



**ST. XAVIER'S COLLEGE [AUTONOMOUS]
Dr. CAMIL BULCKE PATH
RANCHI – 834001**

**The Annual Quality Assurance Report
(AQAR) of the IQAC
Session: 2017-2018**

Submitted to:
National Assessment and Accreditation Council (NAAC)
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**ST. XAVIER'S COLLEGE (AUTONOMOUS)
RANCHI, PIN-834001**

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**The Annual Quality Assurance Report (AQAR) of the IQAC
Session: 2017-2018**

Part – A

I. Details of the Institution

1.1 Name of the Institution	St. Xavier's College, Ranchi
1.2 Address Line 1	P. Box -9, Dr. Camil Bulcke Path
Address Line 2	Purulia Road
City/Town	Ranchi
State	Jharkhand
Pin Code	834001
Institution e-mail address	sxcprincipal@gmail.com
Contact Nos.	0651-2214301,2214935, Fax-2207672
Name of the Head of the Institution:	Fr. Dr. Emmanuel Barla, S.J
Tel. No. with STD Code:	0651-2214301, 2214935
Mobile:	8986819072

Name of the IQAC Co-ordinator:

Dr. Swarat Chaudhuri

Mobile:

9031143039

IQAC e-mail address:

swarat@sxcran.org

1.3 NAAC Track ID(For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner-bottom
of your institution's Accreditation Certificate)

EC/62/RAR/164

1.5 Website address:

<http://www.sxcran.org>

Web-link of the AQAR:

<http://sxcran.org/Download/Iqac/AQAR2017-18.pdf>

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	☆☆☆☆☆		1999	5 years
2	2 nd Cycle	B++		2005	5 years
3	3 rd Cycle	A	3.23	2013	5 years
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC : DD/MM/YYYY

10.01.2004

1.8 AQAR for the year (for example 2010-11)

2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 21.08.2018 (DD/MM/YYYY)
ii. AQAR 21.08.2018 (DD/MM/YYYY)
iii. AQAR 21.08.2018 (DD/MM/YYYY)
iv. AQAR 21.08.2018 (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 Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI(Phys Edu)
TEI (Edu) Engineering Health Science Management
Others(Specify)

1.12 Name of the Affiliating University (for the Colleges)

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

Autonomy by State/Central Govt. / University

RANCHI UNIVERSITY

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes

Any other (Specify)

UGC-COP Programmes

2.IQACComposition and Activities

2.1No. of Teachers

17

2.2No. of Administrative/Technical staff

01

2.3No. of students

00

2.4No. of Management representatives

03

2.5No. of Alumni

01

2.6No. of any other stakeholder and
community representatives

00

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

01

2.9 Total No. of members

24

2.10 No. of IQAC meetings held: **07**

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

Non-Teaching Staff /Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Curriculum Restructuring
2. Community Outreach Programmes
3. Initiate Organizational Development Process to have better cohesiveness among staff members
4. Support of Co and Extra Curricular activities
5. Follow up of student attendance and welfare
6. Organizing various programmes keeping in mind the vision and mission of the institute
7. Support to Principal in planning and administrative activities
8. Implement quality-assuring activities in the college
9. Follow up of Academic council, finance committee, examination and Governing committee meeting.
10. Updating website for SXC-R.
11. Initiate an Environmental auditing of SXC campus and facilities
12. Design programmes for Environmental consciousness
13. Efforts to promote college office into a paperless office
14. Auditing and improving of Library facilities and regular follow up
15. Work towards better communication facilities on campus
16. Organizing a national seminar
17. Organize workshops and seminars for students (PGOP) and staff

18. Coordinated the construction of new laboratories
19. Research sensitization among staff and students
20. Support to Youth Festival activities
21. Work towards better communication facilities on campus
22. Promotion of students' extension activities through NCC, NSS, Rotaract, AICUF, Geo Club, Eco task force.
23. Recommended the installation of sanitary napkin vending machine.
24. Face-lifting of existing washrooms (both male and female) and construction of new women's washroom.
25. Installation of new server for better internet connectivity.
26. Encouraged the departments to create new linkages and MoU's.
27. Proposed the installation of 100 kva solar panel to make the Campus eco-friendly and energy reliant.
28. Urged the departments to organize special classes for weaker students and special assignments/ projects for advanced learners.
29. Formation of ICC.
30. Solicit students' feedback on curriculum and faculty.

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 *

Plan	Achievements
Infrastructure Additions	<ol style="list-style-type: none"> 1. Purchase of New Books and Equipments 2. Availability of more space for teaching and learning 3. Creation of space for new Labs 4. Up gradation of washrooms.
Community Outreach:	<ol style="list-style-type: none"> 1. Support by Rotaract Club to an adopted school. 2. Blood donation Camps were held. 3. Visit to old age homes. 4. Visit to blind Schools.
Innovative Method of Teaching	ICT based Teaching
Online Feedback	Online feedback of teachers
Organize invited lectures	Departments of Business Administration, Commerce (vocational), Hindi, Political Science, Mass Communication and Journalism organised numerous guest lectures.
Apply for Minor/major research	Could not be done.

Internship for certain courses	Students of Bio technology , BBA , Computer Applications, Information Technology Commerce Voc Departments underwent internship at different places.
Remedial classes	Remedial classes were organised for weaker students.
Career Placements	18 organizations have visited the college and 211 students were placed in various companies
More transparency in evaluation system	The college follows Continuous internal assessment system for the students and the evaluated assignments and mid semester examination copies are shown to the students.
Student merit awards	The college gives Gold medals to the toppers of every course at its annual degree distribution ceremony and apart from that 34 other merit awards are given by the college to the students.
Sports competitions	The college holds annual sports meet, intra college cricket tournament, basketball tournament, football tournament, table-tennis and chess tournaments for the students of the college every year.
NSS	NSS organized Blood Donation Camp, Career Counselling, Run for Women Empowerment and Financial Literacy Camps.
Environmental Concerns (Green Initiatives)	Solar Energy Panels with 100 kva capacity per day were installed, Dustbins for waste management were kept at more locations, tree plantations were conducted and a green nursery is maintained by the college.
Parking space Streamline	Four security guards are provided for Streamlining the parking facilities provided by the college. Students are issued vehicle passes for parking their vehicles inside the campus.
Retreat for Catholic Students	Mass are organized for the catholic students on the occasion of Founders Day celebrations, St. Ignatius Loyola Birthday Celebrations, Good

	Friday and for Christmas.
Installation of sanitary napkin vending machine	Sanitary napkin vending machine was installed in the Girls Common Room
Initiatives to keep Campus Clean	Everyday cleaning of the campus is done by the appointed staff and waste bins are placed at required places for waste management.
Improving office administration and shifting to paperless office	The college promotes the concept of paperless office and hence many of the functions are now automated. The admit cards for end semester exams are uploaded to the college website. Students are directed to download the same before the exams. The marks of the students are displayed on the website including their attendance; only final composite mark sheet is issued to them. The website is upgraded for regular notices and information to the students. The entire admission process is paperless.
Computer Literacy in Campus	The college now has 583 computers, 12 labs, 626 computers with internet connection, 10 computer centres and 1 browsing centre.
Starting of new Courses	No new course was started during this session
Increase student Computer Ratio	New computers were purchased
Providing Student ID and internet password on demand	Student ID and Passwords to use the campus Wi-Fi internet facilities are extended to the students on demand.
More classrooms with LCD projectors	All classrooms are equipped with LCD projectors.
Updating Computers	125 computers were updated with internet connection.
Data Management	An indigenous Data management software is developed by the computer professionals of the college which stores information regarding all the students, their marks details, registration details, and relevant information about faculty.
Meeting with stakeholders	31 meetings with various stakeholders were

	held.
Healthcare for students	There is an in-house clinic to meet with unexpected contingencies.
Alumni association (Departmental level)	Could not be done.
Implementation of ERP/MIS	The college has indigenously built software for admissions, examinations, attendance monitoring and fees collection.
Increasing Linkages	04 new linkages could be established during this year.
Doctor on Campus	A doctor is available every day between 10am and 11 am in the college clinic.
Academic Audit	Academic Audit was planned but due to unavoidable circumstances it could not be done.
C. De Brouwer Lectures	<p>1. Dr. Mukesh Kumar, Post Doctoral Research Fellow, Harvard University delivered a lecture on the topic 'MS Western: Absolute Quantification of Protein to understand the interplay between Proteins – Lipids/DNA'</p> <p>2. Ms. Shradhha Kerkekta, DSP delivered a lecture on 'Cyber Crime and Ethical Hacking'</p> <p>3. Mr. Saurabh Kumar and Mr. Bibhuti Kumar from Cyber Crime Cell, Government of Jharkhand explained the nuances of Cyber Crime and Ethical Hacking.</p>
Gender Sensitization	Women's Cell conducted several programmes and counselling sessions to cater to the needs of women students.
Efforts to make campus green and eco-friendly	100 kva roof top solar panel was installed
Formation of ICC	Done.
More washrooms for girls students	04 new toilets were constructed.
Facelift of boys washrooms	Done.

Installation of new server	Done.
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** 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

NA

Part – B

Criterion – I

I. 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	NA	00	NA	NA
PG	09	00	09	02
UG	32	03	19	16
PG Diploma	00	00	00	00
Advanced Diploma	03	00	03	03
Diploma	03	00	03	03
Certificate	03	00	03	03
Others	00	00	00	00
Total	50	03	37	27
Interdisciplinary	06	01	06	06
Innovative				

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

Pattern	Number of programmes
Semester	50
Trimester	
Annual	

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.

The curricula in the following programmes were revised.

1. B Com Hons
2. BA History Hons
3. BSc Mathematics Hons
4. BSc Statistics Hons
5. BSc Zoology Hons
6. BSc Geology Hons
7. BBA Hons
8. BA English Language and Literature Hons
9. BEd
10. MA English
11. M Com

2. All the programmes, except MCA, would be in accordance with UGC- CBCS syllabus. This was approved by the Academic Council.

The syllabi were designed with a view to initiate:

- New methodology
- Project/research/experience based module
- Computer based module
- Extension/ inter disciplinary/ internship oriented
- Inculcate values leading to personal growth.
- More skills
- To develop critical thinking
- Emphasis on self-learning.
- To orient students towards industry/ stakeholders
- Knowledge that is relevant and modern by introducing new topics
- To benefit students from all backgrounds
- To sensitize students towards national and gender issues to make them conscientious citizens.
- Foster global vision/ global citizenship

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

No new department was started during this academic year.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

	Total sanctioned from govt. 102		Asst. Professors		Associate Professors		Professors		Others
	Govt.	Mgmt.	Govt.	Mgmt.	Govt.	Mgmt.	Govt.	Mgmt.	
Serving	53	52	38	52	15	00	00	00	01

* Associate Professors : On the basis of promotions through CAS.

2.2 No. of permanent faculty with Ph.D.

61

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
02+		Nil	02**	Nil		01			

* Post Created by Management

** Retired

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest Visiting Contract

44*

50

03

* 06 Guest faculty were upgraded to Management appointed posts

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	04	04	00
Presented papers	08	03	00
Resource Persons	01	02	00

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

- Continuous Internal Assessment
- Class room seminar, Quiz, viva, class tests and assignments for students
- Student feedback from final year students
- Internship
- Industrial visits and field trips
- Regular monitoring of students' attendance
- Academic and infrastructure expansion
- Promotion of co-curricular and extra-curricular activities
- Placement
- Students' Counselling for different purposes
- Remedial Classes
- Micro Teaching and Block Teaching
- Soft skills and value added courses in communicative English and business correspondence
- Fr.C.DeBrouwer lecture series
- Allocation of library hours and academic activity days for students.
- Mentoring system for the students
- Use of smart boards and LCD in teaching learning

2.7 Total No. of actual teaching days
During this academic year

171

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

- Faculty members are allowed to opt for viva, presentation etc as mode of examination in the case of internal evaluation of certain section
- Grading of students performance using CGPA is in place
- Class tests, quiz, viva-voce, seminar, comprehension (listening and reading), problem solving, group discussion, field visit, essay writing, library record, case study, were conducted by various departments as innovative teaching methods
- Assignment questions are given to the students towards unguided learning process and exams are conducted to access the ability of the students in solving those assignments.
- Coding system of answer books for end semester exams is in place since 2009.

2.9 No. of faculty members involved in curriculum
restructuring/revision/syllabus development

100%

100%

100%

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

90.17 %

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Bio – Tec	57	19	70	00	00	89
Botany	54	35	52	00	00	87
Chemistry	48	35	38	00	00	73
Geology	55	27	27	00	00	55
Maths	75	43	40	03	00	85
Physics	49	24	37	02	00	63
Zoology	46	20	74	00	00	93
Economics	110	05	71	13	00	89
English	94	00	30	57	00	87
Geography	131	00	70	15	00	85
Hindi	178	00	48	44	00	92
History	103	00	41	38	00	79
Pol. Science	141	00	43	47	00	89
Accounts	846	14	73	02	00	89
BBA	71	01	83	11	00	96
BFMO	53	08	75	11	00	94
BRM	53	13	53	30	00	96
COMP. APPL	46	35	57	00	00	91
INFO. TECH.	50	14	66	00	00	80
ELL	48	00	38	56	00	94
BJMC	58	02	86	02	00	90
Adv. & Marketing	50	08	54	08	00	70
OMSP	50	06	68	22	00	96
Banking & Insurance	47	06	64	15	00	85
B.Ed	96	60	39	00	00	99
M.Com	130	59	38	00	00	98
MA Hindi	103	00	83	10	00	92
MA English	64	00	22	59	00	81
M. A Pol Science	42	02	76	07	00	86
M.A Economics	40	03	55	08	00	65
M.A Geography	67	04	70	01	00	76
M.A History	29	03	76	10	00	90
M.J.M.C	13	00	77	00	00	77

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

- Feedback from students and faculty are taken on regular basis
- Monitoring of activities of different departments through meeting of heads of departments.
- Use of ICT (Information and Communication Technology)
- Networked library
- Regular IQAC meetings are held and various issues are discussed
- Dissemination of information in the departmental meetings
- Dissemination of information from various committees such as exam committee, cultural committee etc.
- IQAC works towards establishing systems in place
- Worked towards building up institution by engaging staff
- Encourage and create facility for research and positive environment for academics
- Work towards setting up efficiency in the college
- Follow up grievances arising from evaluation of scripts/ general nature about student life on campus
- Emphasis on showing class test papers and display marks on the Notice Board

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	00
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	03
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	01
Others	02

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	08	Nil	Nil	Nil
Technical Staff	13	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

- The College has a Central Research Laboratory under the supervision of Dr. Sanjay Kumar. Through the research laboratory, many teachers from different departments pursue their research in different fields.
- Many Research Scholars are pursuing their PhD's under the guidance of different faculties of the College.
- Introduction courses in Research Methodology
- Introduction of dissertation paper in new curriculum
- To encourage faculty to undertake various research projects, PhD works and also to participate in national & international seminars and conferences
- Reaching out to each department to promote research activities among the faculty members.
- Talks and invited lectures were promoted.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

3.4 Details on research publications

	International	National	Others
Peer Review Journals	06	Nil	Nil
Non-Peer Review Journals	Nil	03	Nil
e-Journals	Nil	Nil	Nil
Conference proceedings	Nil	Nil	Nil

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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	Nil	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects <i>(other than compulsory by the University)</i>	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	Nil	Nil	Nil	Nil

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

Nil

ii) Without ISBN No.

02

3.8 No. of University Departments receiving funds from

UGC-SAP

CAS

DST-FIST

DPE

DBT Scheme/funds

3.9 For colleges

Autonomy

CPE

DBT Star Scheme

INSPIRE

CE

Any Other (specify)

3.10 Revenue generated through consultancy

Nil

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	Nil	01	Nil	Nil	Nil
Sponsoring agencies		Department			

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

03

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.18 No. of faculty from the Institution who are PhD Guides
and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level	71	State level	60
National level	10	International level	Nil

3.23 No. of Awards won in NSS:

University level	Nil	State level	Nil
National level	Nil	International level	Nil

3.24 No. of Awards won in NCC:

University level	10	State level	01
National level	02	International level	Nil

3.25 No. of Extension activities organized

University forum	Nil	College forum	04
NCC	16	NSS	Nil
		Any other	84

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

Activities by Women's Cell of the college

1. Women's Health Awareness Program is organized regularly by Women's Cell in the college campus to create awareness about health, hygiene and cleanliness among students.
2. An orientation programme for female students of Semester I of all disciplines in all the departments was organized in the month of September 2017 and counselling was done on the following:
 - a. Behaviour towards male students, parents, teachers, and friends and health issues due to improper diet.
 - b. Discipline in the campus and college dress code.
 - c. Hygiene and sanitation in the college campus.
 - d. Safety outside the college.

- e. Restricted use of mobiles in the college campus.
3. Regular counselling sessions are organized throughout the academic session to solve problems related with sexual harassment and problems faced by girls in the college campus.
 4. Women health and hygiene camp was organized on 27th January 2018 under the guidance of Dr. Bharti Singh Raipat (Co-ordinator of Women's Cell, SXC) along with Capt. Dr. Priya Srivastava, Dr. Priyanka Saha at a primary school in Dugdugia, Khunti. The health camp and counselling was performed by Dr. Simmy Mahesh (Gynaecologist) and Project Manager Mr. K. Shrinivas. The students of St. Xavier's College took active participation in helping the team of FPAI in carrying out the health camp for routine checkup of the females and blood group. Sanitary pads were also distributed. The students also participated in the interactive session lead by women counsellor Mrs. Sharmila Baraik, Mr. Manoj Kumar and Mr. Pipas Kumar also accompanied the students.
 5. A health camp was organized on 08th March 2018 on International Women's Day in Dugdugia village of Khunti. Dr. Simmy Mahesh of Family Planning Association of India provided free consultation about family planning, women health and hygiene to the women assembled in the camp. Sanitary napkins, several pills of Iron and Calcium were also distributed among women. A Health Hygiene and check-up center was also opened by Family Planning Association of India, Khunti and Rameshwaram group and was inaugurated by Dr. Bharti Singh Raipat (Co-ordinator of Women's Cell, SXC) in the village for regular consultation to women of the village. Members of the women cell SXC, Dr. Priya Srivastava, Dr. Priyanka Saha were present at the occasion. Project manager Shri Srinivas briefed about facilities available at FPI. Ms. Sharmila and Ms. Alka did counselling of the women. The FPI members Ashish, Jitender, Shishir, Pramod and Project peer educators actively participated in the camp.

Activities of Eco Task Force

1. Plantation Drive at Jagannath Temple Premises, Ranchi on Sunday, 5th August, 2018 and 100 saplings were planted.
2. **Paryavaran Mela: Audrey House: 29 May - 5 June.**
3. Plantation Drive: Govt High School, Boreya, Kanke, Ranchi on 15th July, 2018
A plantation drive was organized by the Eco Task Force, Department of Zoology, St. Xavier's College, Ranchi. Approximately 100 saplings of teak, neem, mango, jamun, shesham, peepal, kadamb, jackfruit, karanj etc. were planted in the school campus.
4. World wetland day celebrated, 2nd February, 2018
World Wetland Day was celebrated in the department on 2nd February, 2018. Various competitions such as Poster making, Photography, Speech and Quiz Competitions were held during the event.

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	12.10 acres	-	Mgmt. Fund	12.10 acres
Class rooms	77	2	Mgmt. Fund	79
Laboratories	31	01	Mgmt. Fund	32
Seminar Halls	08	01	Mgmt. Fund	09
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	NA	NA	NA	NA
Value of the equipment purchased during the year (Rs. in Lakhs)	1,993,002	3473420	Mgmt. Fund	
Others	1,944,631	712,705	Mgmt. Fund/CPE	
	47	06	Mgmt. Fund	53

4.2 Computerization of administration and library

- Alice for window software procured for library. 15 computers are connected with LAN facilities.
- SAGE Database – DDC method of classification and AACR2 method for cataloguing is maintained.
- KOHA software for Research Centre

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	159994	2,76,16,245.00	1249	6,94,688.00	161243	2,83,10,933.00
Reference Books	3188	17,01,707.00	53	73,073.00	3241	17,74,780.00
e-Books	--	--				
Journals	115	1,58,430.00	03	10,935.00	118	1,69,365.00
e-Journals	18	48,848.00			18	54,000.00
Digital Database	1	5,725.00			01	5,725.00
CD & Video	--	--				
Others (specify)	--	--				

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	851	560	626		10	41	29	20
Added	02	00	00		00	00	00	00
Total	853	560	626		10	41	29	20

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

- Internet Access to all Machines with 45 mbps leased line
- The college provides computers, internet access to teachers and students
- Wi fi facility in the entire campus including Computer Centre, Staff Room and Conference Room
- User id and log in password provided to all faculty members and to students on request
- CCTV Surveillance system in the campus.
- Extension of Audio-visual system to all classrooms.
- Dedicated Web-server, run and maintained by the college.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1154495.00
ii) Campus Infrastructure and facilities	708036.70
iii) Equipments	3473420.00
iv) Others	11258798.00
Total :	16,594,749.70

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- An orientation programme for first year students is held on the first day of the Academic session
- Meeting with class representatives are held with the Principal and Dean Students' Welfare on regular intervals
- Regular notices on the notice boards and on college website regarding examination reforms.
- General assembly for all the students to make them aware of latest developments.

5.2 Efforts made by the institution for tracking the progression

- Inclusion of external resource persons in BoS& IQAC
- Continuous Internal Assessment (CIA)
- Remedial & Tutorial classes are held for slow learners.
- Mentoring system is in practice
- Review of exam result
- Progression in student support service is tracked through
- Alumni membership
- Personal contact-with ex students
- Meetings with Stakeholders

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
8606	1130	00	00

(b) No. of students outside the state

1186

(c) No. of international students

Nil

	No	%		No	%
Men	4327	44.44	Women	5409	55.56

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3577	438	3458	378	--	9578	3963	464	3214	2528	04	10173

Demand ratio U.G 4.98

Demand ratio P.G.2.42

Dropout % 5.15

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

The college does not provide coaching facilities to the students for competitive exams.

No. of students beneficiaries

5.5 No. Of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

- There is a separate counseling cell for students.
- Staff make themselves available on campus for the mentoring and guidance of students in need of counseling.
- There is separate Placement Cell, which looks after the placement and provides proper guidance for the future prospective students.
- Career counseling by faculty members and professionals (also ex-students)
- Regular counselling is provided to women students by the Women's Cell of the college

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>		<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
18	1033	211	NA

5.8 Details of gender sensitization programmes

St. Xavier's College Women's Cell has been actively engaged in conducting various programmes to create awareness among the students with regard to issues pertaining to gender equality and women empowerment.

Nukkad Natak (Street Plays) are held regularly in the campus by students on various social issues.

Road shows were also held by students of some departments of the college to promote gender sensitization programmes.

5.9 Students Activities

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

State/ University level National level
 International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	Nil	Nil
Financial support from government	3059	6,81,62,875.00
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

ROTARACT -

JULY 2017

- a. Members participated in the Mega Blood Donation Camp on 01st July.
- b. Nine members attended 31st Annual District Assembly – DASTOOR hosted by Rotaract Club of Muzzafarpur on 02nd July.
- c. Recruitment cum Interview process organized on 09th July in Rotary Hall, Ranchi.
- d. One unit blood was arranged on 07th July at RIMS, Ranchi for the needy.
- e. Rtr. Antara Bhattacharjee, member got 03rd position in an online essay writing competition organized by Rotaract Club of Synergy, a campaign by Rotaract Club of N M College, Mumbai for International Malala Day.
- f. A Mega project on International Malala Day was organized on 13th July at Chotanagpur Girls High School, Tharpakhna.
- g. Attended the Installation Ceremony of RAC of Ranchi city on 16th July.
- h. Participated in the 01st District Project – “Paper Bag Promotion” on 21st July.
- i. Fourth Installation Ceremony of 2017-18 was organized on 23rd July.
- j. Distribution of food to the nearby people in and around Big Bazaar on 23rd July.
- k. Attended the Rotary-Rotaract Meeting on 27th July along with other club.

AUGUST 2017

- a. A Blood Donation Camp was organized on 02nd August at St. Xavier's College, Ranchi.
- b. Registration Desk was set up from 01st to 05th August in the college premises for new enrolment.
- c. Independence Day celebration at our adopted school, Rajkiyakrit Madhya Vidyalaya, Tharpakhna on 15th August.
- d. Participated in the Paper Bag Project (Rally) on 15th August along with the other Rotaract Clubs of Ranchi in the presence of our DRR and DRS.
- e. Attended the DRR Official Club Visit (OCV) on 15th August in Rotary Hall.
- f. Participated in Rotary Gift of Life Project 1 on 20th August organized by Rotary Club of Ranchi City in collaboration with Rotaract Clubs of Ranchi.
- g. Interview Session 2 was organized for new candidates on 27th August after the process of form selection.
- h. Participated in Rotary Gift of life – Day 2 on 28th August in collaboration with Rotary Club of Ranchi and other Rotaract Clubs of Ranchi.
- i. Our Past President Rtr. Ashish Kumar volunteered at Blood Donation Camp on 01st August at Sri Ram College of Commerce, Delhi University, North Campus.
- j. Provided three Blood Donor Card on 10th August for the patient who was in need of the blood.
- k. Attended the Installation Ceremony of RACICWAI on 13th August.
- l. Received appreciation for our member Rtr. Vivek Pandey on 27th August for photography competition.

September 2017

- a. Collected Rs 57,500/- within 3-4 days to contribute for Abhishek Kumar, a student of St. Xavier's College Ranchi who met with a major accident on 25th August.
- b. Online Interview was conducted and coordinated by IPP Rtr. Ashish Kumar on 09th and 10th September which was the final level of our recruitment process.

- c. Orientation Ceremony was organized on 17th September for the new members at Rotary Hall.
- d. Soft Skill Development seminar was organized in collaboration with Rotary Club of Ranchi on 17th September.
- e. Members volunteered at Star Sports VIVO Pro-Kabaddi Session 5 held at Khelgaon, Ranchi.

October 2017

- a. Swachta Rally and Awareness Program was organized at our adopted school "Rajkiyakrit Madhya VidyalayaTharpakhna" on 02nd October.
- b. Diwali Celebration Party was organized at Senior Citizen Home, ArogyaBhawan, DAV Nandraj, Bariatu on 14th October.
- c. Letterhead Exchange was executed with Rotaract Club of Karim City College, Jamshedpur on 26th October.
- d. Participation in Swacch Bharat Rotabhiyan organized by Rotaract Club of MeghnadSaha Institution of Technology on 08th October.

November 2017

- a. Annual Sports meet Khelkud 2.0 was organized to celebrate Children's Day in the adopted school Rajkiyakrit Madhya Vidyalaya, Tharpakhna on 14th November.
- b. Mega Medical Campaign, in association with St. Xavier's College Ranchi committee initiated to start a medical campaign named Bache DawaiBachen on 13th November.
- c. JUGAAD DESK installed in front of college auditorium for the project JUGAAD from 13th November to 18th November for collection of Old Clothes.
- d. JOHAR Quiz, on the occasion of Jharkhand Foundation Day was conducted online on 15th of November.
- e. A total of 25 donar cards were provided to RIMS.

December 2017

- a. Bagless School – Inauguration of renovated government school, Rajkiyakrit Madhya Vidyalaya, Tharpakhna sponsored by DhirtmaanAbilizing Infinity Foundation of Mumbai on 06th December.
- b. On 08th December 2017, Head of Income Tax Department, Commissioner of Jharkhand, Mr. Rakesh Suri along with his wife visited the adopted school Rajkiyakrit Madhya Vidyalaya, Tharpakhna.
- c. ORCHID RUN FOR HEART MARATHON was organized in association with Orchid Hospital, Ranchi on 10th December at Morabadi Ground, Ranchi.
- d. The club represented in Cultural Program in college for welcoming UGC team on 13th December.
- e. Volunteered for parent club, Rotary Club of Ranchi on 19th December in organising Inter School Wildlife Quiz Competition by Saevus in Rotary Hall sponsored by Skybags.
- f. Christmas Celebration with children of adopted school Rajkiyakrit Madhya Vidyalaya, Tharpakhna with the help of our St. Xavier's College, Ranchi management on 22nd December.

January 2018

- a. SPORTARACT 2.0 was organized in collaboration with Rotaract Club of Social Revolution in JAP Ground on 13th – 14th January.

- b. Under Medical Campaign – BachiDawaiBachayein, medicine boses set up in three more schools, St. Assisi High School, St. Anne’s High School and JVM Shyamali on 18th January.
- c. Republic Day celebration at adopted school Rajkiyakrit Madhya Vidyalaya, Tharpakhna was conducted on 26th of January.
- d. Collaborated with Yoga Gurukul, Taiwan and Yoga Light, Macau in organizing their Yoga Cultural Program and Graduation Ceremony on 26th January in Rotary Hall.

February 2018

- a. Felicitation for volunteering for POLIO DRIVE Project of Rotary Ranchi in Rotary Hall on 01st February.
- b. Medical Stall set up for the Convocation Day 2018 on 06th February promoting Mega Medicine Campaign – BachiDawaiBachayein in collaboration with the college committee.
- c. Installed Stall at College Fest from 07th – 09th February for selling handmade chocolates and cakes and the profit was used on charity wouks.
- d. Attended certificate distribution ceremony for volunteering in POLIO DRIVE conducted by Parent Club – Rotary Club of Ranchi on 15th August.
- e. 02nd Recruitment Desk was set from 15th – 21st February for induction of new members.
- f. Under Shiksha Project, members went to adopted school of our club - Rajkiyakrit Madhya Vidyalaya, Tharpakhna and taught students different subjects on 18th, 26th, 27th, and 28th February.
- g. Charter Day celebration along with executing Project Jugaad, distribution of collected clothes near Kali Mandir area on 22nd February.
- h. Charter Day Party held on 25th February after the interview session was over.
- i. Holi celebrated at adopted school - Rajkiyakrit Madhya Vidyalaya, Tharpakhna on 28th February with gulaal.

March 2018

- a. Welcoming of new members selected from the second recruitment session on 10th March.
- b. Under Shiksha Project a badminton court is successfully constructed at the adopted school Rajkiyakrit Madhya Vidyalaya, Tharpakhna on 14th March.
- c. Mahadaan 3.0 – Mega Blood Donation Camp was organized in College premises on 16th March in collaboration with RIMS, Ranchi.
- d. Donation of Platelets by Rtr. UnangParashrampurua to the needy person at Medica Hospital, Bariatu on 16th March.
- e. Donating blood at camp at SevaSadan Hospital organized by Rotaract Club of Ranchi City by Rtr. Aryan Mishra on 18th March.
- f. Blood donation by Rtr. Rahul Thakur in Giridih to a needy person on 28th March.
- g. Qualifying for Happy School Award for District 3250 on 30th March.

April 2018

- a. Desk for Udaan was set up in-front of the college auditorium for the registration and promotion of future event Udaanform 03rd to 06th April.
- b. Udaan, an annual event on Women Empowerment was organized on 08th April in collaboration with the Women’s Cell of the college.

- c. Sari Distribution to all the non-teaching female staffs of the college was organized on 11th April in the presence of the Principal, Dr. Fr. N. Tete.
- d. SwacchtaAbhiyaan – A cleanliness drive was organized in the college premises on 17th April.
- e. Volunteered at Blood Donation Camp at Gurunanak Home for Handicapped Children in collaboration with RIMS, Ranchi on 20th April.
- f. Marathon – Run for Yourself was organized on the occasion of World Earth Day on 22nd April in collaboration with Apna Institute.
- g. Medicine Boxes were set up at St. Paul’s School, DAV, Gandhinagar, St. Anthony’s School, and DAV, Nandraj and DAV, Bariyatu under Medicine Campaign.
- h. Under Shiksha Project 28 classes were organized in the adopted school Rajkiyakrit Madhya Vidyalaya, Tharpakhna in the month of April.

May 2018

- a. Our adopted school Rajkiyakrit Madhya Vidyalaya, Tharpakhna was successful in completing and fulfilling all the criteria required to qualify for a Happy School on 24th May.
- b. Memento was presented to Dr. Fr. N. Tete on 31st May on the occasion of his Farewell Ceremony.

June 2018

- a. A project – “Tree Plantation with a Goal – Each one Plant one” was conducted from 05th June to 26th June on the occasion of World Environment Day.
- b. Paper soaps were distributed in the village Boreya, near Morabadi to spread awareness about cleanliness on 06th June.
- c. Members helped in cleaning the adopted school Rajkiyakrit Madhya Vidyalaya, Tharpakhna’s library and also watered the plants in the school premises on 17th June.
- d. International Yoga Day was celebrated in the premises of our adopted school Rajkiyakrit Madhya Vidyalaya, Tharpakhna on 21st June.
- e. Won the ROAR Award in the category of the People’s choice award for community service for medicine campaign – BachiDawaiBachayen.
- f. Eight members attended the Rotary Peace Fellowship Seminar of Rotary District Seminar RID 3250 on 23rd June at Chanakya BNR Hotel, Ranchi.
- g. Rtr. Vivek Pandey won the second position in the photography contest organized by Rotaract Club of Mumbai, Juhu Beach.
- h. Rtr. Harsh Mittal donated blood at Santevita Hospital, Ranchi on 09th June.
- i. Rtr. Rani Kumari secured the first position in the writing contest on 22nd June.

5.13 Major grievances of students (if any) redressed: _____

The Students’ Grievance Cell was formed in 2009. The cell is vested with the authority to arbitrate any type of grievances raised by the students of the College. The committee members of Grievances Redressal Cell (GRC) examine the complaint and recommend the case, if necessary, to the Principal. The Principal is the final authority to take action. The college also formed an Internal Complaints Committee to look into complaints and issues of all the students.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION:

To create a class of intellectually, morally and spiritually sound and committed citizens, who will become a human resource of high calibre, to cater to the needs of the society and the country as a whole in accordance with our motto 'Lucens et Ardens', which means 'spreading light and glowing bright.

MISSION OF THE COLLEGE:

- To accord priority to the education of Catholic as well as Scheduled Tribe and Scheduled Caste students
- To appreciate and respect all faiths , foster self and community development and promote religious harmony leading to national integration
- To create a teaching - learning environment conducive to the pursuit of higher knowledge, relevant skills and experience
- To include new developments in education into the curriculum so as to promote academic advancement leading to national development
- To promote awareness on ecological and environmental issues
- To effect changes in the curriculum with information and communication technology
- To develop skilled personnel through vocational and entrepreneurial education
- To create research environment which can lead to consultancy and extension
- To sensitize the students on socio-economic issues (emphasizing on gender and human rights) by including related topics into the curriculum, and through co-curricular activities

6.2 Does the Institution has a management Information System

Yes,

1. Administrative procedures.
2. Student admission
3. Student records
4. Evaluation and examination procedures
5. Student Feedback
6. Library
7. Fee Collection
8. College website for details regarding news and events.

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

6.3.1 Curriculum Development

- The college has adopted CBCS from 2015 following the UGC guidelines for curriculum reform.
 - Curriculum restructuring is a continuous process.
 - While restructuring, feedback from all stakeholders are analyzed and appropriate actions are taken for improvement.
 - Consultations with academic and industry experts on curriculum improvement and relevance of programmes is sought to ensure quality education.
 - Multi skill development programmes help in employability. Training through internship, project work, Career Oriented Programmes and participation in various society activities help to develop leadership skill and competence.
 - Every year the BoS of each department decides on the exigencies of syllabus restructuring. Relevant changes are incorporated and the new improved curriculum is then placed in the Academic Council for approval. Henceforth the new curriculum is implemented in the next academic session.
 - At the end of three years, with feedback from stakeholders and the experience gained during the three years, the BOS of every department undertakes a thorough revision of the syllabi to make it contemporary and more relevant.
-
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 - At the end of three years, with feedback from stakeholders and the experience gained during the three years, the BOS of every department undertakes a thorough revision of the syllabi to make it contemporary and more relevant.

6.3.2 Teaching and Learning *See minutes of Academic Council*

With respect to teaching and learning the following initiatives have been undertaken in 2017-18 :

- Most of the departments agreed upon continuing with the same curriculum introduced in 2015. However some modifications were made in the following courses.
 - BCom Accounts
 - BA (History)
 - BSc (Maths)
 - BSc (Statistics)
 - BSc (Zoology) BSc(Geology)
 - MA English
 - MCom
 - BBA
 - English Language and Literature
 - BEd
- A new Academic Manual for UG science and MCA was adopted.
- Students of Science stream can opt for more than one Generic Elective course
The goals are:
 - i. To make teaching and learning more suited to the need of the semester system
 - ii. To modularize syllabus and spell out the course objectives
 - iii. To facilitate transition from the traditional to the modern curriculum of Choice Based Credit System (CBCS)
 - iv. To allow for eligibility in various entrance examinations like JAM.
- It was decided that the system of conducting supplementary examinations be discontinued from June 2018 as it was not in consonance with the university examination rules. However students of the current academic year 2017 will continue to the benefit of taking supplementary examinations.

6.3.3 Examination and Evaluation

From the inception of autonomy, we have been introducing changes in the teaching, learning and evaluation practices to bring these in alignment with the mission and vision of our institution.

- New Examination committee came in to existence under the autonomous system
- Bar Coding of scripts and dummy numbering was carried out
- The 30:70 system of evaluation was implemented in accordance with UGC CBCS curriculum for humanities and commerce. The 30:70 system was reworked for Science Faculty keeping in mind, the importance of weightage in theory, practicals and assignments and stands as 50:25:25 for endsem, midsem and practicals respectively.
- Various BoS, Academic Council were constituted and meetings were convened

6.3.4 Research and Development

The various steps taken to encourage research by the faculty are: -

- The College has created a Research Centre called **Xavier Research Centre** for Research. The vision of the Centre is to encourage inter-departmental collaboration and nurture and develop a culture of research within the College. The College also established a **Tribal Research Centre**. The primary objective is to carry out research in local languages such as Mundari, Kurukh, Santali, Ho and Kharia. Five research associates have been appointed for this purpose.
- The following bi-annual (Jan & July) journals are published by the research centre.

	Title	Language
i.	Marsal	Santali
ii.	Sarjom	Ho
iii.	Aeon	Mundari
iv.	TunjlongKharia	
v.	ChonhaAyanyaKurukh	

- The college has allocated seed money of 850,000.00 for the promotion of research.
- Faculty is encouraged to pursue and complete doctoral and post-doctoral work and to attend national/international conferences and seminars
- They are granted leave on duty for presenting papers in Seminars and Conferences.
- The College pays the registration fee and part of the travel costs for the same.
- Teachers/departments are encouraged to conduct seminars, conferences and workshops.
- Central Research Facility has been set up for the science departments.
- Teachers are encouraged to undertake major and minor research projects from UGC/CSIR/DST and publish papers in research journals.
- Subscription to research journals, both print and online
- Yearly publication of – the College research journal named Xavier Research Journal(English)

6.3.5 Library, ICT and physical infrastructure / instrumentation

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	159994	2,76,16,245.00	1249	6,94,688.00	161243	2,83,10,933.00
Reference Books	3188	17,01,707.00	53	73,073.00	3241	17,74,780.00
e-Books	--	--				
Journals	115	1,58,430.00	03	10,935.00	118	1,69,365.00
e-Journals	18	48,848.00			18	54,000.00
Digital Database	1	5,725.00			01	5,725.00
CD & Video	--	--				
Others (specify)	--	--				

- Additional equipments accounting for 34,73,420 lakhs were added to the labs.
- Rs. 7,08,036.70 were spent on campus maintenance.
- RS. 37,96,038 was spent on extracurricular activities.
- Rs. 778,696 was spent on library

6.3.6 Human Resource Management

- The college follows the eligibility criteria laid down by UGC and adopted by the State government in the process of recruitment of teachers, while safeguarding the minority rights.
- Reservation policy, as laid down by government of Jharkhand, is applicable in admissions.
- The college never compromises with merit, expertise and quality.
- The college maintains a healthy professional environment.
- Earned leave is given to the faculty who are deployed during vacations.
- The Principal is always available to discuss the problems of staff.

6.3.7 Faculty and Staff recruitment

- The college follows the eligibility criteria laid down by UGC and adopted by the State government in the process of recruitment of teachers, while safeguarding the minority rights
- The college appoints teaching and non-teaching staff in addition to sanctioned strength to meet institutional requirements for better services.
- The college has sanctioned faculty strength of 101 plus 01 principal.
- Some sanctioned post are vacant in those subjects which are not in demand by students. An application is pending with the government for the rationalization of posts so that the vacant posts may be shifted to those courses where the demand is higher.
- Vacant positions were filled by appointing new faculty on substantive posts after the retirement of teachers.
- The college also creates management posts and appoints faculty as per eligibility criteria laid down by UGC and adopted by the State government
- In order to improve student teacher ratio, 11 new staff members were recruited by the management after advertisement and interviews.
- Peons and clerks were also appointed to take care of the increased work load.
- Examination section added with more staff members

6.3.8 Industry Interaction / Collaboration

The following memoranda of understanding were signed between St. Xavier's College and

- NSE Academy Ltd dated 29th November 2017
- National Institute of Securities markets dated 23rd February 2018
- BSE Institute Ltd. dated 23rd March 2018

6.3.9 Admission of Students

- 16318 students applied for 3450 UG seats and 1826 students applied for 600 PG seats in the College.
- Admission was given to 3271 students in UG courses and 515 students in PG courses as per the existing rules for admission prescribed by the Government of Jharkhand.
- Students have to submit forms online. They are selected on the basis of an MCQ entrance test. Some departments opt for a subjective exam and interview based selection in addition to the MCQ exam.
- The entire process functions on a centralized data-base management system.

6.4 Welfare schemes for

Teaching	Medical Insurance Scheme in which the college contributes 50% of the premium amount while the rest is borne by the faculty. Group Insurance Scheme for the employees of the college.
Non teaching	ESIC Loans are given for non teaching staff whenever emergency arises.
Students	Clinic and Doctor on Campus

6.5 Total corpus fund generated

65,995,233

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	NA	No	NA
Administrative	No	NA	No	✓ NA

6.8 Does the University/ Autonomous College declares 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?

- Apart from the reforms established in 2014-15, College introduced, dummy coding of scripts before it is sent for evaluation
- All answer sheets are barcoded and, masking of answer sheets is done to maintain anonymity of candidates
- Gracing in the examination: Students are entitled to 01 grace mark per semester if they happen to fail by that margin. The Examination board is vested with the power to award 01 grace mark to the affected student
- Students are allowed to apply for Scrutiny if they are dissatisfied with their marks. They have to pay a nominal fee for the same.
- Students can be promoted conditionally, with carry papers, provided they clear at least 50% of core and 50 % of Generic Elective papers completed up to that semester.

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

- The parent university has always been supportive towards autonomous colleges.
- It sends its representatives to various administrative and academic bodies.
- All the students are registered under Ranchi University.
- The Vice chancellor signs on all the degrees of the students of the college.
- Students opting for higher courses in Ranchi University are not required to re-register under Ranchi University.

6.11 Activities and support from the Alumni Association

- Alumni meet in the month of December every year.
- Tree Plantation Projects undertaken.
- Participation in college events

6.12 Activities and support from the Parent – Teacher Association

There is no established Parent –Teacher association in the College.

6.13 Development programmes for support staff

No development programme for support staff was conducted during the current year.

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

- Solar lighting has been installed in the campus
- Roof top solar panels of 100 kva capacity were installed to make the campus energy reliant
- More trees have been planted on campus
- Waste boxes were installed in the campus
- Rain water management and harvesting initiatives have been taken
- In house nursery for nurturing plants
- The ambience of the college is improved with the placing of flower pots at numerous places.
- A Composter and an Incinerator were purchased for waste management

Criterion – VII

7. Innovations and Best Practices

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

- 11 new teachers were appointed to improve student teacher ratio and to ensure better implantation of CBCS programme
- To promote research the college allocated a sum of Rs. 15,000,00.00 for the current year (for start up project Rs. 500,000.00; for publications of articles Rs. 150,000.00; to attend conferences and seminars Rs. 200,000.00; to organise seminars and conferences Rs. 500,00.00; for journal subscription Rs.150,000.00 and for maintenance of research equipments Rs. 100,00.00
- To promote linkages the college allocated Rs. 350,000.00
- Rs.200,000 was allocated towards placement cell expenses

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

As per 2.15

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

- Students' clubs like ROTARACT were encouraged to undertake educational social responsibility, under which a scheme of collecting and donating unused medicines was started.

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

7.4 Contribution to environmental awareness / protection

1. Installation of 100 kva solar panel towards making the campus green
2. Installation of composter and incinerator for better waste management

7.5 Whether environmental audit was conducted?

Yes

No

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

Strengths

Communication network is good
Circular relationship among staff members as well as students.
The campus is very clean and green.
There is harmony between staff and students
Extracurricular activities and Sports events are conducted regularly for all round and holistic development of the students.
Good canteen facilities. There are five small and large canteens to cater to the needs of all students.
High academic standards are maintained to foster global competencies in the students.
Spirit of national integration is instilled by organizing events such as Patriotic Song Competition.

Weakness

The college does not provide financial assistance to students or research grants to faculty.
Restricted timings for library usage.
Sense of ownership needs to be nurtured further
Culture of appreciation need to be developed
Caring for 'not so good/ off the track' students and staff need to be done

Opportunities

Need to improve and fine tune student support systems
Need to focus on more collaborative way of organizing activities
Need to improve student – teacher ratio
Alumni association needs to be strengthened
Need to improve campus security
Developing more cooperation and familiarity

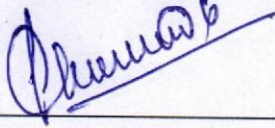
Threats

Lack of motivation amongst Faculty due to absence of promotional policies by the Department of Higher and Technical Education, Jharkhand.
Absence of service conditions for Staff appointed by Management.
Lack of library usage
Lack of follow up and action taken

8.Plans of institution for next year

- Introduction of LMS and promotion of ICT
- Academic Audit
- Strengthening of Feedback mechanism from all stakeholders
- Registration of Alumni Association
- More active involvement of stakeholders in college development.

Name Dr. Swarat Chaudhuri



Signature of the Coordinator, IQAC

Name: Dr. Fr. Emmanuel Barla s.j.



Signature of the Chairperson, IQAC

St Xavier's College (Autonomous)
Academic Calendar 2017-18

St. Xavier's College (Autonomous)
Proposed Academic Calendar
2017 – 2018

July 1 - 10: Admission Process for First Semester for U.G and P.G / Regular classes for rest of the semesters.

July 31: Feast of St. Ignatius of Loyala.

Aug 01 – 06: Inter Class Table Tennis Tournament.

Aug 14: Inter College Patriotic Song Competition

Aug 15: Independence Day Celebration.

Aug 16 – 31: Inter Class Football Tournament.

Sept 07 – 12: CIA 1 for U.G (For Semester I, III, V)

Sept 13 – 18: CIA 1 for P.G (For Semester I, III)

Sept 15 – 22: Inter Class Basket Ball Tournament.

Dec 01 – 22: End Semester Examination for U.G and P.G.

Dec 03: Feast of St. Francis Xavier.

Dec 23: Christmas Mass for Students.

Jan 16 – 28: Annual Sports Meet.

Jan 26: Republic Day Celebration.

Feb 06: Graduation Ceremony.

Feb 07 – 09: College Fest.

Feb 12: Annual Day.

March 04 –08: CIA 2 for U.G (For Semester II, IV, VI)

March 11 – 15: CIA 2 for P.G (For Semester II, IV)

April 05 – 13: Inter Class Volleyball Tournament.

May 01 –31: End Semester Examination for U.G and P.G.

College Holidays

15th August: Independence Day.

07th August: Last Monday of Sawan&Rakshabandhan.

14th August: SrikrishnaJanmastami.

25th August: Ganesh Chaturdashi.

01st – 02nd August: Eid-ul-Zoha& Karma Puja.

05th Sept: Anant Chaturdashi.

21st Sept: KalashSthapna.

25th Sept. – 22nd Nov: Durga Puja, Gandhi Jayanti, MurmaMela and Depawali.

04th Nov: Gurunanak Jayanti.

10th Nov: Cehellum.

14th – 15th Nov: Birsa Jayanti & Jharkhand SthapnaDiwas.

02nd Dec: Eid-E-MiladuNabi.

03rd Dec: Feast of St. Francis Xavier.

24th Dec – 2nd Jan: Christmas and Winter Holidays.

05th Jan: Guru Govind Singh Jayanti.

14th – 15th Jan: Makar Sankranti and TusuParab.

22nd – 23rd Jan: Basant Panchami &Netaji Subhash Chandra Bose Jayanti.

- 26th Jan: Republic Day.
- 31st Jan: Ravi Das Jayanti.
- 14th Feb: Mahasivratri.
- 01st – 05th March: Holi.
- 21st – 22nd March: Sarhul.
- 26th March: Ramnavami.
- 29th – 31st March: Mahavir Jayanti, Birth of Hazrat Ali& Good Friday.
- 02nd April: Easter Monday.
- 14th April: Ambedkar Jayanti.
- 23rd April: VirKuar Singh Jayanti.
- 30th April: Budh Purnima.
- 01st May: Sab-e-Barat.
- 15th – 16th May: Last Friday of Ramzan&Eid-ul-Fitar.
- 01st June – 30th June: Summer Vacation.

Analysis of Student (online) Feedback 2017-18

The IQAC conducted online feedback for the following during this period:

1. Student feedback to staff
2. Syllabus feedback

Methodology

1. Student feedback to staff was conducted online in college web site.
2. The result was summarized and given to all faculties as a softcopy by the end of the academic year for follow up.

I. ACHIEVEMENTS OF THE FACULTY

i. Paper Presented

Dr. N.V.A. Rao, Department of Zoology:

1. Presented a paper on “**Plagiarism and Predator Journals**” in OPENCON, 26th August, 2017.
2. Presented Invited lecture in International Conference on Advances in environmental and agricultural biotechnology- 2018. (22nd to 24th February, 2018).

Dr. Bharti Singh Raipat, Deptt. of Zoology:

3. Published a paper “**Bioremedial efficacy of Nostoc Carneum Agardh in Industrial Effluents treatment.**”, Journal of microbiology and experimentation, February 07th, 2018.
4. Published a paper entitled “**Analysis of noise pollution of some industrial and commercial hubs in Ranchi**” in the International Conference on advance in en environmental and agricultural biotechnology 2018 from 22nd to 24th February 2018.
5. Presentation on topic “**Comparative analysis of tannin contained in different brands of tea and its significance with special reference to youth**” in the international conference on advance in environmental and agricultural biotechnology 2018 form 22nd to 24th February, 2018, organized by the Dept. of Botany, St. Xavier’s College, Ranchi.

Prof. Nilima Jyotsna Toppo, Department of Education

6. Presented a poster on the topic “**The Mortality of Mosquito caused Due to The Effect of Wild Plant Leaf Extract.**” At the International Conference on Advances in Environmental and Biotechnology (ICAEA)-2018 held ar St. Xavier’s College, Ranchi from 22nd to 24th February 2018.

Dr. Manoj Kumar, Dept. of Zoology:

7. Published a paper on “Bioremedial efficacy of NostocCarneumAgardh in Industrial Effluents Treatment” in the Journal of Microbiology and Experimentation 6(1): 00182 DOI: 10.15406/jmen.2018.06.00182.
8. Published a paper on “Hepatoprotective activity of PunicaGranatum Leaf extract against carbon tetrachloride induced hepatotoxicity in rats” in BalneoResearch Journal 9(1): 24-27.

DOI: <http://dx.doi.org/10.12680/balneo.2018.166>

Prof. Rakesh Kumar Dixit, Dept. of Vocational & Management Studies:

9. Presented a paper titled “MSME – A Study on their Potentials and Prospects” in the 1stAriscom National Conference, organized by the Association for Research in Social Sciences, Commerce and Management, Ranchi, Jharkhand on 26th of November 2017.

Prof. Shakil Anwar Siddique, Dept. of Vocational & Management Studies:

10. Presented a paper titled “Perspectives on Business Policies, Strategy and Performance” in the 1stAriscom National Conference, organized by the Association for Research in Social Sciences, Commerce and Management, Ranchi, Jharkhand on 26th of November 2017.

ii. Seminar Attended (International):

Dr. Marcus Barla, Dept. of Economics:

1. Participated and presented a paper on “ The impact of environmental degradation and climate change on tribal economy: A study of Pleateau regions of Central India” in the 5th International Conference on Sustainable Development from 06th to 07thSeptember 2017, Rome, Italy.
2. Participated in International Conference on Advances in Environmental and Agricultural Biotechnology-2018, from 22nd to 24th February 2018.

Dr. Ashutosh Kumar Pandey, Dept. of Political Science:

3. Participated in an International seminar on Internal Changes in South Asia: Challenges and Opportunities, during April 20th – 21st April, 2017.

Dr. B.K. Sinha, Dept. of Political Science:

4. Participated in an International seminar on Internal Changes in South Asia: Challenges and Opportunities, during April 20th – 21st April, 2017.

iii. Seminar Attended (National):

1. Mr. Rakesh Kumar Dixit, Department of Vocational & Management Studies, participated in the National Seminar on “Cyber Security: Emerging Trends”, organized by the ICFAI University, Jharkhand, Ranchi, on 29th November 2017.
2. Prof. Gautam Rudra, Department of Vocational & Management Studies, participated in the National Seminar on “Cyber Security: Emerging Trends”, organized by the ICFAI University, Jharkhand, Ranchi, on 29th November 2017.
3. Prof. Shakil Anwar, Department of Vocational & Management Studies, participated in the National Seminar on “Cyber Security: Emerging Trends”, organized by the ICFAI University, Jharkhand, Ranchi on 29th November 2017.
4. Dr. S.N.Tiwary, Department of Physics has attended the national conference on “Advances in Spectroscopic Techniques and Materials (ASTM-2018) conducted during the period March 14-16, 2018 in the department of Applied Physics, Indian Institute of Technology (ISM) Dhanbad .

iv. Published Paper (With ISSN/ISBN number):

1. Dr. Nilima Jyotsna Toppo, Department of B.Ed has published a paper on “Adapting Innovation in Learning Resources for Effective Classroom Learning Environment” with ISSN 0973-239X with Impact Factor: 4.950.

v. **Orientation Program Attended:**

1. Prof. Jyoti Ignace Tete, Department of Commerce has participated in the UGC-Sponsored 87th Orientation Program and obtained Grade – A at UGC-Human Resource Development Centre, Ranchi University, Ranchi.
2. Prof. Ashutosh Kumar Pandey, Department of Political Science has participated in the UGC-Sponsored 87th Orientation Program and obtained Grade – A at UGC-Human Resource Development Centre, Ranchi University, Ranchi.
3. Prof. PappuMahto, Department of Mathematics & Statistics has participated in the UGC-Sponsored 91th Orientation Program and obtained Grade – A at UGC-Human Resource Development Centre, Ranchi University, Ranchi.

vi. **Ph.D Awarded:**

1. **Mr. Sanjay Kumar, Dept. of Physics** was conferred Doctor of Philosophy by Magadh University, Bodh-Gaya, on 11.09.2017. Topic of his thesis was 'A semiempirical study on the transport properties of CaSr and B2 at different temperature zone'.
2. **Mr. Ephrem Gerald Ba'a, Department of History** was awarded Ph.D. Degree from Ranchi University, Ranchi on 02-11-2017 and the title of the research is "Economic and Political History of the Kharias in India (1765 A.D to 2000 A.D)".
3. **Mr. Vinod Kumar Bilung, Department of Mathematics** was awarded Ph.D. Degree from B.R. Ambedkar Bihar University, Muzaffarpur on 14-12-2017. Topic of his thesis was 'Some Contributions to Operators in Hilbert Space and Equicontinuous spaces.'
4. **Mr. Shiv Shankar Prasad, Department of Biotechnology** was awarded Ph.D. Degree from National Institute of Technology, Dugrapur on 26-12-2017. Topic of his thesis was 'Bio-degradation and gio-decolorization of AZO DYE by Newly Isolated Microorganism Enterobacter Cloacae Strain SXCR'.

5. **Mr. Robert P Kujur, Department of Commerce** was awarded Ph.D Degree from Ranchi University, Ranchi on 29-05-2018. Topic of his thesis was 'The Role of Chotanagpur Catholic Mission CO-operative credit Society, Ranchi in Enhancing Socio Economic Status of Christian Tribals in South Chotanagpur Division'.
6. **Mr. Sandeep Chandra, Department of Geography** was awarded Ph.D Degree from Ranchi University, Ranchi on 09-08-2018. Topic of his thesis was 'Land use and Land cover changes in the mineral belt of Jharkhand. A case study of Ramgarh District (1992 to 2012)'.
7. **Sumit Kumar Roy, Dept. of Physics** completed his Ph.D. in commerce under the supervision of Dr. S.N. Singh on 29.05.2018. his topic was "Fabrication and Characterization of some Lead Free perovskite ferroelectric ceramics."
8. **Sushil Kumar Pandey, Dept of Chemistry** completed his Ph.D. in Chemistry under the supervision of Dr. H.O. Pandey on 29.05.2018. his topic was "Synthesis of novel Glycopolymers and their evaluation as Hydrogel".

vii. Workshop/Special Lecture/Recognition Details:

1. **Prof. Abhijit Dey, Department of BBA** has participated in a Two-Day Faculty Development Workshop on "Case Pedagogy as a Learning Tool", held on 24th – 25th November 2017 at Xavier Institute of Management, Bhubaneswar.
2. **Prof. Lalit Sharma, Department of Commerce** has participated in a Two-Day Faculty Development Workshop on "Case Pedagogy as a Learning Tool", held on 24th – 25th November 2017 at Xavier Institute of Management, Bhubaneswar.
3. **Prof. Thomas Ddungdung, Department of English** has participated in the National Workshop on "FORTE (Faculty Orientation in Research & Learning Excellence)" held at Salesian College Sonada from 29th November to 02nd December 2017.

4. **Dr. Marcus Barla, Department of Economics** has participated in the National Workshop on “FORTE (Faculty Orientation in Research & Learning Excellence)” held at Salesian College Sonada from 29th November to 02nd December 2017.
5. **Dr. Marcus Barla, Department of Economics** has presented a special lecture on the topic “Environment and Tribal Economy in Jharkhand” in the International Conference on Advances in Environmental and Agricultural Biotechnology, 2018.
6. **Dr. N.VenkatAppa Rao, Department of Zoology** has participated in the National workshop on “Recent Advances in Molecular Biology Techniques” jointly organized by CTR&TI, Ranchi & HiMedia laboratories Pvt. Limited at CTR&TI, Ranchi on 17th March 2018.
7. **Dr. Madhulika Singh, Department of Botany**, obtained Indo Global Excellence Award for her contribution in the field of Science Teaching by Indo Global Chamber of Commerce, Industries and Agriculture (IGCCIA).