intervals by the local electrical authorities. A dedicated Campus Administrator and Campus Manager is appointed by the College for maintaining and upgrading the physical and support infrastructure such as building, elevators, ramps, hygiene rooms, water supply, waste management etc. The upkeep and upgradation of the laboratories of the departments of Physics, Chemistry, Microbiology, Biotechnology and Computer Science is done on a regular basis by faculty members who are also assisted by trained technical support staff. The Central Library and Goethals Library are maintained by a team of dedicated staff who carry out routine inspection and monitor the functioning of all the different aspects of library services including digitization, self-help kiosks and system of accessing the library resources. The College playground is maintained lush green throughout the year by dedicated support staff. The basket-ball ground and play field are maintained in top condition to facilitate various sports and games round the year. Sports equipment are kept in prime condition through proper maintenance.

<https://www.sxccal.edu/i-q-a-c/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Personal Counselling	02/07/2018	8546	College Teachers Professional Counsellors
Mentoring	02/07/2018	8546	College Teachers Professional Counsellors
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive	Number of benefited students by career	Number of students who have passed in the comp. exam	Number of students placed

		examination	counseling activities		
2018	Net Set Guidance	42	619	12	12
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
42	610	474	42	300	145
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	12	BA	HISTORY	UNIVERSITY OF CALCUTTA	MA IN HISTORY
2018	12	BED	EDUCATION	JADAVPUR UNIVERSITY	MA IN EDUCATION
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
11 a Side Football	Inter Department	490
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Silver	National	1	Nil	484	Vansika

	Medal					Tantia
2018	Participation	International	1	Nil	855	Aishwarya Krishnan
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

In the academic year 2018-19 the Students' Council began with the celebration of the auspicious occasion of Rev. Fr. Principal's birthday on 24th July. Set out to host the first event of the new academic year 2018-19, the Students' Council and the Department of Sports decided to continue the tradition and thus started working towards having another edition of Xavier's Premier League. Xavier's Premier League: Football Basketball 2018 was held on 1st September, 2018. St. Xavier's College Students' Council organized Xavotsav 2019 on the 22nd, 23rd and 24th of January, 2019. It was completed successfully and peacefully with 48 colleges participating in the 3-day cultural spectacle. The theme for this year's Xavotsav was "A Rainbow of Dreams." The fierce academic competition was also backed by 3 star nights with DJ Shaan and DJ Greff from Mumbai performing on the first night, Gajendra Verma performing on the second night and Mariana Bo, ranked #68 DJ in the world performing for the last Electronic Dance Music Night. After fierce competition in the 74 events of Xavotsav, every college striving to be the best, St. Xavier's College emerged as the overall winners of the fest. However, being the host college, as a gesture of courtesy, the trophy was rolled on to the runners up - J.D. Birla Institute (Department of Management). In memory of the martyrs of the Pulwama tragedy, SXCSO organised a silent and prayerful candle procession in Kolkata on the 19th of February. The Xaverian Parliament was held on 2nd of April, 2019.

All the Class Representatives and Society Secretaries addressed their grievances to the General Secretary of SXCSO and the Present, Father Principal and the Deputy and Vice Deputy Presidents. A Narcotics Awareness Program was organized by SXCSO in college on 2nd of April in association with the Narcotics Awareness Cell of Lalbazar Police Station. SXCSO had organised a candle light prayer service to remember, grieve, and commemorate those who fell victim to the gruesome attacks in Sri Lanka. The Students' Council has represented our college in many inter-college fests such as "Malhar" of St. Xavier's College Mumbai, "Synergy" of St. Xavier's College Jaipur, "Rhapsody" of Calcutta Medical College, "Biswamil" of OP Jindal Global University, "Umang" of Bhawanipur Education Society College, "Invictus" of J.D. Birla Institute and many others. Our college has not only participated but also secured prizes across various genres of music, dance, design and literary and non-performing arts. The General Secretary, besides organizing XPL and Xavotsav served the college as a member of The Academic Council, Disciplinary Committee, Disaster Management Cell, Students' Grievance Committee, Internal Quality Assurance Cell, Equal Opportunity Cell, Social Outreach Programme Committee and other important committees throughout the tenure. The Societies under the Council such as the Science Association, Theatrical and Literary Societies, Sports, Debating Society, Academy of Dance and Music all contribute to the College by organizing atleast one Headliner event throughout the year and multiple co-curricular activities which engage students on academic and non-academic levels.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

A humble desire to give back to the alma mater and the society at large while

having the inner pleasure to reach out to the distressed and being tied together by a value system that transforms the past students of St. Xavier's College, Kolkata into "men and women for others" gave birth to St. Xavier's College (Calcutta) Alumni Association (SXCCAA) in the year 1985. The association is registered under the West Bengal societies Act and perhaps the first alumni association in Kolkata to have been granted 80G Certification from the Income Tax Department and the first in India to have been certified with ISO 9001:2008 Certification. The association functioned very actively since its inception and since then it has not looked back. It was in the year 2009, Rev. Fr. Dr. John Felix Raj, SJ took over as Principal of St. Xavier's College, Kolkata and thus became the President of the association as per the provisions of the Constitution of SXCCAA. The dynamism of its President took the association to greater heights and glories with each passing year. Apart from regular calendar events like Tea Meet, 'Sangam' Reunion Dinner, Fr. Joris Memorial Cricket Match, Fr. Joe D'Souza Memorial 'Nihil Ultra' Debate, Fr. Maliyekal Memorial Football Match, Annual Picnic, Beyond Barriers, Philanthropy Day and Medical Camp, Teachers' Day, Friday Fellowship, only to name a few, the association also organizes panel discussions with eminent personalities ably led by its committed women members under the banner Womens' Forum of SXCCAA. The association is an active member of Jesuit Alumni Association of India (JAAI) and World Union of Jesuit Alumnae (WUJA). The vision of its visionary President, Rev. Fr. Dr. John Felix Raj SJ led the formation of national and international chapters giving the members a chance to strengthen old ties and forge new friendship. SXCCAA now boasts of having National Chapters in Mumbai, Delhi, Bangalore, Guwahati and International Chapters in Thailand, Singapore, United Arab Emirates, United States of America, United Kingdom, Bangladesh, Australia, Europe and Canada. The International Convention of SXCCAA - Beyond Boundaries flagged off in Bangkok followed by Singapore, Dubai, London, Melbourne. The National Convention - Looking beyond was held in Goa. SXCCAA is a band of Jesuit Lay Collaborators with no baggage and no salaries skillfully tracing its roots to the spirit of the founder St. Ignatius of Loyola and co-founder St. Francis Xavier as manifested in the Society of Jesus, upholding the spirit of 'Nihil Ultra' - Nothing Beyond.

5.4.2 – No. of registered Alumni:

6780

5.4.3 – Alumni contribution during the year (in Rupees) :

4200000

5.4.4 – Meetings/activities organized by Alumni Association :

Activities of SXCCAA can be distinguished mainly into 2 categories, one is philanthropy activities and another being fun raising activities. The Philanthropy activities of SXCCAA include organizing Medical Camps as well as Blood Donation Camps at the Rural Campus of our College at Raghobpur, Distribution of unused clothes to under-privileged rural population, providing financial support to students with economically challenged background to continue their higher studies, providing books - uniforms etc. to needy school students, providing necessary items to other Jesuit social welfare organizations like Little Sisters of the Poor, Missionaries of Charity etc. The Fund-raising activities include fellowship activities like Tea Meet, Annual Reunion Dinner, Annual Picnic - where the members of the association join to relive the nostalgia of being ex-students of the college over high tea dinner respectively Cultural extravaganza like Beyond Barriers (the biggest of all), Sanyog - Dashobhuj Bangali in association with Bengali Literary Society of the College apart from many other engagement and fellowship events spread across the year. Apart from these, SXCCAA has an array of co-curricular activities

like International Debate Challenge, Sporting activities like Cricket Football Championships with the Staff members of the College where the active members of the association participate whole heartedly.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The entire system of teaching and learning is based on decentralization and participative management. The Academic Council is the apex body in this regard. The Principal of the college presides over the Academic Council. The college has two campuses, one at Part Street and the other at Raghampur, the rural face of the institution. The Park Street campus runs on three shifts - Commerce Morning, Commerce Evening and Arts Science (Day section). The Raghampur Campus runs parallel. In addition, there is an Education Department at the Park Street campus. In all, five Vice Principals are in charge of these five broad areas. The Vice-Principals delegate authority and responsibility to the respective Deans. Under each Vice Principal, there are several departments. For example, in the Arts and Science (Day section), there are departments such as Physics, Chemistry, Mathematics, Microbiology, Biotechnology, Economics, Statistics, English, Political Science, Sociology and so on. Each Department has its own Board of Studies to develop, execute and continuously improve upon all aspects of teaching and learning. These activities include curriculum development, workload allocation and preparation of lesson plans, continuous evaluation, participation in organizing semester examinations etc., to name a few. Every department holds regular meetings to implement its programs, and appraise the teaching and learning activities. In a similar fashion, the conduct of internal assessments and semester examinations is also based on decentralization and participative management. The Vice Principals and deans conduct detailed internal evaluations. Departments participate by preparing the assignments, questions and designing other innovative methods of evaluation. The Controller of Examinations plans coordinate the Semester examinations with the help of the Vice Principals. Departments are asked to set up panels of paper setters, examiners, moderators, reviewers etc. for each paper. Directions authorized by the Principal are communicated via written notices as also through information-communication technology. These activities are all coordinated by the respective offices of the Vice Principals and the Deans. Each department is accountable to the Academic Council where all academic decisions are ratified and validated. Thus the system of teaching and learning is a blend of top-down and bottom-up management and it comes full circle when the Academic Council meets which is at least twice a year.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Admission of students is fully online. Students are selected on the basis of marks and/or selection tests/interviews. For the purpose of admission the students are divided into four categories. The first (general category) is on merit. For the other

three categories namely a) SC, ST, OBC (socially disadvantaged groups), Catholics, Other Christians, Economically backward, Differently-abled, b) Outstanding Sports Person, NCC Cadets, c) Sons and Daughters of Faculty, Alumni Members with long standing record of service to the College and society, and for Defense Personnel, the application criteria are relaxed and the admission cut-off marks are lowered.

Industry Interaction / Collaboration

Interactions with the industry are done on regular basis. Their valuable suggestions are implemented at the time of revision of the syllabus. Suggestions are also implemented by the Placement Cell to increase the employability of the students. Efforts are on in the area of entrepreneurship development activities through collaboration with industries. /consultancy services are also offered to industries.

Human Resource Management

Staff Orientation and skill building programs are organized by the College on regular basis. Performance appraisal system through stakeholders' feedback. Promotion policy of the Higher Education Department is followed together with seniority based and performance based promotions. Provident fund, Gratuity and Leave Encashment benefits. Performance Recognition - The College gives performance recognition by way of monetary incentives, like, sponsoring registration fees for the faculty members whose paper have been accepted at Seminars and Conferences (including International Conferences) providing the Ph. D registration fees to the candidates by felicitating the retired staff members and recognizing those with 25 years of service.

Library, ICT and Physical Infrastructure / Instrumentation

E-book access facility with the help of tabs, smart phones and other devices through college intranet for the researchers and advanced learners. Computerized attendance system at the Central Library. Library networking services with INFLIBENT others. Institutional membership with NDL, British Council Library and American Library Kolkata. State of the art Computer Centre offers various professional courses to the students. MULTIMEDIA and ANIMATION Computer

Laboratories. CYBER ROOM facilities are provided to students. Modernization of classrooms with audio-visual facilities / e-classrooms. Smart classes, virtual classrooms, videoconferencing facilities.

Research and Development

Creation of a Central Research Facility, a research committee and a Ph.D. Cell along with a Consultancy Cell. Faculty is encouraged to pursue and complete doctoral and post-doctoral work, to present papers at national/international conferences and seminars, undertake major and minor research projects from UGC/CSIR/DST and publish papers in research journals. Teachers are awarded Rs. 5000 as a token of appreciation for completing Ph.D. Seed money is provided to projects. Subscription to research journals. Yearly publication of the College research journal and departmental journals. Participation of the students in research through academic programmes.

Examination and Evaluation

Two sets of questions are developed for each paper - one internal and the other external. An external moderator prepares one single paper and submits a confidential report. A detailed Marking Scheme is prepared. "Blind" marking is practiced. Appropriate samples of the marked scripts are evaluated independently by external evaluators. If the marks difference is significant, then the papers are sent to a third examiner. After the publication of the result a candidate may apply for "seeing" and /or "review". Students can apply for grafting. Supplementary examinations are held for students with arrears in the final semesters.

Teaching and Learning

In order to make teaching and learning more suited to the need of the semester system - The syllabi have been modularised. Choice Based Credit System has been invoked. Innovative methods of participatory learning such as project work, field visits and seminar presentations have been developed to enrich the process of teaching and learning making it a more enjoyable experience for the students. Students have actively participated in research and consultancy. Multiple modes of assessment have been incorporated to benefit students of different

	abilities. Syllabus revision was undertaken.
Curriculum Development	<p>Every department develops its own curriculum within the overall framework of the courses offered by the college. The external members of every Board of Study (BOS) include eminent academicians, representative of the Vice Chancellor of the University of Calcutta as also representatives from industry. The BOS keeps itself updated on the latest developments in the subject across various universities both within the country and abroad. Course evaluation is obtained from students immediately before they appear for their final semester examinations. The alumni, parents and other stakeholders are also encouraged to give their feedback on the curriculum at regular intervals.</p>

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	<p>1. The aims and objectives of the institution, the mission and vision statements and the motto of the college along with the unique features of broad-based, liberal and inclusive Jesuit Education are put up with clarity on the college website. 2. There is continuous monitoring and scanning of the higher education scenario through the websites of UGC, NAAC, MHRD, and State Higher Education Department to keep abreast of the latest developments. 3. Continuous evolution of policies and programs through the use of ICT to stay ahead in the field of higher education.</p>
Administration	<p>1. College website contains information on the administrative structure of the college. 2. All notices and information related to college administration are available on the college website. 3. Students are regularly updated with all relevant information regarding rules and regulations, exams, opportunities for career development and counselling facilities through the college website. 4. Use of ICT for intra-college communication and coordination regarding meetings, events and activities. 5. Moving in the direction of paperless communication for smooth and effective administration.</p>

<p>Finance and Accounts</p>	<p>1. Fully automated system of accounting procedures using state of the art software for accounting and finance. 2. Electronically managed system of records related to grants and receipts as well as payments to vendors and external service providers. 3. Clearly specified fee structure for various courses communicated through College website. 4. Option of online payments of all fees by students. 5. Electronic communication with all faculty regarding annual IT Returns and other financial matters. 6. Electronically generated pay-slips and income-tax related documents for staff members.</p>
<p>Student Admission and Support</p>	<p>1. There are dedicated pages on college website for all information related to admissions. 2. Information related to courses offered, subjects offered and combinations of subjects under various programs is made available on the college website. 3. Admission criteria, procedures and steps are uploaded on the college website. 4. Online mode of form filling, uploading of documents, payment of application fees. 5. Website publication of department-wise selection list and fully transparent selection criteria on college website along with Admission Schedule. 6. Option of Online mode of Admission Fee payment is also available. 7. Dedicated students' Notice Board on college website and students' section containing results, attendance updates and other relevant information.</p>
<p>Examination</p>	<p>1. Examination timetables are put up on the college website well in advance of exam dates. 2. In-house electronic printing of question papers and organising exam-related documents. 3. Electronic communication with internal and external paper-setters, moderators, examiners, reviewers. 4. Continuous real-time data-base management of all information relating to examinations such as question setting, moderation, review, grafting etc. 5. Pre-publication analysis and review of results using appropriate software. 6. Continuous monitoring of websites of reputed organizations and higher educational institutions for upgrading the entire process of examinations.</p>

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Rev. Dr. S. Xavier S.J.	International Conference for Sustainability Development	Management Development Institute (Murshidabad)	8260
2018	Dr. Madhu Agnihotri	International Conference on Innovations in Computer Science	Burdwan University	2000
2018	Dr. Supriyo Patra	ICMBP	Alliah University	2500
2018	Mr. Sudipto Ghosh	Unnata Bharat Abhiyan	IIT Patna	5020
2019	Dr. Shivaji Banerjee	Agripreneurship and Grafting Competitive Advantage	UGC-UKIERI	1300
2019	Dr. Samrat Roy	Agripreneurship and Grafting Competitive Advantage	UGC-UKIERI	1300
2019	Dr. Madhu Agnihotri	IWPAA	Indian Statistical Institute	3000
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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Faculty Orientatio n Programme 2018	Nil	07/07/2018	07/07/2018	200	Nil
2018	Advanced Excel a pr ofessional approach	Nil	14/12/2018	14/12/2018	35	20

Skill Deve
lopment
Programme

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
36th Orientation Programme	1	15/11/2018	12/12/2018	27
112th Orientation Programme	1	11/08/2018	12/12/2020	1
UGC Sponsored Refresher Course	1	01/08/2018	21/08/2018	21

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
34	10	4	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
3	4	9

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal Audit is conducted by the institution throughout the year by appointed Chartered Accountants M/S D.K Dwibedi Associates. Audit report is given by the auditor half-yearly for internal audit and final report is given with Balance Sheet for every Financial Year. External Audit is conducted by the Department of Higher Education ,Government of West Bengal on yearly basis. Appointed auditor is M/S R.L. Ghosh Co., who conduct audit yearly and present the final report with Balance Sheet for each Financial Year.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Shresth Real Estate (P) Ltd.	500000	Construction of Girls Hostel

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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Prof. Sudakshina Gupta Director, IQAC, University of Calcutta, 2. Prof. Uttam Bandopadhyay, Retd. Dean, Faculty of Science, University of Calcutta, 3. Prof. Aditi Ghose Retd. Professor, Dept. of Education, University of Calcutta, 4. Mr. Saibal Chatterjee, Managing Director, Lokenath Chatterjee Sons (Precision Tools) Pvt. Ltd. and SGS India Pvt. Ltd.	Yes	Top Management of the College
Administrative	Yes	Prof. Sudakshina Gupta Director, IQAC, University of Calcutta, 2. Prof. Uttam Bandopadhyay, Retd. Dean, Faculty of Science, University of Calcutta, 3. Prof. Aditi Ghose Retd. Professor, Dept. of Education, University of Calcutta, 4. Mr. Saibal Chatterjee,	Yes	Top Management of the College

Managing
Director,
Lokenath
Chatterjee Sons
(Precision
Tools) Pvt.
Ltd. and SGS
India Pvt. Ltd.

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Meetings are held as and when required. 2. Feedback on syllabus and curriculum is invited, received and followed up. 3. A good number of scholarships and medals are sponsored by parents of students. 4. Parents are invited during Convocation ceremony. 5. Overall our College receives a very healthy support from the interaction between the management, parents and teachers.

6.5.3 – Development programmes for support staff (at least three)

1. Orientation Programme for Non Teaching Staff, 2. Health Insurance and ESI facility for Non teaching Staff, 3. Annual Health Checkup for Non Teaching Staff, 4. Organizing Football and Cricket match for Non Teaching Staff

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Special focus on Research Activities by staff and students 2. Initiative to set up a Human Resource Development Centre as recommended by NAAC Peer Team, in consultation with UGC 3. Green Initiative 4. Solar Power Generation

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	Yes
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	New Guidelines by NAAC for preparation of AQAR and Faculty Activities	19/07/2018	19/07/2018	19/07/2018	11
2019	GAP Audit and Awareness Programme related to ISO	09/03/2019	09/03/2019	09/03/2019	27

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Womens Day Celebration	17/03/2019	17/03/2019	140	60
All Bengal Womens' Union	14/03/2019	14/03/2019	24	Nil
Invited Lecture at World Vision on the concept of 'Women for Women'	08/03/2019	08/03/2019	135	75

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

College has installed Solar Panels on the roof-top as a source of alternative energy. During the relevant period the average monthly yield was 111 MWh with a maximum of 182.03 MWh. This resulted in savings generation of Rs.8,88,670/- and a reduction in carbon dioxide to the tune of 88.87 tons.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Provision for lift	Yes	2
Ramp/Rails	Yes	2
Rest Rooms	Yes	2
Scribes for examination	Yes	2
Any other similar facility	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	05/10/2018	3	Daan Utsav	The Joy of Giving to bring happiness and sunshine into the lives of children	15

						and elderly	
2018	1	1	07/08/2018	1	Blood Donation Camp	Ensuring the continuous flow of Blood Donors to cater to nine(9) blood banks in and around the city of Kolkata	673
2019	1	1	17/02/2019	1	Shishu Mela	Celebrations and motivating session with 1000 children from 7 villages of 24 Parganas (S) and 10 NGOs	300
Nil	1	1	20/06/2019	3	Prayas Camp	Encouraging 50 students from rural areas of Burdwan District to pursue higher education and to give them an orientation on life skills	35
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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Orientation Program for Teaching Staff	07/07/2018	Active implementation of the Principles of Mental Health in the teaching-learning practices of the faculty

		to improve personal and professional ethics
Orientation Program for Teaching Staff	14/07/2018	Active implementation of the Principles of Mental Health in the teaching-learning practices of the faculty to improve personal and professional ethics
Faculty Development Program for Teaching Staff	14/09/2018	Ensuring that the knowledge gained on principles of Banking and Insurance by the teaching staff of the Commerce and Management departments is utilized in the teaching-learning process so as to promote professional ethics
Faculty Development Program for Teaching Staff	09/10/2018	Ensuring that the knowledge gained on principles of Accounting and Finance by the teaching staff of the Commerce and Management departments is utilized in the teaching-learning and grooming process of students so as to promote professional ethics
Training Program on anti-plagiarism	04/12/2018	Ensuring anti-plagiarism activities
Skill Development Program	14/12/2018	Promoting the practice of professional ethics in the area of Information and Technology
Faculty Development Program for Teaching Staff	15/12/2018	Active implementation of the Principles of Business Law and Competition Law in the teaching-learning practices of the faculty to ensure the practice of professional ethics
Faculty Development Program for Teaching Staff	20/05/2019	Active implementation of the ethical aspects of Principles of Commerce and Management studies

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
PROJECT SHUDDHI	15/11/2018	30/05/2019	45
PROJECT KALAKRITI	01/07/2018	30/05/2019	40

DAKSH-BOOK COLLECTION AND DISTRIBUTION DRIVE	01/12/2018	15/02/2019	600
OUTREACH- INTERACTIVE SPEAKER SESSION	08/02/2019	30/05/2019	400
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The initiatives taken by the College to make the campus eco-friendly are: 1. Regular Cleanliness of Environment within outside the campus 2. Tree plantation within the campus with Garden 3. Solar Energy 4. Rain Water Harvesting 5. Smoke Free Campus 6. Plastic Free Campus 7. Segregation of waste material into bio-degradable and non degradable components and suitable disposal thereof

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

St. Xavier's College (Autonomous) Kolkata aims at forming young men and women of academic excellence, competence, commitment, compassion and conscience, making its own contribution towards a transformation of the present-day social condition so that the principles of social justice, equality of opportunity, genuine freedom and respect for religious and moral values, enshrined in the Constitution of India, may prevail, and the possibility of living a fully human existence may be open before all. St. Xavier's has always been known for its cosmopolitan and national character and has fostered among its students the spirit and practice of oneness, brotherhood and integration ensuring that they live in complete harmony, understanding and mutual respect. Thus they are encouraged to rise above local and group affinities, to develop loyalties to the country and to society at large. The Context Curriculum development and updating has to be done on a continuous basis, in keeping with the contemporary needs of various stakeholders. To ensure this the institution has to upgrade the system of continuous feedback from various sections of the society. The diversity of student composition comprising advanced and slow learners poses a serious challenge to the level and content of the lectures. The teachers have to make a special effort to address and reach out to all cross sections of the class. Newer models of teaching have to be effectively devised in order to offer the students a holistic perspective on such subjects as Religious Studies, which requires an in depth understanding and research of complex issues. Creating secular awareness in multi-cultural society is what the course tries to ambitiously achieve. Progress of serious academic research and sharing the fruits by reaching out to the society is another important contextual issue faced by the institution. The institution has to constantly engage in the process of building and maintaining a research culture along with appropriate outreach programs to bring the marginalized sections of the society within the fold of our social services. Promotion of learning requires continuous upkeep and development of both physical and academic infrastructure including hostels, a library with state-of-the-art facilities as also archives rich in heritage collections, along with a supportive campus infrastructure with special attention to the needs of differently abled students. Finally, to put it all in proper perspective the institution has to nurture and develops its rich legacy of Jesuit Leadership and Governance with time-tested as also newly evolving methods of effective management practices. The Practices Our best practices include multifarious activities spread across each of the broad areas of the Quality indicator Framework developed by NAAC. Here we highlight some of these best practices and their uniqueness in the present context of our higher education scenario. These are some of the steps that go a long way in promoting

the values of liberty, equality, fraternity, tolerance and humanity enshrined in the Indian Constitutional among the students who are the future citizens of the country. 1) Teaching-Learning The basic thrust in the teaching-learning process is student-centric classroom academics where every faculty member makes individual effort to cater to the varying requirements of the students. The Continuous Internal Assessments help teachers to distinguish the capable and slow learners so that their individual academic needs may be monitored.

Remedial classes are also organized for the weak and slow learners. The Students are motivated to think on their own in order to sharpen their critical acumen and original thinking. It also hones their analytical and interpretive skills. Regular interactions between faculty members and students beyond class hours improve inter-personal relation between teachers and students. 2)

Foundation Course (A: Inter-religious Studies and Social Harmony, B: Personality Development) The Foundation Course introduced in the curriculum offers the students a panoramic exposure to newer methods of acquiring knowledge about society and environment, to foster a secular and democratic attitude through courses like Religious Studies and Personality Development. 3) Confluence of Students from all Sections of Society The college makes every effort to be a bridge between the rural-urban divide, taking the benefits of education to the poor and the marginalized with the aim of their empowerment.

One of the missions is to ensure access and equity in higher educational opportunity to all deserving and meritorious students particularly those from the marginalized sections, irrespective of religious avocation. This mission is accomplished through reservation for SC/ ST/ OBC/ socially and economically disadvantaged students in admission and financial assistance to such students.

4) Rural Campus The college has opened a campus at Raghobpur, South 24 Parganas, dedicated to and meant to serve and empower rural students. Most of the students of this campus are first generation learners and the majority of them are girls. The college administration provides quality education to these students at a highly subsidized tuition fee. To ensure that the students of this campus feel at home in the main campus, they are involved in sports and other cultural activities of the main campus. The college does not count the financial outlay that continues to be invested in this campus. It is inherent in our commitment to the underprivileged and marginalized, to provide opportunity to those on the fringes to join in the mainstream of life. 5)

Mentorship A mentor-professor is given charge of each class to ensure care, concern and counseling for students' problems including academic and social. In case of an academic problem, remedial classes are arranged for financial problems, special scholarships are granted and other such actions are taken. 6)

Counseling Cell The college has a fully staffed counseling cell open on all working days. Five qualified counselors are on hand to offer counseling services. Apart from our students, this service is extended to all the stakeholders of the college, viz., parents, staff and alumni. The activities of the cell are kept strictly confidential. Evidence of Success The student satisfactions relative to academic benchmarks are determined through structured students' feedback and quantitative analysis of the same to improve and enhance the academic activities in relation to curriculum, infrastructure, facilities and co-curricular activities. The faculties, HODs, Deans and VPs continuously interact with the students and make sure that these benchmarks are achieved.

The BOS and Academic Council act as the watchdogs in these matters. Regular meetings of the Principal and Vice-principals with the Student Council members and class representatives are held to review the level of student satisfaction and to chalk out programs for the future. For personal and spiritual

development of students, various programs and camps are organized by the Jesuits and their co-workers through NSS, AICUF, LTS and SC/ST cells. St. Xavier's involves people from different walks of life as resource persons in the human and spiritual orientation given to students. St. Xavier's has always had the co-operation from all its stakeholders and it is this attitude of

fellowship that has enriched this institution and has made it what it stands for - a way of life. In this context, we are pleased to announce that St Xavier's College (Autonomous), Kolkata, had bagged the highest cumulative grade point average (CGPA) of 3.77 out of 4 point grade to get an A grade from NAAC in 2017. The council followed seven criteria to assess institutes ranging from teaching-learning and evaluation, curricular aspects, research, consultancy and extension, infrastructure and learning resources. Furthermore, St Xavier's College (Autonomous) Kolkata under PARAMARSH scheme is granted the right to mentor National Accreditation and Assessment Council (NAAC) accreditation aspirant institutions for promoting quality assurance in higher education in 2019. It gives me pleasure to mention that in NIRF 2020, our college has acquired 7th rank under "College" category. We are now an ISO 9001:2015 certified college as well.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://www.sxccal.edu/i-g-a-c/>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

1) Student support and academic mentorship by faculty: Every student in the College is assigned a mentor who is a faculty member. The mentor interacts regularly with the mentee to provide guidance on academic as also co-curricular activities, keeping in mind the psychological and emotional profile of the concerned pupil. 2) Psychological and emotional counselling by professional counsellors: In addition to the above, the College provides professional Counselling by experts from the field. Professional counselling procedures and ethics are followed. Specific timings of availability of counsellors is displayed on the students notice board and also on the College Website. 3) Scholarship and financial assistance: The College provided a wide range of scholarship and financial assistance to its students. In addition it also facilitates the process of scholarship grants provided by the National and State Governments. 4) Multifarious activities by departments and various societies: Our students are actively engaged round the year in various activities organized by each of the departments. Together with this there are several societies like Xaviers Commerce Society, Xaviers Management Society, Science Association etc. which serve as platforms for students activities in academic and co-curricular domain. 5) Active engagement of students in National Service Scheme (NSS) Social Work: The NSS is a very important component of the College which constantly involves students and staff members in designing and implementing a large number of social welfare activities. 6) Instilling the spirit of service to mankind in the Greater Glory of God: At St. Xaviers we inculcate the practice of shaping men and women for others who are committed to the service of mankind through their actions. 7) Sports and Athletics: St. Xaviers College (Autonomous), Kolkata has a very vibrant sports department which encourages and facilitates students participation in wide range of indoor and outdoor sports and athletics activities. Students regularly win trophies, medals and cups in various state and national level championships. 8) National Cadet Corps (NCC) activities: The NCC activities are headed by a senior faculty who is also a designated the rank of Major by the appropriate authorities. Students in the NCC wing are absorbed into defence services. 9) Student Results: At St. Xaviers College (Autonomous) Kolkata teaching and learning is accorded primary importance. The College is known nationally and even beyond international boundaries for the outstanding academic performance of its students both in academic and professional courses. 10) Student Placement: The College organizes placement for the students in their final year of studies.

Eminent organizations of international repute regularly visit the College campus and recruit our students with very good packages and incentives.

Provide the weblink of the institution

<https://www.sxccal.edu/i-q-a-c/>

8.Future Plans of Actions for Next Academic Year

More emphasis on teaching learning, More emphasis on both faculty and student research, Faithfull implementation of CBCS curriculum, More new Courses like M. A. in (Political Science, Bangla, English), More PHD Courses