Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**ST. XAVIER'S COLLEGE**
Name of the head of the Institution	**Fr. (Dr.) Lancelot D'Cruz**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	07929708056
Mobile no.	9427419312
Registered Email	**iqac@sxca.edu.in**
Alternate Email	**clement.chammasheril@sxca.edu.in**
Address	**P.B. No. 4168, Ahmedabad - 380 009.Gujarat, India**
City/Town	**Ahmedabad**
State/UT	**Gujarat**
Pincode	**380009**

2. Institutional Status	
Autonomous Status (Provide date of Conformant of Autonomous Status)	**19-Jun-2014**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Dr. C. J. Chammasheril**
Phone no/Alternate Phone no.	**07929708057**
Mobile no.	**9427419312**
Registered Email	**iqac@sxca.edu.in**
Alternate Email	**clement.chammasheril@sxca.edu.in**
3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://sxca.edu.in/wp-content/uploads/2021/05/2018-19-AQAR-Report.pdf
4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://sxca.edu.in/wp-content/uploads/Prospectus/St-Xaviers-College-Prospectus-2019-20.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
3	**A**	**3.41**	**2013**	**25-Oct-2013**	**24-Oct-2020**

6. Date of Establishment of IQAC	**09-Mar-2004**

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		
No Data Entered/Not Applicable!!!		
View File		

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	CPEIII	UGC	2015 1825	15000000
College	FIST	DST	2016 1825	9000000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	6
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)

Staff trained for online content development and use of LMSMoodle Staff training for NAAC accreditation Initiating online extracurricular activities during the pandemic Participation in NIRF, GSIRF and India Today rankings

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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!!!	
View File	

14. **Whether AQAR was placed before statutory body ?**	Yes

Name of Statutory Body	Meeting Date
Governing Council	05-May-2021

15. **Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**	No

16. **Whether institutional data submitted to AISHE:**	Yes

Year of Submission	2020

Date of Submission	10-Feb-2020

17. **Does the Institution have Management Information System ?**	Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	There are three modules operational: ERP Academic: Online applications, registration fees, merit preparation to finally fees payment is all done through ERP Student attendance, time table, subject selection and marks are by ERP Administration: Payment of fees, scholarships and many administrative activities are managed through ERP Examination: Seating arrangement, hall ticket issuing, exam fees, results and other examination information is also through ERP Tally All financial administration and management are done through Tally software LMSMoodle Moodle is used for conducting exams, sharing study material, video lectures, UTP, online assignments and feedback

Part B

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
No Data Entered/Not Applicable !!!			
View File			

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
No Data Entered/Not Applicable !!!				
View File				

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
View File		

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
MA	Clinical Psychology	15/06/2020

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
No Data Entered/Not Applicable !!!		
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	No

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

Feedback Obtained

Feedback of the curriculum is taken from all stakeholders with the help of forms designed by the IQAC. This includes peer teacher's feedback, alumni feedback, student feedback and employer feedback. An analysis of this feedback is presented before each Board of Studies for necessary action. This helps in the modification of the theory or practical syllabi. Students i.e the final year students give a feedback on the courses and the programmes as well as the delivery of the curriculum. It is analysed by the Heads of Departments and also discussed during the Board of Studies meetings. For example: if the feedback indicates that a course is burdensome leading to average performance by the

students, then the Department is asked to see if the syllabus needs to be rectified. Peer teachers/external examiners and alumni also give feedback regarding the curriculum and make suggestions to improve the quality of the teaching-learning aspects of the syllabus. Feedback is also collected from the prospective employers. This is used to introduce new practicals and aspects in the syllabus leading to better employment-preparedness for the students. To evaluate the curriculum delivery process, feedback for individual teachers is taken through the ERP. The feedback is taken on a 5-point scale and the analysed feedback is provided to the respective teachers. Any corrective measures which need to be taken is thus enabled for the teachers. This also ensures that the teaching-learning process is in place in the college. The IQAC also looks at feedback obtained on curricular, co and extra-curricular activities and places these before the Management for action. An Action Taken report (ATR) is presented at every Meeting by way of procedure. Important feedback is obtained from the Campus Ministry cell, which has two trained counsellors Feedback also comes in through the Grievance boxes placed in the College. These are directly looked at by the principal or a delegated authority and action is initiated. The Principal, Vice-Principals, Controller of exams and the IQAC coordinator meet both formally and informally to discuss feedback which may accrue from various sections of the College which each one represents. The group of HODs also meets regularly once a month and this serves as a 2-way channel of communication between the Departments and the higher College authorities. The Jesuit Fathers, including the Trustees of the College form the Governing Council which also meets regularly on a monthly basis. This group advises the Principal on important issues concerning the College. The principal himself pays an 'informal' visit to each Department at least twice a year to personally receive feedback from the Departmental staff. Fr. Provincial, who is the head of the Trust that manages the College, meets with staff during his annual visit to get their feedback. The College Trust meets twice a year.

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
No Data Entered/Not Applicable !!!				
View File				

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
2019	2876	466	39	3	55

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-	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used

97	97	7	36	3	5

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[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

</div>

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)
The college has put in place a structured mentoring system since this academic year. Each department divides the students (UG/PG) equally amongst the teachers in the Department. The mentor-mentee meet at least once a semester and the academic progress of the student is discussed on a one-to-one basis. A poor academic progress is often indicative of some emotional disturbance/personal stress/inability to cope with studies etc. Remedial measures are then taken based on the mentee's self-evaluation and the mentor's assessment. The Departments have been asked to retain records of the same. Slow learners and students from the vernacular medium are supported by remedial classes and peer support from fast learners, especially in higher semesters. In case of any emotional/personal stress the College has a Campus Ministry cell with two professional counsellors appointed by the management. They provide support to such students. The Collage has a unique mechanism to take care of students from the SC and ST communities. JAGRAT has a team of Faculty and student volunteers and regular programs are organized for these students to help them adjust to the environment at Xavier's and also to excel in academics and in other facets of life. UTKARSH takes care of the needs of the challenged students and provides them constant hand-holding support throughout the year. The Women's Cell (URJA) provides guidance and help to students whenever needed. In addition, PRERNA acts as a support forum for the group of contract workers and other so called 'lower class' employees and workers. Students needing financial support are directed towards the Management wherein necessary support like fee waivers, etc is provided. Mention must be made of one creative mentoring system at Xavier's. At the start of the academic year, a special Orientation program is organized for all the first-year students. This program is conducted by the Senior students in collaboration with the Cultural Committee. The senior students are trained for the same and they do an excellent job. Another significant outcome of the initiative is that there has not been a single incident of ragging in the College over the last few years.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3342	97	1:34

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
108	97	11	13	66

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
2019	00	Nill	NA

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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

No Data Entered/Not Applicable !!!
[View File](#)

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
29	1085	2.67

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://sxca.edu.in/departments/

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
No Data Entered/Not Applicable !!!					
[View File](#)					

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://sxca.edu.in/wp-content/uploads/2021/05/AQAR-271.pdf

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
International	Dr Sanjeev K Gupta	Indo-RFBR-DST project	12/03/2019	Under RFBR-DST project
International	Dr Sanjeev K Gupta	Two Percent World top Scientist, Stanford University, USA	02/11/2020	Stanford University, USA
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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	Total grant	Amount received

	agency	sanctioned	during the year
No Data Entered/Not Applicable !!!			
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

0.072

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
No Data Entered/Not Applicable !!!		
View File		

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 !!!					
No file uploaded.					

3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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)
No Data Entered/Not Applicable !!!			
View File			

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
Statistics	**1**
Sanskrit	**1**
Economics	**2**
English	**3**
Botany	**1**
Physics-Electronics	**3**
Bio-chemistry and Bio-Technology	**8**

Computer Science	1
No file uploaded.	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			
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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
No Data Entered/Not Applicable !!!						
View File						

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 !!!						
View File						

3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	11	33	7	8
Presented papers	9	21	9	3
Resource persons	6	12	14	20
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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)
No Data Entered/Not Applicable !!!			
No file uploaded.			

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 !!!				
No file uploaded.				

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
No Data Entered/Not Applicable !!!			
View File			

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
No Data Entered/Not Applicable !!!			
View File			

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 activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				
View File				

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
No Data Entered/Not Applicable !!!			
View File			

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
No Data Entered/Not Applicable !!!					
View File					

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
No Data Entered/Not Applicable !!!			
View File			

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
99.6	99.6

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing

View File

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 patially)	Version	Year of automation
SOUL	Fully	2.0	2006

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			

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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
No Data Entered/Not Applicable !!!			

View File

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	521	10	0	3	1	1	15	60	0
Added	18	0	0	0	0	0	0	0	0
Total	539	10	0	3	1	1	15	60	0

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

60 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
Laptop enable with Video capture and editing software, MOU with Gurjarvani a communication centre operating from St.	https://sxca.edu.in/wp-content/uploads/2021/06/SXCA-_-Gurjarvani.pdf

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 incurredon maintenance of physical facilites
60	59.08	173	172.9

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 institutional Website)

To ensure all the facilities of the college remains at their optimal utilization levels a systematic procedure is followed. For Laboratory maintenance, HODs with the help of laboratory assistants keep vigilant eyes on the instrument's usage, all instruments are routinely serviced at the end of the semester and if need be external experts are called for. The stock registry of the instruments is maintained by the storekeeper. Library: This year management has appointed a full-time librarian with a Ph.D. in library sciences to ensure optimal maintenance and usage of the library. The reading room of the library is renovated and from this year students are also given access to NLIST by generating their user accounts. Sports: Sports in charge is entrusted with the responsibilities of looking after all sports grounds and maintenance of other sports facilities. Computers: Maintenance and servicing of computers are outsourced to an agency through which an employee is assigned to a college who is available on all working days to ensure smooth functioning of all systems and servers. Classrooms: There is a housekeeping agency which takes care of the regular cleaning of the premises and Management look into regular up gradation and maintenance of the classrooms and building. A classroom is equipped with a lecture capturing system. Gardens are maintained by a professional Gardener. Numerous varieties of plants are added to the already green campus. Overall maintenance of the campus is the responsibility of the society office which is headed by a person from senior management.

https://sxca.edu.in/

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	Nill	Nill	Nill
Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b)International	Nill	Nill	Nill
View File			

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 implemetation	Number of students enrolled	Agencies involved

View File

 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 examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed

View File

 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
88	88	15

5.2 – Student Progression

 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed

View File

 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to

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

View File

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

Activity	Level	Number of Participants

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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Volunteerism has always been encouraged and promoted in every academic and administrative activity of the College. The Student Council (SC) of the College acts as a dynamic voice of the student fraternity. The council is 'elected' as per the prescribed norms of Gujarat University. Students' representatives from different committees of the college are included in the SC. Some of the activities under the SC include the Cultural Fest, the sports fest, departmental initiatives, blood donation camps, Outreach activities, help with admission procedures, interacting with industry for sponsorships in college events etc. Also, students play a key role in conducting activities for JAGRAT (the SC-ST cell of the College), UTKARSH, the Campus Ministry, the Women's Cell, etc. Departments also give their own students a chance to take part in planning, organizing and carrying out the various Departmental activities. The College SC helps the students to engage creatively, develop responsible leadership skills at a young age. It also helps the college to understand the view of students and be student centric.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The institution has a registered alumni association, known as 'The Old Xavierites Association' (TOXA). Under the aegis of this alumni association, a lot of programs are organized involving both our present and past students. In the year 2019-20, TOXA in collaboration with the College organized a program to connect Alumni together where more than a thousand alumni (1118) participated in these gatherings. We had attendees of special Jubilee batches, very old and distinguished alumni of even 1960s, 70s 80s ,90s and recent decades. They all came together to spend a full day in the college, first at a gathering in their respective Departments followed by a special program held at the level of the entire College. They also donated to the college for Scholarships and developmental purposes. Departments like Physics-Electronics, Biochemistry-Biotechnology and Chemistry had conducted additional programs apart from the above mentioned during the 2019-20 academic year. Ex-students of the Department of Botany held interactive sessions related to career guidance for the botany students. Efforts in this direction led to departmental alumni associations which are encouraged to engage with alumni more effectively.

5.4.2 – No. of registered Alumni:

7363

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

861000

5.4.4 – Meetings/activities organized by Alumni Association :

St. Xaviers Alumni Association The Old Xavierite's Association had arranged an Alumni meet during Culfest Karwaan in December 2019, where all departments of the college were engaged and 1118 Alumnii were recorded through digital platform. Additionally, the Departments of Physics, Biochemistry-Biotechnology,

Chemistry also organized departmental alumni meetings in 2019-20. Illustrious alumni have contributed by giving guest talks and by financially helping the college.

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 institute follows decentralized and participative management. Governing Council, Principal, Vice principals, Coordinators, Faculty members, non-teaching staff, and students take part in college activities through various committees formed. Some of the committees in which students play a major role through volunteerism are the admission committee, cultural committees, sports, and NSS. Faculties through library committee, finance committee, IQAC and micro IQAC, website, placement committee, etc. help in building student-centric infrastructure. Every three years, the composition of different committees is changed to ensure a fresh flow of ideas and strategy. College Governing Council takes care of financial management and the implementation of facilities for the institution to support effective teaching-learning and research aspects. For smooth functioning, every department has separate HODs, and some of the PG courses have course coordinators. They act as a link between the principal, students, and staff members. They handle subject allocation, time table, internal evaluation, student attendance, and follow-up, etc. This has become especially important as internal evaluation is now module-based. HODs and course coordinators also look after laboratory infrastructure and can purchased instruments and books from the grants allocated to each department after consultation with faculty. Department does organize department fest/seminars like chem Cho and eco fest with the college funding and through sponsorship. wherein faculty and students are given key responsibilities. Various committees like a cultural committee, sports and NSS organizes student and society centric programs. Decentralization in administration: College has two vice principals, one for grant in aid and one for self-finance courses. They are members of statutory committees, oversee staff recruitments, allocation of funds from UGC and autonomy grants, disciplinary issues, and acts as advisory to the principal. Sel finance Vice-principal also handles all financial responsibilities, staff leave management, fund allocations, etc. of self-finance courses. The College Society Office is set up by the College Management which is headed by a senior Management person (The Treasurer) and is responsible for the overall financial management of the Institutions. It also oversees the Maintenance of the College campus and property and the housekeeping and other contract staff who are employed.

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	The admission process is automized using ERP and a website. Admission announcements are made on websites and through ERP portals students from across the world can apply. Admission is strictly on merit basis. Separate merit lists are prepared for open

	category., minorities, and SC/St/ OBC students. This way variety in the student community is ensured. Scrutiny of mark sheets is done at department levels and departments are allowed to decide the cut-off marks for admissions based on applications received.
Industry Interaction / Collaboration	Eminent industrialists and experts are members of the academic council and board of studies. Their inputs ensure no gap between the needs of the industry and academia. Several departments have MOUs with industry to offer summer internships and hands-on workshops for their students. Several members of the industry are invited to interact with the students and make them aware of trends and technologies.
Human Resource Management	Faculties in self-financed programs recruited by transparent and unbiased recruitment procedures and benefits of PF and medical leaves, maternity leaves, etc. are given. Faculty development through various in-house programs is carried out. Faculties are also encouraged to attend and present papers in various seminars/ conferences and workshops. To increase cohesiveness festivals like Christmas and birthdays of staff members are celebrated. Credit society is established. Prerna group is established for the welfare of non-teaching staff.
Library, ICT and Physical Infrastructure / Instrumentation	An experienced librarian is appointed by the management. She is given guidance by library committees and the Vice-principal for the upliftment of library facilities. Along with the librarian, there is a clerk and peon appointed in the library. Staff members are trained to use various ICT-based tools and LMS Moodle usage has increased tremendously, it is also used to conduct module-based internal examinations and evaluations. To manage IT infrastructure a full-time dedicated person is appointed on contractual position.
Research and Development	To ensure deep learning, research is given priority for both teachers and students. To ensure good quality of research and to provide exposure of high-end instruments various centralized laboratories like XLRD, DST FIST laboratory and supercomputer facilities are established. Faculties

	are encouraged to take up guideship and their students are provided access to the infrastructure of the College. To inculcate the research mindset early undergraduate students are allowed to take one year of the research project with assigned mentors. To ensure quality in research output students are selected through a common entrance exam and at the end, their thesis are evaluated by external experts. To increase faculty research output faculties are encouraged to submit a research proposal to various funding agencies.
Examination and Evaluation	Internal assessment in the college has undergone a major reform as module-based evaluations were introduced to ensure continuous internal assessments. This format has allowed teachers to assess learning not just based on the memorizing ability but their understanding of the subject. Each module is conducted and evaluated by respective teachers independently. Time table of the modules (which include the nature of the activity/ date of submission/criteria for evaluation etc) are prepared at the beginning of the semester and given to the students. The students are also benefitted especially those who found it difficult to remember the entire syllabus in one go or remain absent for any reason and missed the entire exam.
Teaching and Learning	Innovative teaching-learning is given major thrust. This year LMS-Moodle is promoted to facilitate online teaching-learning. Faculties were trained to utilize various software's like OBS, Open shot, H5P to promote synchronous and asynchronous learning. Eminent experts from India and Abroad are invited to deliver lectures on emerging fields of their area. Students are motivated to take up courses offered by SWAYAM and other MOOC platforms. NPTEL local guru lecture series were purchased and made available in the library. Through various collaborations with the premier institute and industry, students are encouraged to take up summer internships and small-scale research projects.
Curriculum Development	Curriculum development is carried out by members of BOS and approved by the academic council which involves staff

members of respective departments, peer faculty of other colleges, university nominees, Industry experts, and notable alumni. Together they designed a curriculum to cater to local/regional and global needs. Feedback from graduating batch, alumni, employer, etc. are collected every year, analyzed, and presented in BOS. Extensive discussions are done on feedback analysis and if need be, the syllabus is upgraded.

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

E-governace area	Details
Planning and Development	E-governance has been implemented and used for numerous activities of the college including planning and development. All the department are instructed to prepare strategic action plan at the beginning of the semester which is submitted to IQAC. Academic planning is also done in advance and published in prospectus. Few activites in which e governance is extensively used are staff biometric attendance, time table , students attendance, SMS facilities. Information of faculty achievements and faculty development programs are published in whatsapp group which is meticulously collected by HR personnel.
Administration	Academic records and attendance of students, Timetable, examination seat allotment, marks, subject selection, student leave record maintenance etc.
Finance and Accounts	Finance and accounts are managed by Tally software
Student Admission and Support	Admission forms, fee payments, selection of subjects, timetable, hall ticket issue, notices and information, marks etc
Examination	Exam form filling, fees payment, hall ticket issuing, seat allotment in blocks, declaration of results, e-copy of statement of marks , use of learning management system " Moodle"

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

No Data Entered/Not Applicable !!!
[View File](#)

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)
No Data Entered/Not Applicable !!!						
[View File](#)						

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
No Data Entered/Not Applicable !!!				
[View File](#)				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
10	10	3	3

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Credit society (Deposition of money and provision of loans), Maternity/ Paternity benefits, priority in ward's admission, LTC.	Credit society (Deposition of money and provision of loans), Prerna group, Counselling, priority in ward's admission, Maternity/ Paternity benefits, Covid salary to daily wagers even in complete lockdown,	Needy student's fund, Counselling, Mentoring, Jagrat, Utkarsh, Covid helpline, Fee reduction for needy through Covid helpline (100 reduction), Across the board fee reduction (15 fee),

6.4 – Financial Management and Resource Mobilization

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

The internal financial auditing is done by the Governing Council, while the external financial auditing is done by an appointed auditor. The audited statements are presented before the Governing Body of the Trust. This process is done annually.

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

	No Data Entered/Not Applicable !!!			
	View File			

6.4.3 – Total corpus fund generated

2560686

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	No	Nill	Yes	Micro IQAC
Administrative	No	Nill	Yes	Micro IQAC

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

Not applicable

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

Prerna-The support staff group, Festival celebrations, birthday celebrations, Mount Abu trip

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

Introduction of new programs, Revised method of internal evaluation, formation of various statutory and non-statutory committees.

6.5.5 – Internal Quality Assurance System Details

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

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
		No Data Entered/Not Applicable !!!			
		View File			

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
Knowing yourself, your goal and your creator	07/09/2019	07/09/2019	55	25
Interaction with Students	08/09/2019	08/09/2019	40	20

from Sophia University, Japan on gender, education and hygiene				
Breast Cancer awareness	30/11/2019	30/11/2019	70	15
Are you safe online	08/02/2020	08/02/2020	48	12
State level seminar on gender sensitisation	22/02/2020	22/02/2020	102	78
Street play	08/03/2020	08/03/2020	50	30
A talk on her health matters	20/03/2020	20/03/2020	45	15

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

Solar panels for around 50 percentage of the load of the college. • Solar street light installed and solar water pump • Gray water recycling unit installed • Waste segregation and disposal mechanism established • Power Load distribution was carried out to ensure that all the 3 phases are equally used by the institution considering the power factor. • Tree plantation with varied species has been carried out, Pond restoration.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	14
Provision for lift	Yes	14
Ramp/Rails	Yes	14
Braille Software/facilities	Yes	14
Rest Rooms	Yes	14
Scribes for examination	Yes	14
Special skill development for differently abled students	Yes	14

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
No Data Entered/Not Applicable !!!							

7.1.5 – Human Values and Professional Ethics		
Title	Date of publication	Follow up(max 100 words)
Prospectus	15/06/2019	Prospectus was provided to each student and staff at the beginning of the academic year. Page 44 to 46 of the prospectus gives the details of students and staffs responsibilities as well as desired behaviour

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Paperless communication practices, Increased diversity of plantation, Regular Green audit, Use of grey water for gardening, Use of solar panels and Solar water pump, Rain water harvesting, Sensor based solar lights

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 Title of the practice: Module-based exams Objectives of the practice: Enables teacher to dig deeper into the academic progress of a student Better student engagement Evaluation of course learning outcomes Assessment of students at various levels Faster processes The context that required the initiation of the practice: Having the traditional descriptive Continuous Internal Assessments (CIA) exams twice during the semester was tiring for the students as well as for the teachers. The students were overloaded with CIA, preparation for end semester exams, cultural activities, etc. The College has also been constantly working towards teaching-learning innovation, designing new curriculum and adapting to ICT for a better student learning outcome. Having realized the need to enhance student performance and giving the best learning experience to the students coupled with adapting to ICT, led to beginning of the module-based exams. The practice: The Continuous Internal Assessment 2 exam was changed to a Module-based exam. Different programmes and departments were given the freedom to choose the best way to analyze and evaluate student's performance. The programmes/ departments can arrange regular quizzes, short tests, Multiple Choice Questions (MCQs), descriptive, objective etc. based question sets to evaluate the student's learning outcomes. Obstacles faced if any and strategies adopted to overcome them: Real to Virtual transition was a major concern. The teachers acquainted with traditional classroom teaching are not tech-savvy and hence it took time to adjust to the Module-based exams. Majority of the departments and teachers chose Module-based exams for the Continuous Internal assessment. The teachers were trained to use Moodle – the Learning Management System and two teachers were asked to assist other teachers who were conducting the Modular exams for the first time. Impact of the practice: There has been a distinct enhancement of the student's interest levels, their involvement and performance . Teachers have been able to assess the progress of the student. The module-based exams have been easily executable and swift, with instant evaluation of answers. Resources required:

Learning Management System (Moodle). The Moodle was upgraded from 3.7 to 3.9. Best Practice 1 Title of the practice: Inculcating environmental consciousness in young minds. Objectives of the practice: To enhance awareness about the environment beyond the immediate environment To augment knowledge and skills required to protect environment To provide an opportunity to be actively involved in environment protection and nurturing To improve the conservation of biodiversity through scientific approach The context that required the initiation of the practice: Today's youth need to be more concerned and responsible for the environment which they will bequeath to the next generation. Aware and empowered young people will be enabled to engage in new forms of action and activism that will generate effective responses to the ecological challenges. The college, in line with its Vision has attempted to inspire and build up a set of eco-sensitive environmental leaders. The practice: The Institute takes pride in organising round the year programs which include participation by all of its stakeholders. Under the aegis of the NSS, a workshop entitled 'Exploring Green Ideas for Environmental Action in St. Xavier's College Campus' was organized under the leadership of Fr. Lancy D'Cruz, SJ. This was in collaboration with the Gujarat Jesuit Ecology Mission (GJEM) whose Eco-Education team designed and conducted the workshop which consisted of input sessions by experts, games, activities, film screening, group discussions, and presentations. Around 60 students were ignited to take a leadership role in environment promotional activities. Students through the NSS, regularly meet on campus to make and distribute paper bags to reduce plastic bag usage. In the canteen single use plastic disposable cups have been replaced with paper cups. The College has placed waste collection bins at several places in accordance with Swachh Bharat initiatives by the Government of India. A system has been set up whereby the waste is regularly collected by the Municipal authorities. Consistent efforts have been made to reduce paper waste. For water management, grey water mainly generated from bathrooms and wash basins of the hostel are treated through a horizontal flow filter arrangement which has the capacity to handle 20,000 litres of grey water per/day. The water thus treated is used to irrigate the play grounds. To make judicious use of water available, the college has installed several water sprinklers in the gardens . The Botany students have been trained in organic farming and they had a hands on experience of creating a small kitchen garden on college campus. They are also trained in documenting flora and fauna of the College. Obstacles faced if any and strategies adopted to overcome them: There has to be more active involvement of all stakeholders. Currently, it is the NSS volunteers and students of Botany-Zoology who constitute the bulk of volunteers. More MOUs are required for effective waste management of e resources and laboratory waste. Impact of the practice: Students are filled with enthusiasm to bring changes in their life style and show a willingness to do more for environment.

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

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

SXCA strives to keep the focus on the learner both in the teaching-learning process and in the process of evaluation. With a view to imparting learner-centric education at Xavier's, a high premium is placed on innovative teaching-learning. The Faculty design the delivery of the course in a manner wherein attention is primarily focused on the needs, interests and skills of the learner. Course outcomes have been incorporated in the syllabi to provide

direction to the students' learning objectives and to their evaluation. Unitised Teaching Plans for each subject are uploaded by every teacher at the beginning of the semester. To engage students deeply in the learning process,diverse activities are conducted by various departments round the year. Some of the notable examples are Departmental fests like ChemCho, Biocalyx and Ecofest, wherein students enthusiastically take part in organising and presenting their novel ideas. These fests have promoted interactions amongst the students at the state and national levels. Other activities include group discussions, class presentations, extension lectures, audio – video mode of learning, conferences with alumni, quizzes, film screening on specific topics, project work, surveys, mini projects, field trips, interdisciplinary activities, and many more. Additionally, some departments also encourage students to participate in co-curricular activities outside the college. These activitieshelp develop their communication and team building skills while the classroom presentations on different topics help improve analytical thinking. SXCA has begun incorporating experiential learning modules in the curriculum which aims to improve student learning by evaluating learning outcomes in novel and effective ways. The first is the introduction of the small module format, which is the prerogative of each department. This is independently conducted by the department, according to the suitability of the subject. This format provides an incentive to the teacher to move away from the stereotypical modes of assessment, encouraging them to evaluate the students' learning through seminars, viva, class tests, multiple choice questions, making a class notebook, etc permitting a continuous monitoring and evaluation of the students. The results of these activities are announced quickly, thereby helping to identify students requiring individual attention leading to quick remedial actions, and a prompt grievance redressal in assessment through teacher-student interactions. The second is the Module based examinations which stimulate students' intellectual and skill development, discouraging rote learning. Learning management system MOODLE is extensively used in conducting evaluations in the form of assignment submission and quizzes, etc . These methods have encouraged students who find the remembering and recalling mode of examination difficult, to their improve grades significantly since the judgement is based, both on theoretical and applied knowledge through different ways. They have motivated students to learn as they go along, rather than to learn everything at the end of the course merely to write the exam. The estudents have been provided with a basket of opportunities to prove their understanding of the subject, resulting in a reduction in their anxiety.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

In the next academic year, the college is going in for NAAC accreditation as well as the Autonomy extension. The preparation for both these will be the major focus area for the next academic year. NAAC preparedness and documentation awareness seminars for the departmental staff will be conducted in preparation for the accreditation and assessment process. Additionally, the COVID-19 pandemic has forced us to conduct regular activities through new approaches. The college has successfully end-semester exams through the online mode but the methodology adopted will always keep in mind the rural and other students who have minimal internet access. We plan to continue with all our activities teaching-learning, mentoring, evaluation, assessment and examinations through the online mode by employing our LMS-Moodle. With the importance that the College gives to all-round education, the cultural events (Culfest) and other important events will, if needed, be conducted through online mode. The College plans to make sports facilities available to students and others as and when permitted by the pandemic norms. There are plans to upgrade some of the College infrastructure related to

fire safety, playgrounds, biodiversity, etc subject to pandemic restrictions. Various service systems involving admissions, fees, results, etc will be entirely automated. Departments have been motivated to conduct webinars, expert talks and other research activities during this period to keep the students engaged. Students will also be encouraged to participate in webinars, competitions and actual events oustside the College, whenever possible. The College will take forward the process which had begun at the Management workshop at Koba. It will work on and finalise its Strategic Action Plan (SAP) for the next three years.