St Xavier's College (Autonomous), Ahmedabad-9
The Annual Quality Assurance Report (AQAR) of the IQAC
(June 2014- May 2015)

Part – A

1. Details of the Institution

1.1 Name of the Institution

> St Xavier's College (Autonomous)

1.2 Address Line 1

> Navrangpura

Address Line 2

> Ahmedabad

City/Town

> Ahmedabad

State

> Gujarat

Pin Code

> 380 009

Institution e-mail address

> stxaviers@jesuits.net

Contact Nos.

> 079-26308057; +91-94-26-475890

Name of the Head of the Institution:

> Dr Robert Arockiasamy SJ

Tel. No. with STD Code:

> 079-26308057

Mobile:

> 09427026600

Name of the IQAC Co-ordinator:

> Dr Sebastian Vadakan

Mobile:

08000175529

IQAC e-mail address:

iqac@sxca.edu.in

1.3 NAAC Track ID

SXCA AQAR 2014 - 15 St. Xavier's College (Autonomous) Ahmedabad, Guiarat

1.4 NAAC Executive Committee No. & Date:

EC/65/RAR/68 dated October 25, 2013

1.5 Website address:

www.sxca.edu.in

Web-link of the AQAR:

http://sxca.edu.in/xaviersahmedabad.aspx?pagename=aqar

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	5 stars	-	2001	5yrs
2	2nd Cycle	A+	-	2007	5yrs
3	3rd Cycle	A	3.41	2013	5yrs
4	4th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC:

20/01/2001

1.8 AQAR for the year:

2014-15

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

i.   AQAR : 27/11/ 2014 (DD/MM/YYYY)
ii. AQAR_____ _____ (DD/MM/YYYY)
iii. AQAR_____ _____ (DD/MM/YYYY)
iv. AQAR_____ _____ (DD/MM/YYYY)

1.10 Institutional Status

University ☐   State ☐   Central Deemed ☐   Private ☐

Affiliated College   Yes ☐   No ☐

Constituent College   Yes ☐   No ☐

Autonomous college of UGC   Yes [√]   No ☐

Regulatory Agency approved Institution   Yes ☐   No [√]

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

Type of Institution   Co-education [√]   Men ☐   Women ☐

     Urban [√]   Rural ☐   Tribal ☐

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

     Grant-in-aid [√]   Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts [√]   Science [√]   Commerce ☐   Law ☐   PEI (Phys Edu) ☐

     TEI (Edu) ☐ Engineering ☐   Health Science ☐   Management ☐

     Others (Specify):   . UG and PG programmes

1.12 Name of the Affiliating University *(for the Colleges)*:   Gujarat University, Ahmedabad-380 009

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

Autonomy by State/Central Govt. / University   University/State

University with Potential for Excellence ☐   UGC-CPE [√]

DST Star Scheme ☐   UGC-CE ☐

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes   Any other   (*Specify*)

UGC-COP Programmes   √

2. IQAC Composition and Activities

2.1 No. of Teachers   7

2.2 No. of Administrative/Technical staff   1

2.3 No. of students   0

2.4 No. of Management representatives   1

2.5 No. of Alumni   0

2. 6 No. of any other stakeholder and
 community representatives   0

2.7 No. of Employers/ Industrialists   1

2.8 No. of other External Experts   2

2.9 Total No. of members   12

2.10 No. of IQAC meetings held   5

2.11 No. of meetings with various stakeholders: No.   4   Faculty   14

Non-Teaching Staff   1   Alumni   2   Others

2.12 Has IQAC received any funding from UGC during the year? Yes   No   √

If yes, mention the amount: 00

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | 2 | International | 0 | National | 0 | State | 1 | Institution Level | 1

(ii) Themes

Vision building under autonomy

RTI

2.14 Significant Activities and contributions made by IQAC

- ✓ Auditing and improving of Library facilities and regular follow up
- ✓ Continuation of IQAC Newsletter to share information
- ✓ Coordinated the construction of new laboratories
- ✓ Coordinating the installing 2 interactive smart boards
- ✓ Designing programmes for Environmental consciousness
- ✓ Establishing and updating a working website for SXC
- ✓ Follow up of examinations, unitised teaching plan for AY 2014-15
- ✓ Follow up of UGC XII plan
- ✓ Initiate an Environmental auditing of SXC campus and facilities
- ✓ New central laboratory facility for Bioscience was completed
- ✓ Organising group building programmes for staff, and group picnic
- ✓ Organise workshops and seminars for students and staff
- ✓ Preparation of a new Prospectus for College
- ✓ Providing computer facilities of physically disabled students
- ✓ Research sensitisation among staff and students
- ✓ Support to Culfest and Youth Festival activities
- ✓ Coordinating the strengthening of Wi-Fi on campus
- ✓ Work towards better communication facilities on campus

2.15 Plan of Action by IQAC/Outcome

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

	What we plan to do in 2014-15
Prepare for new courses	Start self-financed BSc Biotechnology & IC/ MSc Biochemistry/ and Physics/ Mathematics/ MA Journalism
	Revise Soft Skills, Foundation and Elective courses
	Revamp COP (15 Courses)
	Initiate IGNOU courses
ICT In teaching learning	Set up 3 more smart classrooms
Increase student: Computer ratio	Purchase computers using UGC developmental fund Set up new computer lab for (a) Jagrat (b) first floor of the library (c) set up 2-3 computers on corridors for students (d) 1-2 computers for students to browse with SOUL at the entrance of the library (e) Invest in setting up modern server room
More classrooms with LAN/computer/LCD	Invest in a better server Give Wi-Fi connection in all classrooms Install LCD in more classrooms
Internet and WI-Fi	Create more connectivity
Updating computers	Install same version of MS office in all standalone computers
Data Management	Student data on website (Attendance/ marks + other info on fees, exams, Teaching schedule etc.)
Stakeholders in Academic Growth Involve stakeholders in the development of SXC/ their say in curriculum	Parents: Mark sheet given on a particular day along with parents Exam papers: Show Industry: Internship/ Incubation activities Other Institutes of Higher Education (PRL/ISRO/IPR) Have regular meetings with Parents stakeholders

Placement systematize	Invite more companies to campus to interact with students and faculty Offer training and workshops
Health Care	GU's medical test Thalassemia test Organise talks on health related issues to students (PEM, Anaemia etc.)
Sports	Repair of washroom for sports students
	Initiate SPORTFEST (inter departmental)
Improving attendance of students	Regular attendance and data entry by individuals Give data access to each HoD for follow up
Alumni	Create departmental Alumni.
	Create portal in the website for Alumni
Monitor & Promote Research Projects	Progress presentation by Investigator before the Research Council
	Establish Research Council
	Submit more MRPs
Increasing the use of library	Institute award for student who use the library facility to the maximum Separate award for Girl, Boys for Arts/ Science Award for faculty for using the library
	Increase log in to N-List Offer training on the use of N-List
Link SOUL to all computers & N-List/ Shodhganga/ Shodhgangotri to website	
Discarded books be housed in a new location	
Administration	Procure ERP
Training of administration staff	In Tally/ MS-Access/ Etiquette/ Public relation/ Work efficiency

Yearly planning and completion of pending work	UGC XI, Additional grant etc
Visit of Scholars/ Scientists/ Artists/ writers	Initiate activity cell in college
Organise classes for	Slow learners/ Remedial/Mentoring GPSC/ NET
Environment	Revamp Tarumitra Plant more trees Repair solar system Eco Auditing Better Waste management Ecological Niche revive Water harvesting and Tube well recharging
Diamond Jubilee	Celebrate Diamond Jubilee
	Setting up of 4 laboratories and centralised laboratory facility
	Developing an e-learning centre Visual Library NPTEL Facility
	Academic and Administrative Auditing

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes √   No ☐

Management √   Syndicate ☐   Any other body √

Provide the details of the action taken

The management and departments made modifications and corrections in the factual data. Based on the inputs given, corrective measures were implemented.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	2	0	0	0
UG	13	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	3
Others	0	0	0	0
Total	15	0	0	3

Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

Pattern	Number of programmes
Semester	15 programmes
Trimester	0
Annual	0

1.3 Feedback from stakeholders* Alumni [√]   Parents [√]   Employers [√]

Students [√]

(On all aspects)

Mode of feedback: Online [√]   Manual [√]   Co-operating schools (for PEI) [ ]

***Please provide an analysis of the feedback in the Annexure**

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

Under the autonomous system which was implemented from June 19, 2014, all departments have redesigned syllabus. It includes, Economics, English, Guajarati, Hindi, Psychology, Sanskrit, Biochemistry, Botany, Zoology, Chemistry, Mathematics, Electronics, Physics, Statistics, Voc. Industrial Chemistry and Voc. Biotechnology at the UG level, and at the PG level for English and Chemistry.

Departments also designed syllabus for BSc Biotechnology and MSc Biochemistry with a view to initiate these programmes.
While designing the syllabus, the following aspects were kept in mind:
- **New methodology wish to adopt**
  - Project/research/experienced based module
  - Computer based module
  - Extension/ inter disciplinary/ internship

- **Avoiding methodology wish to change**
  - Lecture
  - Assignment
  - Chalk and board
- **More skill, career and knowledge oriented**
  - TCS model
  - Develop critical thinking
  - Relevant to industry/ stakeholders
- **Knowledge that is relevant and modern**
  - New topics
- **Incorporate global vision/ global citizenship**
- **Incorporate values, personal growth in the course**

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

The Department of Biology was bifurcated to Dept. of Botany and Dept. of Zoology. These are currently two separate programmes in Gujarat University. An in-charge Head was appointed for the Dept. of Botany.

A new research laboratory, Xavier Lab for Research and Development (XLRD) was set up to promote research in Biosciences.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
64	2	43	0	19

2.2 No. of permanent faculty with Ph.D.: 42

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	0	0	0	0	0	0	0	0	0

2.4 No. of Guest 0 Visiting faculty 9 and Temporary faculty 4

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	4	11
Presented	4	4	8
Resource Persons	0	0	27

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

St Xavier's College has adopted the following to improve the teaching learning process: Industry-institute tie up and internship programme is initiated by Physics (with IPR) and Chemistry (with ACTI)

- Collaborative research initiated by Dr Sanjeev Gupta: Theoretical and Computational Section, Department of Physics, University J. J. Strossmayer, Croatia, Mascara University Algeria, Department of Applied Physics, SVNIT, Surat, ICTP, Strada Costiera, 11, Trieste, Italy, Department of Physics, Michigan Technological University, Houghton, MI 49931, Institute of physics, Bhubaneswar, Orissa

- Continuous Internal Assessment (CIA) introduced as part of the autonomous status in the institute
- Seminars, Quiz, Viva, Class tests, assignments, remedial classes etc. are arranged by several departments
- Student feedback collected at least once an year from all classes
- Industry visit, field trips organised by Zoology, Botany, Economics departments
- Soft skills, foundation and electives courses were offered for inter departmental integration
- Remedial classes organised by Physics-Electronics, Chemistry, Botany, Biochemistry, Statistics, Sanskrit, Gujarati, Psychology and Economics departments
- Training in Scientific Journalism, critical thinking and analytical skills was offered by the Department of Biochemistry
- Programme to inculcate reading habit among students were offered by the Department of Biochemistry (Learn on Your Own programme)
- Use of smart boards, LCD in teaching learning was promoted and basic training was offered to faculty. The department of Physics-Electronics received two boards. LCD projectors were introduced in 5 classrooms.
- Career oriented programmes (Careers in Biology) were organised by the department of Botany
- Popular lectures and seminars were conducted by several Departments (Mathematics, Sanskrit, Gujarati, Biochemistry, Physics, English, Economics, Gujarati and Chemistry)
- Academic competitions were conducted by the Department of Chemistry and Department of Economics (EcoFest)
- Advanced programmes to support existing course was conducted by the Department of Physics-Electronics. This programme helps going beyond the boundary of regular curriculum.
- College offered three Career Oriented Programmes namely Counselling, Communicative English and Foreign Trade Management.
- Seminars were organised by IQAC of SXCA, Economics and Physics departments.
- Mathematics department has added value to itself by introducing Fr. Valles lecture series.

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

223 days

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

College introduced the following examination and evaluation reforms after securing autonomous status:
- Multiple choice based exams were implemented for Biochemistry, Economics, and Voc. Biotechnology subjects.
- Class tests, quiz, viva-voce, seminar, comprehension (listening and reading), problem solving, group discussion, field visit, essay writing, library record, open book exam, case study, were conducted by various departments as innovation
- Double evaluation for core papers (internal and external) was implemented
- Question papers are also set by two examiners and The Controller of Examination in consultation with Principal selects one of the papers.
- Grading of students performance using CGPA was implemented
- Access to answer sheets to as a photocopy was implemented

- Showing the assessed answer sheets to students in all examinations were made as an institutional practice
- College has also evolved a policy for soft skills, foundation and elective courses. 5% marks assigned for attendance or an assigned work, 25% for a mid semester examination and 70% for the final examination

  For Computer elective (F.Y.B.Sc.) consider 15 marks from CIA-1, 10 marks for practical attendance & for the practical work done, totalling to 25). The remaining 5 marks will be allotted to attendance / assignment. The final examination will be conducted out of 70 marks. (50% of that i.e. 35 marks and 35 marks of the practicals, totalling to 70)
- With regard to evaluation of practicals, only one examination is conducted.
- Photocopy machine is newly introduced in the library so that students can take advantage of this facility.

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

> 64

2.10 Average percentage of attendance of students   77.5 %

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I	II	III	Pass
BA SEM-1	247	20	87	77	0	16
BA SEM-2	234	16	84	68	0	23
BA SEM-3	240	22	86	93	0	18
BA SEM-4	245	32	79	99	0	14
BA SEM-5	219	41	83	71	0	7
BA SEM-6	210	27	101	47	0	0
BSc SEM-1	450	63	119	142	0	31
BSc SEM-2	426	56	128	123	0	24
BSc SEM-3	334	62	113	87	0	8
BSc SEM-4	327	54	112	94	0	17
BSc SEM-5	317	47	102	114	0	8
BSc SEM-6	306	51	112	75	0	0
MA SEM-1	-	-	-	-	-	-
MA SEM-2	-	-	-	-	-	-
MA SEM-3	23	-	-	-	-	22
MA SEM-4	23	-	8	12	-	1
MSc SEM-1	-	-	-	-	-	-

MSc SEM-2	-	-	-	-	-	-
MSc SEM-3	20	-	-	-	-	19
MSc SEM-4	20	2	5	9	-	-

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

- ✓ IQAC prepared the overall guidelines for syllabus format and offered training to all faculty
- ✓ Ensured that Academic time table is given to all departments and it reaches all students
- ✓ Display of student attendance and encouraged each department for follow up with students.
- ✓ Ensure UTP is displayed on the notice board of each department and syllabus is completed meaningfully in time by all departments
- ✓ Followed up all grievances arising from evaluation of scripts
- ✓ Primarily IQAC establishes system and assist in its smooth functioning.

  IQAC developed SOPs for various activities (Culfest, Youth fest, Examination supervision, etc.)
- ✓ Preparation of academic calendar and ensure that the calendar is implemented
- ✓ Follow up of Soft Skills, Foundation Courses, and Electives courses for all semesters. Ensure that they are conducted regularly.
- ✓ Conduct random evaluation of faculty (student feedback) as well as collect online/ offline feedback of faculty and various courses
- ✓ Analyse the evaluation and forward to individual faculty for follow up
- ✓ Organised various evaluations as per need (student satisfaction index, employer feedback, etc.)
- ✓ Emphasised on showing papers of CIA-1 and CIA-2 after the assessment
- ✓ Emphasis on showing assignment, class test papers and display marks on the Notice Board
- ✓ Encourage department and set up system to organise mentoring and remedial classes to minimise failures
- ✓ Completion of syllabus is ensured. A mid semester evaluation of department is conducted with staff

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	0
UGC – Faculty Improvement Programme	0
HRD programmes	53
Orientation programmes	14
Faculty exchange programme	0
Staff training conducted by the university	0

Staff training conducted by other institutions	3
Summer / Winter schools, Workshops, etc.	0
Others	0

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	19	0	0	0
Technical Staff	11	1	0	1

Criterion – III

3. Research, Consultancy and Extension

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

- Faculty were encouraged, sensitised and mentored to apply for minor research projects to various funding agencies through training and meetings conducted by KCG as well as SXCA
- Three Staff members have under taken training in MRP writing skills organised by KCG, Gujarat. In turn, these staff members offered training to many faculty from Arts and Science to write MRP
- Many departments were encouraged to apply for seminar funding and FIST funding
- Totally 14 Minor Research Proposals, 1 Major Research Proposal and 10 seminar proposals were submitted to various funding agencies. Out of 14 proposals, 4 were sanctioned and 5 seminars approved
- Scrutinising committee was formed in order to internally evaluate the MRP proposal before it was submitted to WRO, Pune.
- .3 FIST applications were also submitted (Physics, Chemistry and Biochemistry)
- Undergraduate and Post graduate student research was encouraged. 45 students took part in carrying out a yearlong research under a mentor. Based on the merit of the work, they were awarded merit certificate and medal.
- Faculty were encouraged to carry out research by setting up a new laboratory for Biosciences
- Special provisions were made for faculty to complete PhD on campus
- Staff research seminar was conducted where faculty presented research papers and papers were published in the proceedings
- Two MoU were signed (with ACTI and IPR) for promotion of student exchange and research
- Another MoU with SPU, UNEP-GEP-MOEF-ABS Project, Gujarat Biodiversity Board, Gandhinagar for preparation of two PBRs of Zod and Hadgud villages, Anand was signed

- 21 fellowships worth 2,55,000 were also established as incentives to UG and PG research students
- Best researcher award was constituted for teachers. Procedure for selecting the best researcher was also established with the help of micro IQAC
- A student who use the library to the maximum was also established both for Arts and Science students

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	1	0	0
Outlay in Rs. Lakhs	0	80.5 lakhs	0	0

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	5	3	9
Outlay in Rs. Lakhs	0	475000.00	435000.00	

3.4   Details on research publications

	International	National	Others
Peer Review Journals	38	9	0
Non-Peer Review Journals	0	4	0
e-Journals	1	0	0
Conference proceedings	0	0	0

3.5 Details on Impact factor of publications:

Range NA   Average NA h-index NA   Nos. in SCOPUS NA

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2012-15	GSBTM	19.86	13.56
Minor Projects	2013-15	UGC	4.75	03.25
Interdisciplinary Projects	0	0	0	0
Industry sponsored	0	0	0	0

Projects sponsored by the University/ College	2013-14	No Funding	0	0
Students research projects *(other than compulsory by the University)*	2013-14	Management	1.43	01.43
Any other(Specify)	2013-15	ALBOAN	80.5	80.50
Total			106.54	98.74

3.7 No. of books published i) With ISBN No. ☐ 1   Chapters in Edited Books ☐ 0

ii) Without ISBN No. ☐ 0

3.8 No. of University Departments receiving funds from

UGC-SAP ☐ 0   CAS ☐ 0   DST-FIST ☐ 0

DPE ☐ 0   DBT Scheme/funds ☐ 0

3.9 For colleges Autonomy ☐   CPE ☐   DBT Star Scheme ☐

INSPIRE ☐   CE ☐   Any Other (specify) ☐

3.10 Revenue generated through consultancy ☐ Rs. 2,40,700.00

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	0	6	4	15
Sponsoring agencies	-	-	Management	Management	Management

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

☐ 25   ☐ 0   ☐ 16

3.13 No. of collaborations: ☐ 9   International ☐ 6   National ☐ 3   Any other

3.14 No. of linkages created during this year: 7

3.15 Total budget for research for current year in lakhs: 106.54 lakhs

From funding agency: 106.54 lakhs

From Management of University/College: 0

Total: 106.54 lakhs

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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

Total	International	National	State	University	Dist	College
31	0	1	2	2	0	26

3.18 No. of faculty from the Institution who are Ph. D. Guides: 15

and students registered under them: 4

3.19 No. of Ph.D. awarded by faculty from the Institution: 2

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

JRF 0   SRF 0   Project Fellows 0   Any other 0

3.21 No. of students Participated in NSS events: 100

University level 100   State level 0

National level 0   International level 0

3.22 No. of students participated in NCC events: 24

University level 0   State level 24

National level 4   International level 0

3.23 No. of Awards won in NSS: 0

University level [0]   State level [0]

National level [0]   International level [0]

3.24 No. of Awards won in NCC: 0

University level [0]   State level [1]

National level [0]   International level [0]

3.25 No. of Extension activities organized: 02

University forum [0]   College forum [3]

NCC [0]   NSS [0]   Any other [0]

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

- Aadi Aushadhi, the College extension programme in South Gujarat where people are trained to cultivate, process and market medicinal plants used as common remedy is one of the extension programmes of the college.

- College has Xplant and XOIC as extension and entrepreneurial programmes for students. Students of Vocational Biotechnology and Voc Industrial Chemistry benefit from these programmes

- NSS organised blood donation camps, cleanliness drive, rendered service in hospitals and visited slums and interacted with people. NSS also organised competitions on Independence Day that foster values and integration

- The College Women Development Cell (CWDC) organised capacity building programmes where 114 of our students benefitted.
- NCC organised Independence Day and Republic Day celebrations.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	26 acres	0	0	26 acres
Class rooms	31	0	Management	31
Laboratories	19	0	Management	19
Seminar Halls	6	0	Management	6
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	8	5	UGC	13
Value of the equipment purchased during the year (Rs. in Lakhs)	-	12.5Lakhs	UGC	
Others	-		UGC	

4.2 Computerization of administration and library

> Library is automated with SOUL.2.0, N-List is available in the library and can be accessed through the College website
> Library is subscribing to ADINET for sharing library resources
>
> Photocopy machine was installed in the library to assist students
>
> Administration is slowly moving towards fully automation by procuring an ERP

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	27694	548059	624	269815	28318	817874
Reference Books	48664	2727760	0	0	48664	2727760
e-Books	-	-	-	-	-	-
Journals	27	29900	0	0	27	0
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	49	-	-	-	49	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	209	4	ALL	3	1	1	12	-

Added	1	00	1	0	0	0	0	-
Total	210	04	ALL	3	1	1	12	-

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

- College reworked on its website, especially of Examination and IQAC
- Computer competency training offered to faculty. Over 13 staff benefitted
- New software was developed for attendance entry and follow up of students
- New software was developed for handling admission process
- Online admission process initiated with payment gateway for BA, BSc, BCA, MA, MSc. Applicants were informed about counselling slot through *sms* and *email* in order to avoid rush
- All fee payment through payment gateway for all classes
- Server room was shifted to new premises and college purchased two new servers and licensed softwares. Optical fibre cabling was layered. Part of the LAN cabling was also replaced in college building, and new Wi-Fi access points were created for better connectivity.
- New LAN connections were provided to NSS, Economics, IQAC, and Physics-Electronics.
- New computer was purchased for IQAC office with a printer

4.6 Amount spent on maintenance in lakhs : 2668866.00

i) ICT 79000.00

ii) Campus Infrastructure and facilities 1200000.00

iii) Equipments 1250000.00

iv) Others (security) 792610.00

Total : 4740476.00

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- College prospectus with all detailed information on rules and regulation to be followed are given to all students and also uploaded on the website.
- Inauguration and orientation programmes, are used for passing information.
- Scholarships are made available to students from economically and socially backward
- PGOP is offered to all students to cope up with personal issues
- Two qualified counsellors offer counselling during college hours
- NET (Chemistry) and UPSC classes were conducted
- Remedial classes were offered to academically weaker students
- The department of Physics organised special coaching in the form of advanced BSc course in Physics
- Special training offered to students in cultural activities prior to Gujarat University Youth festival
- Special coaching given to students prior to Gujarat University sports meet
- There are 100 registered members in NSS. NSS organized a cleanliness drive, Thalassemia test for all girl students of semester 1. NSS also organised a blood donation camp, survey on Necessity of Clean Environment, Poster-making and Essay Writing competitions on cleanliness with the themes of 'Clean India, Green India' and 'Clean India, Healthy India'.

Career cell

- Created a platform for various career cell activities and campus interviews.

Sports

- St Xavier's College took part in 24 games which were conducted by Ahmadabad zone local sports committee, Gujarat University.

Cultural:

- IQAC has participated in preparing students for Youth Festival of Gujarat University and cultural festival of the college

Library:

- IQAC has contributed towards bringing in better academic environment in library by installing a notice board, photocopy facility and often participating in the library committee meetings.

SC and ST Cell (Jagrat)

- Jagrat is a forum for the development of SC-ST students. The cell organised various programmes towards capacity building and over 143 students benefitted.
- Pravin Vasava and Dharmesh Chaudhri represented SXC at the National Workshop.
- Sanjay Pawar and Nitin Vasava (from M Sc) organised the inauguration on June 28 which was attended by 174 Jagrat students, Professors, Fathers, Sisters, Professors and ex-students. The Chief Guests for the occasion were Mr. Shivaji Vasava and Mr. Vikash Parmar, both students who had just passed out of Jagrat and Xavier's and who were currently working with TCS.
- The first year students had a separate orientation programme on July 5, where 62 students participated. The resource persons included Dr. Ishwar and Prof. Saurabh.
- 43 Second year students participated in a Workshop on 'Goal Setting & Action Planning' held on July 19, 2014 at the Siddarth Assembly Hall. The resource persons were Dr Puran Singh, Dr Dilip Vasava and Fr Lancy.
- 120 students from FY and SY attended a special Workshop conducted by Dr. Dilip Vasava and Prof. Vijay on 'Study Techniques'. The aim of this workshop was to improve academic performance in the upcoming Semester exams.
- 43 SY students participated in a Workshop on 'Goal Setting & Action Planning' held on July 19, 2014 at the Siddarth Assembly Hall. The resource persons were Dr Puran Singh, Dr Dilip Vasava and Fr Lancy.
- A CAREER ORIENTATION PROGRAMME was held for Third year students on September 7, 2014 in which 40 students participated. The resource persons were Dr. Ishwar Mehra and Prof Vijay. Plays were preformed on various social themes like Education, Government schemes, Water management, etc.
- A Workshop on 'Strategic Academic Planning' was held on February 21, 2015 at Siddharth Hall, SXC. 27 SY students were present for the workshop. The resource persons were Dr Puran, Dr Dilip Vasava, Prof Saurabh and Fr Lancy. Students had to make a plan for their immediate future after assessing their strengths and weaknesses.
- 57 FY students attended a 1-day Workshop on 'Study Skills' held on February 22, 2015. The resource persons were Dr Ishwar, Prof. Vijay, Fr Lancy and Shivaji Vasava. The students came up with subject wise plans to enhance their academic performance in the exams.

- 12 Adivasi students belonging to JAGRAT represented SXC and performed a traditional Tribal dance during the evening program held as part of Culfest 2015.
- Jagrat students continued to make a major contribution in SPORTS, especially in athletics, volleyball, kho kho, football, cricket and basketball. Vijay Rathwa of TYBSc was the outstanding player of the year in Football. Vijay Rathwa and Royal Damor (FYBSc) played for the College in various Football tournaments. Ajit Vasava (SYBA), Ignas Kokni (SYBA), Ashish Gamit (TYBA), Avinash Chaudhari (TYBA), Mehul Vasava (SYBSc), Ishwar Bangal (SYBSc), Kirtan Kharadi (SYBSc), Ajay Vadhera (FYBA) and Chandrahas Vasava (TYBSc) stood second in Cross country. 35 students were actively involved in the different sports events at the University level. Xavier's sent up a Kho team for only the second time which reached the semi-final. The entire team was comprised of Jagrat students: Avinash Chaudhri (TYBA), Ashish Gamit (TYBA), Mehul Vasava (SYBSc), Prakash Vasava (SYBA), Ajit Vasava (SYBA), Bhavesh Samera (TYBA), Ignas Kokni (TYBA), Ashish Vasava (TYBA), Ishwar Bangal (SYBSc), Jagdish Patel (FYBA). Dhaval Pandor (TYBSc) represented the College in hockey. Ramesh Vasava (FYBA) and Avinash Chaudhri (TYBA) represented the College in Volleyball. Sagar Vasava (FYBSc) represented Xavier's in Basketball.
- A team of Jagrat students has been actively involved in the production of the tribal magazine 'ADILOK'. Dr. Dilip Vasva along with Yogesh Vasava and Royal Vasava have been actively involved.
- Jagrat students have actively helped 'AADI AUSHDADHI' group from Dediapada. Pravin Vasava and Avinash Chaudhri helped Aadi Aushadhi earn Rs Seventy thousand at the 3-day 'Sattvik Food Festival' held at the Indian Institute of Management in December 2014. Three students helped AA with the stall at the Arogya Mela at St. Xavier's Social Service Society in January 2015. Pradeep Vasava (SYBSc) and Vaibhav Gain (SYBSc) continue to help Aadi Aushadhi in the Ahmedabad office.
- Rural Extension: Ishwar Bangal (SYBA), Kala Chaudri (TYBA) and Ashish Gamit (TYBA) spent ten days conducting a Workshop for students of std 9 at Shantiniketan School, Zankhvav in May 2014.

- Jagrat students represented SXC at several State and National level Workshops. Pravin Vasava and Dharmesh Chaudhri (TYBA) represented SXC at the National Workshop on ' Right to Information Act' and the AGSDM Convention held at Ashadeep, Vidyanagar from December 5 to 8, 2014. Pravin Vasava and Dharmesh Chaudhri (TYBA) also participated in the Personality Development/ Social Awareness Camp held at Vijaynagar from May 19 to 24, 2014. Ishwar Bangal (SYBSc), Sameer Chaudhri (SYBCA), Sanjay Pawar (MSc), Ashish Gamit (TYBA), Sandhya Gamit (SYBA), Yoseph Gamit (TYBA) participated as Volunteers in the National Adivasi Festival JEMAI held at Adivasi Pragati Kendra, Vyara from October 28 to 31, 2014.
- TY students belonging to JAGRAT participated in an 'AFFIRMATIVE ACTION PROGRAM' organized by the Tata Consultancy Services [TCS] at St Xavier's College. The resource person, Mr Karan came from Mumbai to train the students. The students were mainly From TY BA/BSC .They were equipped with skills to make them more 'employable'. These including preparation for interviews, training for aptitude tests, general knowledge, logic, etc. Mr Ashish Gamit was selected for TCS.

Research

- In the current year, 64 students were selected for a one year research through a rigorous process from 12 departments. Out of which 45 students have completed research.

5.2 Efforts made by the institution for tracking the progression

- Remedial classes were conducted based on the mid semester examination result.
- Regular feedback of faculty is conducted, analysed and given to each faculty for follow up.
- Student attendance is displayed on notice board and on website for follow up. Each department is periodically given the list of students who's attendance is below 50%. Each HoDs is expected to follow up with parents of these students to ensure that students attend classes regularly.
- Biometric system was introduced in the college office for the administrative staff.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1963	108	0	0

(b) No. of students outside the state

32

(c) No. of international students
$$\boxed{6}$$

Men

No	%
717	34.62

Women

No	%
1354	65.37

Demand ratio 1:18 Dropout % = 18 %

	Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
75.37	4.61	7.28	10.87	1.84	1949	1517	109	189	228	28	2071
						73.25	5.26	9.1	11	1.35	

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

NET and UPSC classes were conducted for limited period in Chemistry

The Department of Physics organised special coaching in the form of advanced BSc course in physics

No. of students beneficiaries
$$\boxed{120}$$

5.5 No. of students qualified in these examinations

NET SET/SLET: Nil   Nil   GATE   Nil   CAT   Nil

IAS/IPS etc   Nil   State PSC   Nil   UPSC   Nil   Others: Nil

No. of students benefitted: 30 students

5.6 Details of student counselling and career guidance

- College has two fulltime counsellors to assist students and staff. Many students and staff make use of this facility.
- Under the awareness programmes 125 students benefitted. 68hrs capacity building programme were organised by TCS and Oakbrook University where 120 students took advantage.
- College also has a Career Cell which coordinates campus interviews for Graduate and Post Graduate students. Placement drive was carried out by Wipro, Gandhi Fellowship, Star TV, Teach India, Lowe and Lintas (world's second largest advertisement agency) where 569 students attended and 43 students got placement offer.

5.7 Details of campus placement

On campus			*Off Campus*
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
10	569	43	Not available

Following activity where conducted for giving awareness about possibility of various career options:

1. France Embassy supported 2hr session in September 2014. During this session an insightful exposure was given about doing PG studies in France (21 institutes across France) (50 students attended)
2. Endeavour coaching centre conducted two sessions, one for BA and one for BSc about various career options after their graduation (40 BSc, 20 BA students attended).
3. Institute of Management Technology Nagpur gave a session on careers after MBA. (15 students attended)

Following activity where conducted for capacity building

1. 50 hr Training for Retail Analytics by TCS where about 30 students of Economics, Mathematics and Statistics.
2. Three days Entrepreneurship Awareness programme in collaboration with Oakbrook University where more than 90 students participated.

Following activity where conducted for placement

1. Teach for India held two sessions for awareness of their programme (about 50 attended). One student short listed for final interview.
2. Gandhi Fellowship: 30 attended the seminar. Two applied one selected.
3. Wipro Technology (WASE/WiSTA) Earn while you learn programme. 100 student (BSc+BCA) attended the programme, 83 applied, 39 got selected. Lowe and Lintas (world second largest advertising agency) organised a programme where 44 attended the seminar, 39 applied, one got short-listed for final interview.
4. Star TV visited the campus. 110 attended the presentation. 60 appeared for test.

   More than 15 organizations were provided with students database for various recruitment.

5.8 Details of gender sensitization programmes

The Collegiate Women Cell Department of St. Xavier's College, organised a seminar on September 26, 2015. This seminar was conducted to divert the thought process of children who tend to indulge themselves in violence which is improper for their age. The video games and the violent cartoons play havoc on their mind. Dr. Priti Shah, a homeopathic doctor was invited to talk about it and bring to light many facts about this issue.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events :   178

　　　College sports: 1200

State/ University level   178   National level   International level   0

No. of students participated in cultural events: 37 (participants), 150 (Rally), 955 (culfest)

State/ University level [37]   National level [0]   International level [0]

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

Sports : State/ University level [48]   National level [23]   International level [0]

Cultural: State/ University level [26]   National level [1]   International level [0]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	00	00
Financial support from government	315	1870156
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives

Fairs: State/ University level [1]   National level [0]   International level [0]

Exhibition: State/ University level [1]   National level [0]   International level [0]

5.12 No. of social initiatives undertaken by the students [3]

5.13 Major grievances of students (if any) redressed:

- One of the grievances was about the teaching methodology of a teacher. This was addressed another grievance was on establishing more drinking water facility. This was also addressed by creating two more access to drinking water.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: To aspire for a world that will become a globalised community, and to use the vehicle of higher education to mould men and women for others who will realise the dream of equality, liberty and fraternity that will ultimately lead to an earth that is ecologically sustainable.

Mission: our mission is to provide access to excellence in academics, research and service learning to all strata of society with special attention to marginalised groups, discriminated people, and victims of social and economic disparity.

6.2 Does the Institution has a Management Information System

YES

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

6.3.1 Curriculum Development

College organised workshops for Learning Objective Based Curriculum Designing (LOBCD). Based on this, departments were instructed under the autonomous system to design syllabus based on

- New methodology wish to adopt
- Avoiding methodology wish to change
- More skill, career and knowledge oriented, relevant to industry, developing critical thinking
- Knowledge that is relevant and modern
- Incorporate global vision/ global citizenship
- Incorporate values, personal growth in the course
- Under autonomous status, all departments revised syllabus.

All the departments designed the syllabus, discussed in the respective BoS, forwarded to Academic Council and approved by the Governing Body of the college

6.3.2 Teaching and Learning

- Interactive white boards were installed in 2 classrooms. This makes it to total of 4 in the institute and 1 more is being installed.
- The department of Biochemistry, have adopted a 'Learn on Your Own' Module in Semester II, wherein students were given subject reading material, and their understanding of the subject was evaluated by a questionnaire on the subject. This has been introduced as an assignment in order to inculcate reading habits among students. In Semester IV and VI, students were given training in writing review on research articles related to topics in the syllabus.
- An exhibition on Public Health was organised by students of Public Health as elective
- Student research and staff research was promoted with offering various facilities
- An inter college quiz competition was conducted by the Department of Chemistry
- The department of Zoology organised 4 study tours
- The final year students of Physics undertook project work and displayed their achievements during the 'Inspire Science Camp'.
- The Department of Botany organised a field trip with Botanical experts to Mt Abu and a career guidance programme
- Most departments arranged guest lectures by inviting subject experts
- The Department of Gujarati organised visits to Gujarati Sahitya Parishad, Gandhi Ashram and Gujarat Vidhyapith accompanied by the faculty.
- The Department of Economics conducted a one-day EcoFest involving a number of colleges in Ahmedabad.
- The Department of Physics organized Adv. B.Sc. course in Physics for outstanding students selected from all over Gujarat in collaboration with PRL, IPR, CSC and Gujarat Science Academy
- An yearlong Under Graduate and Post Graduate Research was implemented and offered to students

6.3.3 Examination and Evaluation

- New Examination committed came in to existence under the autonomous system
- Coding of each subject was carried out to avoid ambiguity, and to differentiate each subject
- In order to make the course more dynamic, terms such as allied required, allied optional were introduced
- The 30:70 system of evaluation was reworked for theory, practicals, softskills, foundation courses, electives, Voc IC, Voc BT, and computers (elective)
- Eligibility criteria for taking an exam was finalised
- Question paper pattern was finalised under the autonomous system
- Various BoS, Academic Council were constituted and meetings were convened
- Internal and external examiners for each subject were discussed
- Guidelines on gracing, evaluation procedure were finalised
- Remuneration for evaluation were finalised
- Formalities of constituting passing board was finalised
- Rules regarding arrears were finalised
- Examination fee was revised
- Rules regarding enrolment, examination form, conducting examination finalised
- One CIA is made compulsory to pass in internal
- Batch size reduced in examination to 30 students/ block for better monitoring
- Compulsorily all answer sheets were shown to students and marks were displayed on the notice boards
- Attendance were displayed on notice boards
- Assignment marks were displayed on the notice board
- Internal marks displayed on notice board for any correction
- Batch size reduced in examination to 30 students/ block for better monitoring
- Compulsorily all answer sheets were shown to students and marks were displayed on the notice boards
- Attendance were displayed on notice boards
- Assignment marks were displayed on the notice board
- Internal marks displayed on notice board for any correction
- The College has printed new examination related stationary which makes assessment and totalling of marks easier.

6.3.4 Research and Development

Regular Research meetings and separately for Arts and Science faculty were conducted
Encouraged faculty to apply for MRP, seminars etc. to UGC and other funding sources
Attending seminars and conferences was promoted
Staff research seminar was organised
UG and PG research was promoted
Research fellowships were established
Best researcher and students who use the library to the maximum award declared
Faculty encouraged to go for Refresher programmes
Students were encouraged to go for academic programmes abroad

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library facilities were upgraded at a cost of Rs. 6 lakhs.
A total of 624 books were added in various subject at a cost of Rs. 2,69,815.
College also renewed the membership in ADINET
Additional equipments accounting for 12.5 lakhs were added to the labs. High ended equipment such as UV – Visible Spectrophotometer, Microscopes, gel documenting systems were procured.
Installation of CCTV has helped to improve safety and minimise theft on campus.
The Physics and Electronics Laboratory of first, second and third years have been upgraded. Zoology Lab, Psychology Lab, Economics Department, Career cell, CoE office, Library, and store rooms were upgraded.
A new fax machine and Biometric system has been introduced in the office
The Department of Gujarati modified LR 5 by installing 22 portraits of Gujarati and Hindi literary figures.
Computers were installed in the Department of Economics, Physics, Chemistry, English, College office, Biochemistry, Physically challenged students, NSS and IQAC.
Drinking water facility has been upgraded by installing two separate RO system with cooling facility on second floor.
The water cooler on the ground floor was also replaced.
A central laboratory for Bioscience was set up and named as Xavier Lab for Research and Development (XLRD).
A new laboratory at a cost of 30 Lakhs is being constructed on the top floor of the building to accommodate new courses to be introduced.
Renovated the counselling room, introduced ICT enabled 5 interactive smart boards, made our website a more dynamic one and modified the washrooms for sports persons.
Rs. 26,68,866 were spent on campus maintenance.
Rs.7,92,610 were spent only on ensuring security on our campus.

> **Other services**
>
> Over 2400 ID cards for staff and students are prepared and issued
>
> More Wi- Fi is installed in the college premises
>
> TY Farewell was organised

6.3.6 Human Resource Management

> **Staff members attended refresher course**
> - Dr Udayan Prajapati has been recognised as M. Phil guide.
>
> - Prof. Jagruti Parmar has submitted her PhD thesis.
> - Prof Francis Christy and Prof Bijal Shah have submitted their Ph D Synopsis.
>
> - Prof. B.B. Bhaduria, Prof. Saurabh Vaishnav and Prof. Kirtan Parmar have registered themselves for Ph.D.
>
> - Two students of Dr Mallika Sanyal have been awarded PhD from Kadi University.

6.3.7 Faculty and Staff recruitment

> In order to fill the vacant position in various departments, College has appointed ad hoc staff. These staff were selected through a rigorous process where interviews were conducted.

6.3.8 Industry Interaction / Collaboration

> Three MoU were signed: with PRL. ACTI and Gujarat Biodiversity Board

6.3.9 Admission of Students

> Over 4265 (MA 54, MSc 187, BSC SF 472, BA 737, BSC 2509, BCA 306) students applied for 540 seats in the College. Admission was given as per the following guidelines. 50% of the seats were reserved for Minority. The remaining 50% were in open category. Each applicant was counselled and grade was given as per the following norms: 50% to HSC marks, Motivation for the subject, 20%, social concern 20% and general impression 10%. Those who scored above 75% were given A grade, 70-74, B+ grade, 60-69, B grade and 50-59, C grade.
>
> The entire process was explained to staff members prior to the admission process. Each faculty was also provided with a set of questions to help them in the counselling process

6.4 Welfare schemes for

Teaching	Credit Society
Non teaching	Credit Society
Students	NSS
Economically weak students	Library books, scholarships
Socially weak students	Jagrat
Physically weak students	Utkarsh

6.5 Total corpus fund generated   00

6.6 Whether annual financial audit has been done: Yes   √   No

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

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

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

For UG Programmes   Yes   No   √

For PG Programmes   Yes   No   √

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

Regarding assessment

Semester-2 answer sheets will be first internally evaluated, then externally.

Putting tick sign should be done by the examiners inside the paper.

Marks sheet will be prepared in a separate sheet given for that purpose and submit to the Controller of Examinations.

The assessed answer sheets should be submitted to the Controller of Examinations.

CoE will distribute the script to the external examiner and collect the mark sheet.

ATKT examination for Semester 1 (internal) will be conducted from March 30 and External will be conducted from May 2, 2015.

A student must take at least one CIA examination to pass internally.

Guidelines for the CIA-1:

The department of Physics-Electronics, Biochemistry and Voc. BT will opt for MCQ (offline) module for all papers of semester 2,4, and 6. Every effort will be made to ensure randomization of question to prevent copying.

Other departments (Mathematics, Statistics, Chemistry, Industrial Chemistry, Botany and Zoology) will follow 3 question patterns with 20, 20 and 10 marks.

It was also decided that question pattern will be as follows: a or a and b or b rather than a, b or a,b.

New coding system implemented for each subject under teh autonomous system

New marking system established (Out of the 30% assigned for internal marks, 5% is allotted for regularity in the class (>75%). The remaining 25% is to be earned through a minimum of 4 different components. They are 5% for a mid-semester, 10% for an end semester, 5% for assignment, 5% for class test, quiz, viva-voce, seminar, comprehension (listening and reading), problem solving, group discussion, field visit, essay writing, library record, open book exam, case study, online test etc. A teacher is free to introduce any creative methods to assess a student.)

Question pattern for each examination was finalized and format given to examiners

Two set of question paper for external examination implemented

Rules for practical examinations established

Rules for soft skill, foundation, and elective established

Rules regarding Arrears in CIA and Semester end examination

Rules for hall ticket implemented

Rules regarding remuneration established

Passing board is established

New set of answer sheets with security features established

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

> University has granted autonomy to St Xavier's College in June 2014.

6.11 Activities and support from the Alumni Association

> - Alumni conducted Vfest for talent search
> - In order to strengthen alumni, departmental alumni were initiated in January, 2015. Apart from get together at the department, certain departments also conducted cultural programmes

6.12 Activities and support from the Parent – Teacher Association

> There is no established Parent –Teacher association in the College. College has made some move to establish PTA on campus. As part of collecting information, the application form was modified.

6.13 Development programmes for support staff

> Development programmes for support staff
>
> 1. Vision Building under Autonomy
> 2. Workshop on RTI
> 3. Campus Ministry organised group building session in Mt Abu for staff members
> 4. Computer training offered to staff members

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

> - College with the assistance from GEDA has installed 75KW roof top solar power on campus.
> - College is segregating waste as organic/ degradable and nondegradable
> - College has also revitalise the compost pit and organic waste management
> - In order the harvest rain water, roof top harvesting system has been replaced
> - College is slowly switching over to LED light by replacing all incandescent light.
> - All lights and fans are regularly cleaned for increasing the light output
> - A group of 10 students, were selected as one among the 5 winners of the Handprint Challenge Competition entitled 'Site Specific Art Installations to enhance and promote bio-diversity' at the All Asia competition, and one of the two winners from India organised by Waste management and their Economic utilization project, Nepal, SAYEN (South Asia Youth Environment Network) and UNEP (United Nation Environment programme). Congratulations. Student installed 5 handprint artefacts to bring in awareness among college students
> - Students of Botany and Zoology carried out an Eco audit
> - Feasibility study for installing a 100KW solar power by Abengoa was carried out.

Criterion – VII

7. <u>Innovations and Best Practices</u>

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

- In Semester II, one of the department has adopted a 'Learn on Your Own' Module, wherein they are given subject reading material, and their understanding of the subject is evaluated by a questionnaire on the subject. This has been introduced as an assignment in order to inculcate reading habits.
- In Semester IV and VI, writing review on research article related to a topic in the syllabus was given as assignment to improve analytical and writing skills.
- Purchase committee was set up. All transactions, purchase were discussed and a collective decision was taken in the interest of the institution and different departments.
- Research council was wet up in the college comprising of faculty from both Arts and Science sections
- Drinking water facility has been installed on each floor on campus to provide clean and hygienic water.
- Infrastructure development: the asbestoses sheets on the SAH has been replaced with galenium sheets
- A prayer room was created for students to pray and meditate.

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

	What we plan to do in 2014-15	**Achievements**
Prepare for new courses	Start self-financed BSc Biotechnology & IC/ MSc Biochemistry/ and Physics/ Mathematics/ MA Journalism	College began BSc Biotechnology as a self-financed course. Other courses were not initiated
	Revise Soft Skills, Foundation and Electives	A professor is assigned this duty.
	Revamp COP (15 Courses)	Only three courses were offered namely Journalism, Foreign Trade Management, and Counselling
	Initiate IGNOU courses	Could not be initiated

ICT In teaching learning	Set up 3 more smart classrooms	Two more boards were installed in Physics and Electronics
Increase student: Computer ratio	Purchase computers using UGC developmental fund Set up new computer lab for (a) Jagrat (b) first floor of the library (c) set up 2-3 computers on corridors for students (d) 1-2 computers for students to browse with SOUL at the entrance of the library (e) Invest in setting up modern server room	Item (a) to (d) could not be carried out because of lack of fund. A server room was set up in a new location and College invested in two new servers.
More classrooms with LAN/computer/LCD	Invest in a better server Give Wi-Fi connection in all classrooms Install LCD in more classrooms	College has invested in two new servers and original softwares
Internet and WI-Fi	Create more connectivity	Wi-Fi connectivity was improved by installing more routers.
Updating computers	Install same version of MS office in all standalone computers	This could not be carried out
Data Management	Student data on website (Attendance/ marks + other info on fees, exams, Teaching schedule etc.)	This was executed
Stakeholders in Academic Growth Involve stakeholders in the development of SXC/ their say in curriculum	Parents: Mark sheet given on a particular day along with parents Exam papers: Show Industry: Internship/ Incubation activities Other Institutes of Higher	College is initiating these processes. College has signed an MoU with IPR, ACTI and Biodiversity Board

	Education (PRL/ISRO/IPR)	
	Have regular meetings with Parents stakeholders	
Placement systematize	Invite more companies to campus to interact with students and faculty Offer training and workshops	Has been carried out successfully
Health Care	GU's medical test Thalassemias test Organise talks on health related issues to students (PEM, Anaemia etc.)	The medical test and the Thalassemia tests were conducted. Blood donation camps were conducted. Could not organise health related talks.
Sports	Repair of washroom for sports students	Carried out
	Initiate SPORTFEST (inter departmental)	Conducted
Improving attendance of students	Regular attendance and data entry by individuals Give data access to each HoD for follow up	Partly executed
Alumni	Create departmental Alumni.	Executed with partial success
	Create portal in the website for Alumni	Yet to be carried out
Monitor & Promote Research Projects	Progress presentation by Investigator before the Research Council	Yet to be executed
	Establish Research Council	Established
	Submit more MRPs	Carried out
Increasing the use of library	Institute award for student who use the library facility to the	Award for student using the library facilities to the maximum was

	maximum Separate award for Girl, Boys for Arts/ Science Award for faculty for using the library	established for Humanities and Science
	Increase log in to N-List Offer training on the use of N-List	Students were encouraged to make use of this facility
Link SOUL to all computers & N-List/ Shodhganga/ Shodhgangotri to website		College has procured the latest version of SOUL from Inflibnet. N-List can be accessed through the college website
Discarded books be housed in a new location		Not yet achieved
Administration	Procure ERP	Procured and currently it is being customised
Training of administration staff	In Tally/ MS-Access/ Etiquette/ Public relation/ Work efficiency	Computer training was offered to those who are not very comfortable with computers
Yearly planning and completion of pending work	UGC XI, Additional grant etc	All pending work related to UGC (IX,X, XI, addition is completed
Visit of Scholars/ Scientists/ Artists/ writers	Initiate activity cell in college	No organised mechanism for the entire college established; however, operational at the departmental level
Organise classes for	Slow learners/ Remedial/Mentoring GPSC/ NET	Remedial classes were organised Organised Mentoring initiated by some department

		Tarumitra has been formed
Environment	Revamp Tarumitra Plant more trees Repair solar system Eco Auditing Better Waste management Ecological Niche revive Water harvesting and Tube well recharging	Some trees have been planted to increase the forest cover Solar system could not be repaired Eco auditing was carried out by students of Botany Compost pit was constructed and waste segregation is being carried out at the departmental level. Some step toward ecological niche revival is being carried out
Diamond Jubilee	Celebrate Diamond Jubilee	Diamond Jubilee of the College was celebrated by organising various seminars at the departmental level
	Setting up of 4 laboratories and centralised laboratory facility	It is being carried out
	Developing an e-learning centre Visual Library NPTEL Facility	In the process of generating fund
	Academic and Administrative Auditing	Carried out to some extent. However, systematisation has not been done

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

Best practice-1: Innovative teaching method

1. **Title of the Practice:**

The benefits of understanding and learning concepts at their own pace.

2. **Objectives of the Practice:**
   - Understanding concepts of the subject at their own pace
   - Inculcating the habit of reading on one's own
   - Asking questions relevant to the subject to enhance knowledge
   - Applicability of a concept
   - Enhancing writing ability

3. **The context that required the initiation of the practice:**

Analyzing the results and performances of the students in the internal exams of Semester I, it was observed that the class could be segregated into two groups based on their potential to grasp and understand concepts. This was done to ensure that the motivation level of each group be maintained by ensuring that they were given assignments that could hold their interest and attention, and also do justice to their potential. This also ensured that the challenges a group faced were almost of the same level and hence none of the students felt alienated, thereby, ensuring that they do not lose interest, motivation and focus. The questions asked were such that they could answer them only if they had read the subject. Moreover, they had to read and answer the questions in the class. This minimized the practice of copying from books and from others. They could answer only if they had read.

4. **The Practice:**

Batch I: Learn at your own pace

Step 1: The students are given either reading materials from textbooks or are given links for reading materials

Step 2: There are a given a time period for reading.

Step 3: They are given three attempts to answer a set of questions on their own in the classroom. The questions are such that they can be answered if only the concepts are understood.

Batch II: Research proposal

Step 1: The students were divided into small groups for group discussions on select research papers.

Step 2: The research paper is thoroughly discussed and alternative experiments are designed to reach to the same expected result with the objective to enable students to think out of the box.

Step 3: The students have to give their own research proposals

5. **Obstacles faced if any and strategies adopted to overcome them**

   The process oriented approach is difficult as some students are demotivated

   Another obstacle is to find resource persons who owns up the programmes.

6. **Impact of the practice**

   The effect can be seen in the change experienced the way students think and address scientific problems

7. **Resources required**

   Stationary and infrastructure facilities

*Provide the details in annexure (annexure need to be numbered as i, ii,iii)

BEST PRACTICES-2

1. Title of the Practice: The Advanced B. Sc (Physics) Programme

2. Objectives of the Practice: Amongst the students who opt for doing a Bachelor's in Science there are a few who are greatly interested in the subject and are motivated to challenge themselves further if given an opportunity. The aim of the Advanced B.Sc. (Physics) Programme is to provide such students with an enhanced B.Sc. curriculum that can be challenging, interesting and inspiring.

3. The context that required the initiation of the practice: The Advanced B. Sc. (Physics) Programme was started by the joint efforts of Gujarat Science Academy (GSA) and Vikram A. Sarabhai Community Science Centre (VASCSC), Ahmedabad in 2003 under the guidance of experts from Institute for Plasma Research (IPR), Physical Research Laboratory (PRL), Indian Space Research Organisation (ISRO), etc. The original programme was designed as a 3-year programme for students to run concurrently with the regular B.Sc. programme. Since 2008 the programme has been conducted as a residential programme in the summer for 3 weeks duration. This has allowed students from all over the state to participate in the programme. Since 2012 The Advanced B.Sc. (Physics) Programme is been conducted at St. Xavier's College campus with very active guidance and supervision of the department of Physics of St. Xavier's College. The programme is financially supported by Gujarat Council on Science and Technology (GUJCOST), IPR and PRL.

4. The Practice: The Advanced B.Sc. (Physics) programme is an approximately 3 week summer residential programme for motivated B. Sc. students. The course consists of lectures in Electromagnetism, Quantum Mechanics, Mathematical Physics and laboratory sessions for performing experiments. The lectures are designed to be interactive and are followed by tutorials in which problems are discussed.

The topics covered in the programme are related to those in the regular college curriculum but are dealt with in greater depth and with an emphasis on problem solving. The problems are selected such that they probe the students' understanding of the subject.

The lectures are taught by faculty from PRL, IPR and ISRO. This allows students to come in contact with scientists who are actively engaged in research at an early stage in their education. In addition, visits are arranged to research institutions such as IPR, PRL and ISRO so as to introduce the students to research centres in India. The programme also includes a session on career opportunities in Physics.

Successful students are provided a certificate of completion at the end of the programme. Participants are also provided scientific books to enhance their understanding of science.

5. Obstacles faced if any and strategies adopted to overcome them: Selecting around 30 really motivated and capable students, giving fair chance to students from all colleges is a challenging task. We have adopted a selection procedure consist of selection test, academic record, Essay writing. Second Obstacle is medium of instruction. Students from vernacular as well as English medium participate in the programme. We choose Faculty and Tutor pair such that medium of instruction does not face problem.

6. Impact of the practice: Several past students of the programme have performed well after participating in the programme. Some students have joined M.Sc. and PhD programmes at prestigious institutions in India and abroad such as IIT, IISER, Pune University, State University of New York at Stony Brook, University of Kwa-Zulu Natal, S. Africa. Some others have joined scientific organizations such as IPR, PRL, Gujarat Science City and VASCSC as employees, science educators or project associates.

 7. Resources required: The programme is funded by Gujarat Council on Science and Technology (GUJCOST), Institute for Plasma Research (IPR) and Physical Research Laboratory (PRL).

7.4 Contribution to environmental awareness / protection

- In our effort to bring environmental awareness, SCQ members and NSS members organise awareness programmes and cleanliness drive. New waste boxes have been installed on campus. More plants have been planted on campus. Training programmes were organised under the Tarumitra leadership and the Botany student took part in SAYEN completion of environmental challenge.
- Solar power has been installed on campus and this has reduced the power tariff of the institute.
- 30 x 12ft compost pit was constructed and organic waste is deposited in the is compost pit
- The annual cultural festival was named 'urja 2015 reflecting the vibrant energy that is reverberating across the entire campus of our college. All the 25 events were based on the theme of environment and energy.
- The students of Botany carried out an environmental auditing of the campus
- Regular maintenance of the water pipes is carried out to avoid water wastage on campus
- Students under the initiative of NSS organise regular cleanliness drive to inculcate values of hygiene.

7.5 Whether environmental audit was conducted? Yes √   No ☐

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

Strength

Large number of faculty are PhD holders and about 13 of them are PhD guides in various subjects

Committed and loyal staff members

Weakness

There is a need to strengthen Website

Administration should move towards dynamic mode

Data verification procedure should be established

Procedure/ SOPS should be set up

Job description should be communicated to each person

Opportunities

With the conferment of Autonomous Status to College, it should offer more innovative, skill based programmes to cater to the need of the city of Ahmadabad. College should be a role model in academic excellence.

Initiation of interdisciplinary programmes

Establishment of rainwater harvesting system

Improvement of facilities for research

Setting up a museum in each department highlighting the progress the department has made

Introducing M.Phil. programmes in Chemistry

Strengthening Industry-Institutional collaboration

Threats

Faculty shortage

Student enrolment in certain courses

8. **Plans of institution for next year (2015-16)**

	What we plan to do	By when
Prepare for new courses	Start self-financed MSc Biochemistry/ and Physics/ BA Journalism, BCom BPS and MSc in Big Data Analytics	June-July by respective departments
	Revise Soft Skills, Foundation and Electives. Each department should be giving at least one course	By March end
ICT In teaching learning	Introduce Moodle based teaching at least in some departments	By June 2016

Increase student: Computer ratio	Purchase computers using UGC developmental fund Set up new computer lab for (a) Jagrat (b) first floor of the library (c) 1-2 computers for students to browse with SOUL at the entrance of the library (d) Purchase licensed software for the institution (e) Set up for PH students and also prayer room a lot of sign boards for easy communication	March-April
More classrooms with LAN/computer/LCD	Give Wi-Fi connection in all classrooms Install LCD in more classrooms	April 2016 (Depending on Finances)
Internet and WI-Fi	Create more connectivity	April 2016 (Depending on Finances)
Data Management	Systematise Student data on website (Attendance/ marks + other info on fees, exams, Teaching schedule etc.)	January 2016
Stakeholders in Academic Growth Involve stakeholders in the development of SXC/ their say in curriculum	Parents: Mark sheet given on a particular day along with parents Exam papers: Show to parents Industry: Internship/ Incubation activities Other Institutes of Higher Education (PRL/ISRO/PRI) Have regular meetings with Parents stakeholders	Regularly

Placement systematize	Invite more companies to campus to interact with students and faculty Offer training and workshops	Though out the year
Health Care	GU's medical test Thalassemias test Organise talks on health related issues to students (PEM, Anaemia etc.) Invite a doctor to the campus for regular health check up	Two per semester
Sports	Repair ground for Cricket, football and hockey	Though out the year
Improving regularity of students to the class	Regular attendance and data entry by individuals/ office Give data access to each HoD for follow up	Every month
Alumni	Encourage more departmental alumni meet	Though out the year
	Create portal in the website for Alumni	March 2016
Monitor & Promote Research Projects	Progress presentation by Investigator before the Research Council	
	Submit more MRPs	July 2016
Increasing the use of library	Continue with the award for those students who use the library to the maximum	Once an year
	Increase log in to N-List Offer training on the use of N-List	
Link SOUL to all computers & N-List/ Shodhganga/ Shodhgangotri to website		March 2016

Administration	Offer training to all faculty on ERP	March 2016
Training of administration staff	Bringing in infrastructural change in the administrative office	April 2016
Visit of Scholars/ Scientists/ Artists/ writers	Initiate activity cell in college	Though out the year
systematise	Remedial classes for slow learners/ Remedial/Mentoring Online Feedback mechanism which is more user friendly	Though out the year
Environment	Plant more trees Repair solar system Better Waste management Ecological Niche revive Water harvesting and Tube well recharging	Though out the year
Infrastructure	Shift to LPG in all laboratories	
SOPs	Develop and implement SOPs or protocols or policy documents to help the institution to increase efficiency	Though out the year
Seminars	Seminars to familiarise staff with the concept, objective and rationale of autonomy Encourage departments to organise seminars and talks	Though out the year
Improve admission process	Prepare SOPs	Admission time
Green initiatives	Encourage NSS and Tarumitra to promote healthy environmental practices	Though out the year
Clubs	Initiates clubs where students with common interest can come together	Though out the year

Academic auditing	Develop academic auditing mechanisms	By year end
Connecting to Ahmedabad	Develop programmes that connect Xavier's college to Ahmedabad	Though out the year
Job description	Assign job description to all in authority and display the same, especially in the office to improve efficiency.	Though out the year
Doctor on call	Create the facility	As soon as possible

Name Dr. Sebastian V.   *Name Fr. Robert Arockiasamy SJ*

_____ _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

St Xavier's College Ahmedabad-9

<div style="background-color:#9acd32">**Academic Calendar 2014-15**</div>

First Term	15-06-14 to 18-10-2014	
Diwali Vacation	19-10-2014 to 9-11-2014	
Second Term	10-11-2014 to 26-4-2015	
Summer Vacation	27-4-15 to 14-6-2015	

St Xavier's College (Autonomous) Academic Calendar 2014-15

June 5-6:	Admission for Arts Stream
June 11-13:	Admission for Science Stream
June 16:	College reopens for semester 3,5, MA and MSc
June 19:	College opens for semester 1 students
June 20-21:	Orientation for semester 1 students
June 28-29:	Staff Development seminar by Fr MK George
July 5:	Jagrat workshop, Fr Valles Series Lecture-1 by Prof. AM Vaidya
July 12:	Fr Valles Series Lecture-2 by Prof. MN Patel
July 19:	Jagrat workshop, Fr Valles Series Lecture-3 by Prof. MH Vasavada
July 20:	Tarumitra workshop
July 26:	Jagrat workshop, Fr Valles Series Lecture-4 by Prof. PJ Bhatt
August 2:	Fr Valles Series Lecture-5 by Prof. Ajay Shukla
August 5:	IQAC seminar by Shirgurkar on 'Vision Building under Autonomy.
August 9:	Fr Valles Series Lecture-6 by Prof. NN Roghelia
August 11-14:	Mid Semester Examination
August 12:	Fr Provincial meet all faculty
August 15:	Independence day celebration
August 23:	Tarumitra workshop on environmental auditing,
	Fr Valles Series Lecture-7 by Dr Ravi Gor
	Non- teaching Staff training programme by Campus Ministry
August 30:	Fr Valles Series Lecture -8 by Prof. NN Roghelia

	Study techniques, by Dr Atul Makwana to Utkarsh students
September 5:	Teacher's Day celebration in SAH from 11.00 am to 1.00 pm
	Saturday Time table
September 5-6:	GU Youth Festival
September 6:	Capacity Building workshop for staff (SAP)
September 25:	Last teaching day for English Compulsory classes

September 26 to October 08: Internal practical Examination for all

October 7:	Last teaching day for Arts stream
October 8:	Study Day/ IQAC Seminar on RTI
October 09- 18:	Internal Theory Examination for all
October 19-Nov 9:	Diwali holidays

November 10 to Nov 18: Theory FINAL (Semester 1: BA and Semester 1: BSc. Semester 1: MA and Semester 1: MSc.)

November 10:	Practical Final for SY BSc
November 19-30:	Practical FINAL Semester 1: BSc and Semester 1: MSc.
December 1:	Regular classes begin for Semester 2 (BA, BSc, MA, MSc)
December 4:	Regular classes begin for Semester 6 (BA)
December 8:	Regular classes begin for Semester 4 (MA)
December 15:	Regular classes begin for Semester 4 & 6 (BSc.)
December 23:	Staff Christmas get-together
December 24:	Saturday time table

December 25: to Jan 1: Christmas Holidays

January 2:	Classes as usual
January 14:	Uttarayan
January 15:	Saturday time table
January 17:	Saturday time table
January 19-25:	Culfest and Sports fest
January 26:	Republic Day
January 31:	Eco Fest
February 9-11:	Mid semester exam for all
	Soft skill, FC & Elective exam to be conducted during regular class from Feb 12 to 19.
February 12:	Classes and Practicals as usual
February 27:	Programme to honour Dr W Alvi
February 28:	Popular lectures by Dept of Physics
	Last date to submit Attendance to office by Science Depts
March 1:	Concert by Dr Brian Silver
March 2:	Internal Practical examination

March 4:	Display of Attendance (Science) and apply for correction by March 9.
March 9:	Last date to submit Attendance to office by Arts Depts
March 10:	Annual day and Prize distribution
March 11:	Last teaching day
March 12:	Study day/ Staff Research Seminar Day
	Display of Attendance (Arts) and apply for correction by March 16.
March 13-23:	CIA 2
March 24:	TY Farewell
April 2:	End Semester Practical Examination for Semester 2 of MSc, BSc.
April 13:	End Semester Examination for Semester 2 MA, MSc, BA, BSc
April 25:	Last working day of GU and Staff Farewell

Analysis of Student (online) Feedback 2014-15

The IQAC conducted online and offline evaluation for the following during this period:

1. HoD feedback by department
2. Self appraisal by HoD
3. Student feedback to staff
4. Employer feedback
5. Culfest feedback
6. Student satisfaction Index by outgoing students
7. Student satisfaction Index during admission
8. Feedback by supporting staff

Methodology

1. Student feedback to staff was conducted offline and online. All the other feedback were conducted offline.
2. All the feedback were pooled and used for follow up action and implementation wherever possible
3. Student feedback to staff was converted into numbers for calculation.
4. The result was summarised and given to all faculty as a softcopy by the end of the academic year for follow up.
5. A few faculty were called by the Principal and discussed ways to improve the teaching pattern.

Abbreviations:

CAS   -   Career Advanced Scheme

CAT   -   Common Admission Test

CBCS   -   Choice Based Credit System

CE   -   Centre for Excellence

COP   -   Career Oriented Programme

CPE   -   College with Potential for Excellence

DPE   -   Department with Potential for Excellence

GATE   -   Graduate Aptitude Test

NET   -   National Eligibility Test

PEI   -   Physical Education Institution

SAP   -   Special Assistance Programme

SF   -   Self Financing

SLET   -   State Level Eligibility Test

TEI   -   Teacher Education Institution

UPE   -   University with Potential Excellence

UPSC   -   Union Public Service Commission

****