



## YEARLY STATUS REPORT - 2021-2022

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>St. Xavier's College, Ranchi</b>
• Name of the Head of the institution		<b>Dr. Fr. Nabor Lakra</b>
• Designation		<b>Principal</b>
• Does the institution function from its own campus?		<b>Yes</b>
• Phone No. of the Principal		<b>06512214301</b>
• Alternate phone No.		<b>9835325220</b>
• Mobile No. (Principal)		<b>9431389268</b>
• Registered e-mail ID (Principal)		<b>sxcprincipal@gmail.com</b>
• Address		<b>Camil Bulcke Path</b>
• City/Town		<b>Ranchi</b>
• State/UT		<b>Jharkhand</b>
• Pin Code		<b>834001</b>
<b>2.Institutional status</b>		
• Autonomous Status (Provide the date of conferment of Autonomy)		<b>28/03/2018</b>
• Type of Institution		<b>Co-education</b>
• Location		<b>Urban</b>

• Financial Status	Grants-in aid
• Name of the IQAC Co-ordinator/Director	Dr. Ajay Kumar Srivastava
• Phone No.	06512214301
• Mobile No:	9835325220
• IQAC e-mail ID	ajaykrsrivastava@sxcran.org
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://sxcran.org/Download/NAACFile/AQAR2021-21.pdf">https://sxcran.org/Download/NAACFile/AQAR2021-21.pdf</a>
<b>4.Was the Academic Calendar prepared for that year?</b>	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.sxcran.org/Download/NAACFile/AcademicCalendarJune2021.pdf">https://www.sxcran.org/Download/NAACFile/AcademicCalendarJune2021.pdf</a>

**5.Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	Four Star	Nil	1999	09/10/1999	08/10/2004
Cycle 2	B++	Nil	2006	02/02/2006	01/02/2011
Cycle 3	A	3.23	2013	05/01/2013	04/01/2018
Cycle 4	B+	2.51	2022	31/05/2022	30/05/2027

**6.Date of Establishment of IQAC**

10/01/2004

**7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?**

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
St. Xavier's College, Ranchi	CPE	UGC	10/10/2014	15000000 (Period - 01.04.2015 to 31.03.2020)



Plan of Action	Achievements/Outcomes				
Admission in the new session 2021.	Admission was delayed because of the late results of the feeding batches (+2 for UG and UG for PG) due to the adherence to the COVID protocol.				
Adherence to offline end semester exams to maintain the sanctity of the curriculum and seriousness among the students.	Some delay did occur but was much less than the duration of the COVID restrictions.				
To help the students in the face of COVID crisis.	Apart from regular online classes special lectures and webinars involving renowned persons were organized.				
Intensification of Research activities involving the students.	Despite the Omicron waves the students, particularly from the PG streams successfully carried out their research works and presented their dissertations in time.				
To help the community during the crisis due to the pandemic.	Institution distributed dry ration for the non-teaching faculty during COVID 19 and provided all the staff-members their salary on time regularly to help them out in the pandemic situation.				
<b>13. Was the AQAR placed before the statutory body?</b>	<b>Yes</b>				
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>					
<table border="1"> <thead> <tr> <th>Name of the statutory body</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>IQAC</td> <td>01/02/2022</td> </tr> </tbody> </table>		Name of the statutory body	Date of meeting(s)	IQAC	01/02/2022
Name of the statutory body	Date of meeting(s)				
IQAC	01/02/2022				
<b>14. Was the institutional data submitted to AISHE ?</b>	<b>Yes</b>				
<ul style="list-style-type: none"> <li>Year</li> </ul>					

Year	Date of Submission
2022	12/03/2022

### 15. Multidisciplinary / interdisciplinary

Many courses have been designed to include interdisciplinary/multidisciplinary components to meet the objectives of POs under CBCS.

### 16. Academic bank of credits (ABC):

The College has not yet formulated the mechanism to maintain Academic Bank of Credits as NEP has not been implemented for the session beginning 2021. However the college maintains the credit records of all the students pursuing their respective programmes under CBCS.

### 17. Skill development:

The primary focus of all UG and PG programmes is to develop knowledge in the domain area. Each UG programme has incorporated skill development components of 2 credits known as Skill Enhancement Course in the curricula. In addition to this there is an Ability Enhancement Compulsory Course for the development of communication skills

### 18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

There is no separate component of Indian Knowledge System in the Choice Based Credit System. However in order to integrate elements the college encourages the use of bilingual teaching methods. Some subjects like History, Sociology and English have included topics on Indian and indigenous knowledge systems.

### 19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):

Every programme tries to attain the required graduate attributes by focussing on domain knowledge and developing core competencies. Every programme has outlined its Programme Outcomes, Programme Specific Outcomes and Course Outcomes to ensure maximisation of the attainment of graduate attributes.

### 20. Distance education/online education:

The college does not offer regular Distance or Online mode of education. However during the pandemic the college provided necessary ICT tools and LMS to continue the teaching learning process smoothly.

## Extended Profile

### 1. Programme

1.1	<b>44</b>
Number of programmes offered during the year:	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 2. Student

2.1	<b>10773</b>
Total number of students during the year:	
File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>

2.2	<b>3753</b>
Number of outgoing / final year students during the year:	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.3	<b>10728</b>
Number of students who appeared for the examinations conducted by the institution during the year:	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 3. Academic

3.1	<b>1430</b>
Number of courses in all programmes during the year:	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

3.2	<b>133</b>
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Number of full-time teachers during the year:		
File Description	Documents	
Institutional Data in Prescribed Format	<a href="#">View File</a>	
3.3	154	
Number of sanctioned posts for the year:		
<b>4.Institution</b>		
4.1	1845	
Number of seats earmarked for reserved categories as per GOI/State Government during the year:		
4.2	99	
Total number of Classrooms and Seminar halls		
4.3	694	
Total number of computers on campus for academic purposes		
4.4	1503.09418	
Total expenditure, excluding salary, during the year (INR in Lakhs):		

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The college is devoted to ensure quality education by charting out advantageous, individualized, realistic and constructive under graduate and postgraduate programmes aimed at producing intellectually capable and socially committed students, ready to perform their duties towards nation building.

IQAC plays a pivotal role in preserving and enhancing the educational standards. Recognizing the ever changing scenario of the academic world in the light of emerging global, national and regional concerns, the college has designed the curricula to make

students more responsive, adaptive, and resourceful. The curricula caters aptly to the vocational demands of the students by including the most relevant and current topics in various subjects so that the students are acquainted with the emerging trends and demands of the market.

The college aims to impart a multipronged set of skills that awakens in the students a zeal for research without compromising on their basic domain knowledge and related skill-sets for contemporary jobs.

The college is committed to promote skill based learning by emphasizing project work, internships and on-the-job training particularly in the self-financed programmes aimed at generating employability. Institutional training, field trips and Industrial training are important components of students development programmes in order to equip them with the necessary skill-sets of the professional world and provide them with the opportunities to learn the nuances of the entrepreneurial skills. Such activities are a mandatory part of certain science, social science and job-oriented programmes. The college also offers certain certificate and diploma programmes to develop acumen pertaining to employment, innovation and research.

File Description	Documents
Upload additional information, if any	No File Uploaded
Link for additional information	Nil

### 1.1.2 - Number of Programmes where syllabus revision was carried out during the year

00

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	No File Uploaded
Details of syllabus revision during the year	No File Uploaded
Any additional information	No File Uploaded

### 1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

223



File Description	Documents
Curriculum / Syllabus of such courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	No File Uploaded
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

### 1.2.1 - Number of new courses introduced across all programmes offered during the year

Nil

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

### 1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

43

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The college aims at imparting a multidirectional set of skills by adopting innovative teaching methods that inculcates in the students

a zeal for research without compromising on their developing the skills for contemporary jobs.

#### GENDER

The college is committed to fasten gender equality thorough its programs. While BA English program encompasses woman's writing, Sociology programs highlight women's movement through ages, Economic programs focus on gender ratio, vulnarabilities and discrimination and the History programs reflect the changing status of the women.

#### ENVIRONMENT AND SUSTAINABILITY

In line with the CBCS the college has made EVS a mandatory course for all UG programs. Through this the ethos of environment is not only taught but the students are also sensitized too by various programs and projects organized by different departments like Geography, Zoology and Botany. The focus remains on cleanliness, energy and matter conservation.

#### HUMAN VALUES

All the programmes have been designed keeping in view the importance of human values despite the the ever increasing dependence on technology .

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	No File Uploaded
Any additional information	No File Uploaded

### 1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

03

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

### 1.3.3 - Number of students enrolled in the courses under 1.3.2 above

1177

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.3.4 - Number of students undertaking field work/projects/ internships / student projects

479

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.4 - Feedback System

**1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni** **E. None of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	Nil
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	No File Uploaded

### 1.4.2 - The feedback system of the Institution comprises the following

#### E. Feedback not collected

File Description	Documents
Provide URL for stakeholders' feedback report	Nil
Any additional information	No File Uploaded

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment of Students

##### 2.1.1.1 - Number of students admitted (year-wise) during the year

3661

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

##### 2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

2338

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

### 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The college is for the society, which in turn is quite diverse horizontally as well as vertically. In tune to this perception, the college has left no stone unturned to reach the goal of fastening equality. The initial semesters focus on building the gap between the students of underprivileged category and others. The weaker students are identified and assigned responsibilities to bring them into the mainstream. Quizzes, outdoor activities and other programmes are organized to this effect and the results are assessed

to chalk out future plans. The slow and average learners are imparted remedial classes and counselling to enable them to catch up. The advance learners are made to shoulder the leadership of smaller groups for fastening uniformity. Libraries and e-library are in place and students are given access to the wifi to this effect.

The advance learners are encouraged to make presentations in national and international seminars and workshops. It has an ominous effect on the campus and instils a sense of 'marching ahead'. New researches and ideas are welcome in the campus. There are facilities of reading rooms in the college to enable the updation of the knowledge. All the teachers are actively involved in mentoring of the students as and when required.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/08/2022	11214	133

File Description	Documents
Upload any additional information	No File Uploaded

## 2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

The college has developed a curriculum around the CBCS syllabus that transform the student in a very society friendly manner, sensing the need of the society as well as the potential of a student. The assignments and responsibilities are shared in such a way that the student is groomed to be a terror-fit for the society. The theoretical lectures broadening the scope of the syllabus. This is followed by interactive methods to make it society-centric. The interactive method encompasses seminars, debates and a plethora of other activities. These are vastly enabling the students in shaping up as leaders of tomorrow.

**PARTICIPATORY LEARNING**

The college encourages its students to participate in social activities like relief works, blood donation, plantation drives, cleanliness drive, regular service and awareness programmes to the patients of leprocy camp, adoption schools, donation of cloths and medicines to the under priviledged class of the society through ROTARACT Club, NSS,NCC and AICUF. This enables them to understand the society while learning to strike the right chord through their upbringing.

**EXPERIMENTAL LEARNING**

Field trips and industrial visits are organized regularly to boost the progression of the students to understand the relationship and application of the theoretical learning in the practical world. This highlights the purpose and roles of 'grown-ups' and thus helps the students in carrying out their voctions.

**INTERNSHIP BASED LEARNING**

In joboriented programmes, the vacations are utilized for intensive internship / on-job training for the students for their proper orientation.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

**2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning**

Teachers use ICT-enabled tools including online resources for effective teaching and learning. Teachers use ICT enabled tools including online resources for effective teaching and learning process.

**Information and Communication Technology enabled Teaching:**

**ICT Hardware:** ICT enabled teaching aids have been made available in the college. The entire campus is wifi enabled and all the classrooms have been provided with LCD projectors for presentations. All the departments have been provided with desktops and laptops with advanced configuration (which includes Solid State Drives, High

Capacity RAM, Graphic cards and high speed processors), while some departments have also been provided with audio visual aids, printers and scanners.

**Internet Infrastructure:** In addition to Wi-Fi the college has installed high speed fibre cable connections and LAN in the entire campus and building area. The college has also installed NAS - Network Attached Storage (cloud storage) with more than 1 TB storage capacity.

**Software and Applications :** Some departments such as Geography, Computer Applications and Physics have discipline specific software. The college has procured the latest licensed application softwares. All the teachers have been provided with G Suite Enterprise Edition access for the use of different Google services such as Google Meet, Google Classroom, YouTube etc.

**Learning Management System:** The teaching Learning and evaluation process is also supported with LMS like Moodle, Slido, Google Jamboard as per need for creating virtual classrooms/ lectures, content sharing and learning beyond class hours.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	Nil
Upload any additional information	No File Uploaded

### 2.3.3 - Ratio of students to mentor for academic and other related issues

#### 2.3.3.1 - Number of mentors

01

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	No File Uploaded
Circulars with regard to assigning mentors to mentees	No File Uploaded

### 2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

**Academic Calendar :** The Academic calendar is prepared at the beginning of every year to lay the framework of all the activities for that year. Due importance is given to the schedule for the major events and fixtures so that they may be held on time. Dates of End semester exams are strictly adhered to but minor rescheduling of mid-semester exams, college festival and sports becomes inevitable due to unavoidable circumstances. The college adheres to the Holiday List of the parent university.

**Teaching Plan :** The College does not prescribe any teaching plan for the programmes on offer. However each department is instructed to ensure minimum number of contact hours of teaching so as to meet the credit requisite as reflected in the syllabi of the respective programmes. The faculty members are given complete liberty to devise their own strategies for effective teaching and completion of syllabi.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

### 2.4.1 - Number of full-time teachers against sanctioned posts during the year

133

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

### 2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

69



File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	<a href="#">View File</a>
Any additional information	No File Uploaded

### 2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

1997

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	No File Uploaded

## 2.5 - Evaluation Process and Reforms

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

12

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	No File Uploaded

### 2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

411 / 26269

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	No File Uploaded
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

The College has framed the examination procedures to be followed for conducting Theory and Practical Examinations.

1. A mid semester examination is conducted for 15 marks. The students must also submit an assignment of 10 marks. Both these methods of evaluation are part of the strategy devised for Continuous Internal Assessment under Semester system.

2. At least 50% of the question papers are set by External Examiners in every programme. In some programmes 100% of the question papers are set by External Examiners.

5. Only those students who have secured a minimum of 75% attendance in each course are permitted to appear for the end semester examination. [Refer examination Rule no. XX]

6. The examiner list is prepared by the Controller of Examinations in consultation with the respective HoD's.

8. To maintain confidentiality in the evaluation process, all answer books are coded using a coding system devised by the examination department.

9. The Students may apply for scrutiny of answer book, except in Practical examinations, after paying a nominal fee if they are not satisfied with the marks awarded in a particular course.

The Practical Examinations are conducted by following the procedure laid down. The salient features are as follows.

1. The schedule is prepared by the examination department.

2. At least one examiner is appointed from outside the college. In

some courses both examiners are from outside the college.

The examination management system has been running smoothly since the installation of the indigenous software prepared and adopted by the college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

The objective of the programmes is to produce smart, uprighteous and committed individuals in the sence of nature. Social upliftment as well as employability are the two objectives of all programmes, so the language labs together with computer ones are used regularly. the use of ICT and other facilities are aimed at making the passing out students more fruitful in the job market. The environments, gender etc. sensitisation through the programmes aims at producing men and women capable of leading the societies where they eventually make the earth a much better and safe place to live in.

Looking at the future generation, the programmes and courses have been disigned to enable the bright students to take up NET/JRF to keep the 'bench strength' of teaching strong to take up the responsibilities of the institutions of tomorrow. The incorporation of ethics in the curricula is primarily aimes at enabling the students to groom into a worldly wise individual who could keep the justice prevailing in every nook and corner of the society and faster prosperity.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Link for additional Information	Nil

## 2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The institution understands that despite diversity and the need to make the students jobworthy, the later must end up with a solid knowledge of the subjects one chooses. Hence, they are put to rigorous evaluation system following months of learning. Apart from the classroom teaching, the level of learners are identified and counselled for their better performance. These exams are undertaken in the interest of the students: 1. Spot Tests. 2. Mid Semester Exams. 3. End Semester Exams.

The results in detail are tabled before IQAC which further analyses the results and shapes up the plans for future in order to attain better outcomes. The strategies adopted so far has been showing good results. By the time the students reach the final year, they are able to self support not only their studies but also look up to what more they need and what they can offer to others. In all by the turn of the final year the students become capable of taking the competitive exams for higher education or even jobs directly.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

## 2.6.3 - Pass Percentage of students

### 2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

2859

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

## 2.7 - Student Satisfaction Survey

### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

<https://sxcran.org/Download/NAACFile/FEEDBACKCAPTUREOFALLFACULTYMEMBERS.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

As per the statute, the college can't offer the PhD programmes directly to the scholars. However the teachers are to get scholars registered under them in the aegis of Ranchi University which is the parent university. The scholars can carry out research works within the campus based laboratories. Teachers of most of the departments are actively engaged in research works either as scholars or as supervisors. The central research laboratory is in place since 2010-11 to facilitate the researchers. The college encourages all the faculty members to get involved in research activities. The language and arts faculties actively use the libraries and e-library located within the campus. This is well supported by the Research Centers viz. Camil Bulcke Research Center, Xavier Research Center and Tribal Research Center.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	No File Uploaded
Provide URL of policy document on promotion of research uploaded on the website	Nil
Any additional information	No File Uploaded

### 3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

00

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

### 3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

00

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

## 3.2 - Resource Mobilization for Research

### 3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

00

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

### 3.2.2 - Number of teachers having research projects during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

### 3.2.3 - Number of teachers recognised as research guides

29

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	No File Uploaded
Institutional data in Prescribed format	<a href="#">View File</a>

### 3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

00

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

## 3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The college blends well the modernity and tradition, while the teachers are encouraged to usher into an era of modern innovative researchers, it also promotes the ethos of legacy and tradition conservation. The area of creativity of knowledge is reflected by the large number of publications in an array of journals, from local to global. Being located in tribal hinterland, it is well perceived that the vast knowledge base of the tribes should be highlighted before it is lost of modernity. The in home research centers churn

out the following journals: 1. Marsal in Santhali, 2. Sarjom in Ho, 3. Aeon in Mundari, 4. Tunjlong in Kharia, 5. Chonha in Ayanya Kurukh.

In the field of science, researches are being carried out in the labs of respective departments. The scholars are encouraged to make presentations in National and International conferences to streamline the Research knowledge upgradation regularly. Large number of PhDs have been completed using the facilities available within the college. The college provides full / partial compensation of the expenses incurred in travel / registration of the seminars. Field and industrial visits are allowed to give the necessary boost to the researchers.

The vocational courses have compulsory entrepreneurship development through on job trainings and summer internships in various industries.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

### 3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

00

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	No File Uploaded
Any additional information	No File Uploaded

### 3.4 - Research Publications and Awards

**3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software** E. None of the above



File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	No File Uploaded
Any additional information	No File Uploaded

### 3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

#### 3.4.2.1 - Number of PhD students registered during the year

00

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

03

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

13

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

### 3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

#### 3.4.5.1 - Total number of Citations in Scopus during the year

52

File Description	Documents
Any additional information	<a href="#">View File</a>
Bibliometrics of the publications during the year	<a href="#">View File</a>

### 3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

#### 3.4.6.1 - h-index of Scopus during the year

3

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

### 3.5 - Consultancy

#### 3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

00

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

### 3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

00

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

### 3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The college has fairly decent working youth fora such as NCC, NSS and Rotaract Club involved in community development programmes. This apart, GEOCLUB, Health Club and Vandeeep are also actively involved in socio cultural activities like plantation drive, cleanliness drive and awareness programmes.

NCC

The college boasts of the registered NCC battalian 3JharBN.NCC1/3Coy. The students perform many outreach activities and trains highly motivated students to invert their energy in

productive direction and also trains them to join the armed forces.

#### NSS

The college has a vibrant group of students and teachers involved in NSS activities. As stipulated by the parent university dictum and financially assisted by the same (Rs. 30,000/= per annum)volunteeringstudents have regrouped themselves with a strong motivation towards helping the society. Their focushappens to be bringing awareness among the underpreviledged society towards overcoming the negative forces that have so far disallowed them from becoming the ideal citizens of the country. Theseare superstition, castism, untouchability, lack of cleanliness, water and other resource conservation etc. The volunteers seek to censeitise the people through drives and nukkad natak etc.

#### Rotaract Club

Students organize cleanliness drives, health awareness, blood donation, collection and distribution of medicines and old cloths and also adopt poor schools.

#### Health Club

The students of Dept. of Education have established a Health Club through which awareness drives are organized. Under previledged areas are visited to help them understand and reach out to the authorites for help. Clean drinking water and health are the key issues.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

#### **3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year**

0

File Description	Documents
Number of awards for extension activities in during the year	No File Uploaded
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

**3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)**

105

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	No File Uploaded

**3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year**

3902

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.7 - Collaboration

**3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work**

479

File Description	Documents
Copies of documents highlighting collaboration	<a href="#">View File</a>
Any additional information	No File Uploaded

**3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)**

03

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

The IQAC is quite sensitive to the requirement of the students in course of learning in the changing times. In line with the resolution of the IQAC the college is quite generous to acquire the new facilities to bolster the infrastructures. The major infrastructural amendments or construction needs a ratification from the apex body Xavier which provides the ascendancy without much delay.

The minor equipments, chemicals, IT materials or softwares are obtained easily in the interest of the students. Practically in all classrooms ICT devices are in place and are actively used by the teachers and the students. As a reflection it is contributing towards the efficiency and efficacy of the students' output.

#### CAMPUS AREA

The constructed area of the college building is 27,917.25 sqm in an overall campus of 12.10 acres in the heart of the town. It has a mixture of greenery and the built up area.

#### CLASSROOMS

There are 79 classrooms to meet the daily requirements of teaching and learning. Most of the classrooms are ICT enabled and three of them are smart classrooms. Local seminars, students seminars and value-loaded movies are organized in these class rooms. The dept. of mass communication boasts of a state of the art video centre.

Labs - The college has 36 labs catering to all faculties.

Department

Number of Labs

Physics

3

Chemistry

2

Zoology

6

Botany

2

Biotechnology

2

Geology

2

Geograph

2 (1 regular,1 GIS)

Computer Science

4

Language Lab

1 (Software Orell)

Education

1

Central Research Lab

1

Fashion Technology

3 (2 regular, 1 design studio)

Construction Management

1

Commerce

2

Animation

1

Journalism and Mass Communication

2 (1 regular, 1 studio)

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.sxcran.org/download/LayoutRoomsandBuilding.pdf">https://www.sxcran.org/download/LayoutRoomsandBuilding.pdf</a>

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

Cocurricular and extra curricular activities are the health indications of any educational institution. With this in mind , St. Xavier's College, is all out for the holistic development of hte admitted students. The sports infrastructure is quite sufficient for all the students. A healthy mind is cadled in a healthy body. Thus to meet the needs, choices and suitability of individual students, these sporting facilities have been created and maintained.

Play Ground - 6000 sm in magnitude, hosts the annual inter class football, cricket and hockey tournaments. Very often it hosts the parent body, Ranchi university's tournaments too. The ground is further utilized for annual sports and hostel sports activities too.



**Basketball Courts** - There are two basketball courts.

**Volleyball Courts** - The college boasts of one volleyball court.

**Indoor games facilities** - Table tennis, chess, snooker and carrom.

**Gymnasium** - The college has a state of art gymnasium covering a total area of 3000 sqft.

**Stadium** - The ground is flanked by seating and standing places on all sides. Total seating capacity is 650.

File Description	Documents
Geotagged pictures	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

#### 4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

99

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

316.4379299

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
Any additional information	No File Uploaded

## 4.2 - Library as a Learning Resource

### 4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college holds and maintains two sprawling libraries equipped with personnels and automation. Both have ambient space, number of books and seating spaces in the reading rooms. The total number of books are 1,67,801 (One Lakh Sixtyseven Thousand Eight Hundred One), e-books are 143 (One Hundred Forty three), journals are 43 (Forty Three), e-journals are 20 (Twenty), magazines are 78 (Seventy Eight). The library also boasts on NLIST for providing e-resource to the faculty members and students. The library is run on ILMS software and is partially automated. The Research Center Library function manually. Apart from these central facilities, all the departments boast of separate libraries with good number of text and reference books for the teachers and students. The point to be noted is that these libraries enable a faster interaction between the teachers and the students. The weak and advanced learners are simplified out so that their requirements can be better addressed and the right set of study materials be suggested to them.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.sxcran.org/download/SXCLibrary.pdf">https://www.sxcran.org/download/SXCLibrary.pdf</a>

**4.2.2 - Institution has access to the following: e- B. Any 3 of the above journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources**

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	<a href="#">View File</a>
Upload any additional information	No File Uploaded

**4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)**

13.2950

File Description	Documents
Audited statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

##### 4.2.4.1 - Number of teachers and students using the library per day during the year

500

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The College has a well defined IT policy to cover wi-fi and cyber security. The college has purchased 100 mbps lease line from Airtel which is protected by essential firewall before entering into Unified Threat Management (UTM) machine. There are two UTM machines to meet the needs of the college. One line from one of the UTM machines enters into the college rack server of 64 bit capacity. The other line distributes internet lines to the different departments and offices with the help of different routers. The signal strength of the routers is strong enough to support live streaming of online content in classrooms via VGA/HDMI LAN supported LCD projectors and smart boards. The entire campus area of the college is covered with wi-fi signal. All the faculty members have been provided with individual user ID and password for unlimited access to e-resources. The students are also provided with user ID and password upon payment of nominal fee. The examination department uses the same internet resources for uploading student centric information such as attendance records and downloading of admit card for examinations and results. The college allocates adequate funds for the maintenance of IT infrastructure. The college pays Rs. 17 lakhs plus admissible taxes to Airtel annually for the lease line, and Rs. 12

lakhs for the maintenance of UTM machines once in 3 years. The firewall installed by the college has successfully safeguarded the website from all kinds of malware.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.sxcran.org/ItPolicy">https://www.sxcran.org/ItPolicy</a>

#### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
10773	694

File Description	Documents
Upload any additional information	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
Upload any additional information	No File Uploaded

#### 4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

B. Any three of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

22.8678988

File Description	Documents
Audited statements of accounts	No File Uploaded
Upload any additional information	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

The usage and utilisation of the facilities available in the college are optimised through effective measures. The departments are allotted classrooms, laboratories, library spaces in their time zones for effective functioning. For instance, separate common rooms genderwise and enough number of washrooms. Though catering to the heterogeneous crowd is challenging, the college has developed a smart team of maintenance staff members for prompt house keeping. The campus is cleaned on a daily basis. The waste management system is also in place. The laboratories are maintained by experienced labboys. To run the labs, power backup with a generator operator is there. So the large number of research scholars are able to perform research activities leading to publication, presentations and awards. The team also includes, electricians, plumbers, mechanics, computer technicians and an overseer works manager. The lifts four in number are maintained by competent companies. The departmental libraries are managed by the teaching staff of respective departments.

The libraries are allotted funds to obtain new books every year. The journals are also procured as and when found suitable depending on the suggestion of teaching staffs of all the departments. Likewise

the stock of apparatus and chemicals are also updated and refurbished periodically. The physical education is dommed by a professionally trained and skilled PE teacher. The college boasts of a state of the canteen building. The first floor hoists all the indoor games activities and the second floor provides a guest house.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.sxcran.org/MaintenancePolicy">https://www.sxcran.org/MaintenancePolicy</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

4377

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	No File Uploaded

#### 5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

D. Any 1 of the above

File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

2089

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

**5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees**

**A. All of the above**

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of outgoing students who got placement during the year

325

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 5.2.2 - Number of outgoing students progressing to higher education

0

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	No File Uploaded
Any additional information	No File Uploaded

### 5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

#### 5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

11

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded

## 5.3 - Student Participation and Activities

### 5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

2



File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded

### 5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The college possesses a strong system of addressing to the students' voice. Each class / section has two class representatives - one nominated by the department on merit basis and the other by open voting by the class. This attempt is to ensure the true democratic norms, be it gender, caste or religion. All the class representatives form a larger students council that works as a bridge between all the students and the administration. This body has two apex members elected from its own - General Secretary and Assistant General Secretary.

Xavierutsav is the annual festival of the students by the students and for the students. This council plays a key role in the setting up and execution of this festival. All the events of this festival are planned and organized in such a way that all categories of students are able to participate and showcase their talent. Members of students council has representation in the following bodies / committees:

IQAC - John Osga.

Games and Sports

A strong team of students volunteers form the working team.

Anti Ragging Committee

Two students, one boy and one girl form the representation team headed by the Dean, Students' Welfare.

Grievance Redressal Cell

It comprises of four students, two best students and one girl and a boy, good on athletics are nominated by the principal.

ICC

The ICC has three students' representatives nominated by the

principal.

Other clubs and students' bodies

Eco Task Force, Health Club, Rotaract Club, NCC, NSS, Geo Club etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

### 5.3.3 - Number of sports and cultural events / competitions organised by the institution

03

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

## 5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

There is no formally registered Alumni Association of St. Xavier's College, Ranchi.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

5.4.2 - Alumni's financial contribution during the year E. <2 Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

The college is managed by Xavier's Ranchi, a society registered under Society Registration Act XXI of 1860. The college has a mission statement and goals which are in tune with the objectives of higher education and the emerging global, national and regional concerns. The motto of the college is "Lucens et Ardens" which means Spreading Light and Burning Bright, which is aligned with the objectives of Jesuit education in accordance with the vision drawn from the life and teachings of Jesus Christ..

- The college is committed to the promotion of justice and national integration.
- It is committed to the education and empowering of the lesser privileged social groups such as the tribal, backward classes, women and other vulnerable sections of the society.

The Provincial is the head of the organization. He is also the Chairman of the Governing Body and Governing Board (Autonomous) of the college. The Principal is the Secretary of both the Governing Body and Governing Board (Autonomous) of the college. He is the administrative and academic head of the college and is involved in co-ordinating all the functions associated with the post. Effective leadership is carried out through de-centralization in the form of various policy making bodies such as the Governing Body, the Academic Council, the Examination Committee, the Finance Committee, IQAC, Cultural Committee, Publication Committee, Discipline Committee, Anti-Ragging Committee, Placement and Career Counseling Cell and Grievance Redressal Cell. The Principal is assisted by the Deans, the controller of examinations and the heads of the departments.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and

participative management

The college encourages participatory approach to translate quality to the functioning of its various administrative and academic units. The administrative and academic functions are stream-lined with the help of various committees. The college prepares its handbook and own academic calendar relating to the scheduling of vacations, prospective dates of mid-semester and end-semester exams and commencement of semesters, with slight modifications from the academic calendar of the parent university. The respective BoS consisting of all the faculty of the departments revamp the curricula regularly and places it before the Academic Council. IQAC is responsible for ensuring quality in all academic activities which leads to the overall development of the institution. Faculty serve as conveners, coordinators and members in various academic and administrative committees such as Grievance Redressal Cell, Anti-Ragging Committee, Discipline Committee, Games and Sports Committee, Cultural Committee, Publication Committee and Placement & Career Counselling Cell. The college has a Staff Council with an elected representative in the college Governing Body, Secretary and joint Secretary. The Principal is the President. All permanent faculty members are ex-officio members of this statutory body. The Staff Council deliberates on various academic and administrative matters related to the college. Two senior our senior most faculty members are nominated as staff representatives of the Governing Board (autonomous). The college has created the posts of the Deans of Science, Arts, Commerce and Students Welfare Faculty , Examination Committee, Finance Committee and IQAC .

File Description	Documents
Upload strategic plan and deployment documents on the website	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

St. Xavier's College, Ranchi, established in 1944 by the Society of Jesus, is a Christian minority college. Its mission is to contribute in the field of higher education in accordance with the vision drawn from the life and teachings of Jesus Christ. The vision

and mission incorporates emerging global, national and regional concerns. The college provides personalised UG and PG programmes aimed at employability and to produce intellectually competent, morally upright, socially committed, spiritually inspired and nationally dedicated men and women in the service of India. The college is committed to the promotion of justice and empowerment of the vulnerable sections of society such as the tribal, backward classes and women while ensuring the plurality of religions and diversity of cultures. The motto of the college *Lucens et Ardens* means Spreading Light and Burning Bright. To implement the motto and mission statement the college has a well-defined strategic plan. The college strives to set and achieve high academic standards in an atmosphere of autonomy. It accords priority to the education of Catholics as well as Scheduled Tribes and Scheduled caste students. The college also strives to promote vocational and entrepreneurial education. To implement its goals and objectives the college has created an atmosphere for the holistic development of students. The college provides scholarships to financially weak but meritorious students, fee waiver to the wards of staff especially Grade IV staff, . Personality development of the students is achieved by organising games and sports activities, college fest and other extra and co-curricular activities.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

#### Administrative setup of the college:

- Governing Body - Chairman - (Provincial) Vice-chairman - (Rector) Secretary cum Principal - 3 Jesuit Representatives -2 Community Representatives - 1 University Representative - 1 Staff Representative
- Governing Board (Autonomous) - Chairman - (Provincial), 4 Members of Management , 2 Staff Representatives , 1 Industrialist , 1 UGC Nominee, 1 State Government Nominee - 1 University Representative , 1 Ex-officio (Principal cum Secretary)

- Principal
- Vice Principal
- IQAC - Principal, Vice-Principal, Registrar, Jesuit representative, 7 Faculty members , 1 Industry representative, 1 Alumnus, Coordinator
- Staff Council - President (Principal) , elected Secretary and Joint Secretary, All permanent faculty members
- Academic Council - Chairman (Principal), HODs 4 Senior faculty, 4 External experts - 3 University nominees , 1 Member Secretary
- Examination Committee - Chairman (Principal), Vice-Principal ,Registrar, Bursar, Controller of examinations (Convenor cum member secretary) 05 members of teaching staff
- Board of Studies - Head and all faculty members, 3 External experts
- Bursar
- Finance Committee
- Deans (Arts, Science, Commerce, Students Welfare and Humanities)

Appointments on substantive teaching posts (govt. aided) are made as per the mandatory eligibility criteria and guidelines of the UGC adopted by the State Govt. of Jharkhand. Vacancies are advertised in local and national dailies. The college also appoints qualified teachers on management posts. All appointments are made by a duly constituted Selection Committee.

Non-teaching posts are appointed in accordance with the minority rights of the college and State Government norms.

Service Rules of the parent University are applicable for substantive appointments.

File Description	Documents
Paste link to Organogram on the institution webpage	Nil
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

### 6.2.3 - Implementation of e-governance in areas of operation: Administration Finance

A. All of the above

## and Accounts Student Admission and Support Examination

File Description	Documents
ERP (Enterprise Resource Planning) Documen	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	No File Uploaded

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The College is aware of its responsibility regarding the welfare of all its staff members. The management is always willing to provide necessary help to its entire staff in times of distress. As a responsible institution it has introduced Health Insurance Plan by way of Oriental (now Star) Health Insurance Scheme. The college bears 50% of the premium liability of every member insured under that scheme. At present member of the teaching staff who has opted for the scheme is insured for Rs. 10 lakhs. The non-teaching staff is also covered under the medical insurance scheme. As and when required in case of emergency, the college also extends financial help in the form of interest free loan to its employees.

Career Development and Progression : The College encourages its faculty members to continuously participate in seminars, conferences and symposia for career advancement. Faculty members are sent for training in soft skill development from time to time The college has accepted a proposal by the staff to allocate seed money every year for research. Separate provision of Rs. 5 lakh for the same was made in the budget in the year 2019-20 and has continued since then.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

### 6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

03

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

07

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	No File Uploaded

## 6.4 - Financial Management and Resource Mobilization

### 6.4.1 - Institution conducts internal and external financial audits regularly

**Internal Audit:** The College conducts an internal audit for every financial year. The accounts office headed by the college Bursar maintains the books and ledger pertaining to all financial transactions conducted during the year. The college maintains a



ledger for daily income and expenditure amounts. Balance sheets are prepared in accordance with the rules of accounting followed by the department. The entries for the monthly accounts are verified in the same month and errors are rectified before filing.

**External Audit:** The College has enlisted the services of a registered Chartered Accountancy firm Banka & Associates to conduct the external audit for every financial year. All the reports of the internal audit are placed before the external auditor for scrutiny, review, verification and rectification, if any. The external auditor visits the college annually for vouching audit and submitting the final audit report. After completion of the audit, the report is submitted to the Governing Body. After approval, the financial accounts and documents are used for all statutory purposes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

#### 6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

#### 6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

St. Xavier's College, Ranchi is a deficit grant college. The salaries of teaching and non-teaching staff working on substantive posts (with finance) are paid by the government of Jharkhand. The tuition fee is submitted to the state government. The major source of funds is fee collection. Frontline self-financed professional and management programmes in UG such as BBA, OMSP, FMO, BRM, OMSP, A&M, B&I, Biotechnology, Computer Applications & IT and B Voc. (Fashion Technology & Building Construction) and PG programmes in English,

Commerce, Hindi, Political Science, Economics, Geography, History, Botany, Zoology, Chemistry, Geology and Mathematics help the college to mobilise funds internally to meet recurrent expenditure.

The collected funds are utilised optimally for quality assurance such as appointment of teaching staff on management posts and adequate remuneration for visiting and guest faculty. This improves student : teacher ratio. Some grants are received from UGC and RUSA., The funds are utilised to procure suitable equipments for the up gradation of labs and addition of new books, magazines and journals in the library. The college has established a new research centre in Tribal languages with the help of the resources mobilised through fee collection. The availability of funds helps to maintain the campus infrastructure.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

### 01: Academic Environment

The college adopted CBCS in the year and reviewed existing courses to foster global competencies. The DSE and SEC courses were customised to meet stakeholders needs. The AECC courses focuses on communication skills and environmental sensitisation. After the previous cycle of accreditation

- The college focussed on the increased use of ICT tools for imparting education. It implemented LMS (MOODLE) and ERP (MASTERSOFT) to facilitate open access learning and upgrade e-governance.
- Introduction of 07 new PG programmes in Botany, Chemistry, Geology, Zoology, Mathematics, History and Mass Communication and Journalism and 2 new UG programmes in Sociology and Statistics
- Creation of new management teaching positions in self-

financing programs to achieve a better student - teacher ratio.

- Commencement of two new B Voc programmes in Fashion Technology and Building Construction to focus on skill based learning to enhance employability.

## 02: Physical Infrastructure

- Installing lifts and ramps in the campus.
- Construction of a new clean and hygienic cafeteria, common room and guest house ( 5000 sq ft), and new washrooms exclusively for female students
- Improvement of Library facilities by adding new books, journals and e-journals.
- Separate library for PG students.
- Addition of E-resources for better teaching-learning
- Purchase of new computers and 100 mbps lease line for internet services.
- Installed of rack server of DELL with 64 GB RAM and 3 TB Hard Disk in the year 2018
- Setting up of a multi gym with advanced equipment in the campus

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

In order to ensure quality and enhancement of academic standards IQAC makes valuable suggestions at periodic intervals keeping in mind local needs and challenges. IQAC has suggested that the teaching load of teachers be according to the norms laid down by the UGC. However in some programmes where there is a shortage of substantive posts IQAC has suggested to the management to appoint qualified and competent teachers to compensate for the shortfall. The college appoints additional teachers on class basis, contract

basis or full time basis. IQAC suggests the introduction of new programmes or the modification of existing ones in order to keep pace with the changing times and emerging areas of study IQAC suggests student centric teaching learning methodologies IQAC encourages the use of ICT and the participation of teachers in FDPs Teaching learning process

IQAC has successfully implemented LMS to adopt a blended method of teaching. Teachers can record and upload lectures in the form of text/ audio/ video files paper-wise according to the structured format of MOODLE.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

**6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)**

**D. Any 1 of the above**

File Description	Documents
Paste the web link of annual reports of the Institution	Nil
Upload e-copies of accreditations and certification	No File Uploaded
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	No File Uploaded

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college is committed to promote gender equality . Female students now constitute 55% of the total strength. Women's issues are addressed through various methods including curricula. The BA English Literature programme has an entire course on Women's Writing. The Sociology programme introduces students to contemporary Women's Movement, role and contribution of the State and the Constitution towards ushering gender equality. The Economics programme includes pertinent issues like sex-ratio, maternal mortality, discrimination and women's empowerment. The History programme has a course which focuses specifically on the evolving position of women in Indian society - ancient, medieval and modern. It includes topics on the rise of feminist movements in the west and outlines their legal status, educational rights, political involvement and social positioning. Feminism is taught in both Political Science and English Literature.

Gender Equity through co-curricular activities:

The number of female participants has gradually increased over the years in :

- Sports and games.
- XAVIERUTSAV - the annual college festival

Gender Equity through extra-curricular activities with special emphasis on women centric issues

- The Women's Forum organises different programmes related to women's health and related issues and conducts counseling sessions. It also organises invited lectures on women's rights and career opportunities.
- Celebration of Women's Day.
- Formation of ICC.
- Separate Common Room with attached washroom. There are adequate numbers of washrooms to cater to the needs of female students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

**7.1.2 - The Institution has facilities for**

**A. Any 4 or All of the above**

**alternate sources of energy and energy conservation: Solar energy      Biogas plant**  
**Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment**

File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

#### **Solid waste**

The waste generated in the college campus is disposed by arranging transport facilities. The college has installed a composter to convert biodegradable waste into manure. Plastic waste is segregated and disposed appropriately for recycling. The college discourages the use of single-use plastic in the campus.

#### **Liquid waste**

Drinking water facility is arranged in every building of the campus. Wastage of drinking water is restricted through proper monitoring. The college has a well laid out network of covered drains to ensure proper discharge of liquid waste. Waste water is drained out properly to keep the campus clean and to provide an ecologically aesthetic environment. Proper drainage system is arranged for all the buildings of the campus. All effluents flow through the drains which finally merge with the municipal drains.

#### **E-waste**

Systems with long guarantee period are procured to ensure minimisation of e-waste. Old computers of low configuration but in working condition are donated to schools administered by the same society. Condemned batteries and damaged computers are recycled through outside agencies.

**Waste recycling system** The College does not have any system for waste water recycling.

**Hazardous chemical waste** generated from labs is disposed off appropriately to minimise pollution.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus** **B. Any 3 of the above**

File Description	Documents
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** **A. Any 4 or All of the above**

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geotagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

**7.1.6 - Quality audits on environment and energy undertaken by the institution**

**7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:**

**E. None of the above**

- 1. Green audit**
- 2. Energy audit**
- 3. Environment audit**
- 4. Clean and green campus recognitions/awards**
- 5. Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.**

**D. Any 1of the above**



File Description	Documents
Geotagged photographs / videos of facilities	<a href="#">View File</a>
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

Although the college accords priority to the education of Catholics it is aware of its role and responsibility in providing an inclusive environment of tolerance and harmony towards all diverse groups. The college is also aware of its duty and responsibility towards the preservation of local heritage. It strives to promote the culture of the region and due emphasis is given to appreciate and respect other faiths and foster religious harmony. Indigenous people's festivals like Sarhul and Karma are celebrated in the campus on a grand scale. In order to preserve the rich cultural heritage and linguistic diversity of Jharkhand the college has established a Tribal Research Centre and appointed Research Associates in the five most spoken languages of Jharkhand namely Santali, Ho, Mundari, Kharia and Kurukh. The following bi-annual journals are published by the research centre. Title Language Marsal Santali Sarjom Ho Aeon Mundari Tunjlong Kharia Chonha-Ayanya Kurukh The students are encouraged to organise Nukkad Natak on various issues related to communal and socioeconomic issues that concern the society and the nation at large. The needs of Specially-abled students are also addressed. The college has installed lifts and provided ramps and railings on the staircases to facilitate easy movement.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

Programmes such as Sociology, Economics, Commerce, Geography, Biotechnology, Journalism and Mass Communication, Business Administration include various topics and courses focusing on social equality, secularism, child and human rights, consumer protection rights which cater exclusively to the cultivation of human values and ethics. A salient feature of the B Ed curriculum is Value education which is intrinsic to the development of professional ethics among future teachers. Human Rights and Gandhian Values are integral components of the Political Science curriculum. The college has an Electoral Literacy Club which has done commendable work in creating awareness among the students towards their national duties. Some of the major events organised by the club in the campus are : Voter Registration Camp, National Election Quiz, EVM VVPAT Demonstration, Nukkad Natak, C-VIGIL app training Voter Signature Campaign.

Republic Day and Independence Day are celebrated with tremendous fervour every year to foster patriotism and a sense of national duty. Patriotic Song and Dance Competition is held on the eve of Independence Day. To make our students more conscientious and punctilious, to foster transparency and probity in private and public life, and to promote national integration and multicultural assimilation, the college organizes various programmes such as College Festival.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized**

**D. Any 1 of the above**

File Description	Documents
Code of Ethics - policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college celebrates days of national and international importance every year to inculcate a sense of values in the students.

- Independence Day
- Republic Day
- Rashtriya Ekta Diwas
- Women's Day
- Hindi Diwas
- Yoga Day
- Earth Day
- International Day of the World's Indigenous Peoples
- World Wetland Day
- Ozone Day
- Gandhi Jayanti
- Birth anniversaries of Sri Aurobindo Ghosh, Swami Vivekananda and Rabindra Nath Tagore

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	No File Uploaded
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

**Best Practice : Title: Outreach Programmes by Students**

**Objectives:** Sensitising students towards social responsibility and environmental awareness inspired by the world view of St. Ignatius of Loyola - LOVE IS SHOWN IN DEEDS NOT WORDS.

**Context :** Retaining the core idea of human values in the swiftly changing socio-economic and cultural paradigm to combat the erosion of values.

**Practice :** The practice is aimed at fostering wholesome yet simple lifestyles for self and others. The students have formed various students' clubs in the college under mentorship of different faculty members. The major clubs and societies are

- ROTARACT
- NCC
- ECO TASKFORCE
- Health Club
- Geo Club
- DHARAMEET
- NSS

**Problems Encountered:** Due to the constraints of time in the semester system the students are not able to follow up on their endeavours. Sometimes the activities cannot be executed because of finance crunch. The success rate of these programmes has been high but sometimes the activities are hampered due to extraneous reasons.

**Resources Required :** Financial assistance. Transportation Paraphernalia for the different activities.

File Description	Documents
Best practices in the Institutional website	<a href="https://www.sxcran.org/download/BestPractices.pdf">https://www.sxcran.org/download/BestPractices.pdf</a>
Any other relevant information	Nil

**7.3 - Institutional Distinctiveness**

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

**St. Xavier's College, Ranchi, guided by the principles of the Jesuit**

world view, provides quality education to the youth of the state and the nation to become role models and to prepare them to meet the challenges in the context of the emerging global, national and regional concerns. Although the college accords priority to the education of Catholics, Scheduled tribes and Scheduled Castes, it recognises the plurality and diversity of cultures. It tries to maintain an inclusive approach and provides education to all, irrespective of caste and creed. 61% of the students belong to the Scheduled tribes, Scheduled Castes and other backward communities. Enrolment of female students has increased steadily because the college has improved infrastructure amenities for them. The college provides a secure environment for all students and appropriate channels for communication of grievances. These efforts have yielded results and female students now constitute 55 % of the total number of students. The college feels strives to uphold and preserve the cultural heritage of Jharkhand and has taken effective measures to promote research in the field. There is a sustained effort to sensitise the students on environmental concerns both through the curriculum and through student's participation in outreach programmes.

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The college is devoted to ensure quality education by charting out advantageous, individualized, realistic and constructive under graduate and postgraduate programmes aimed at producing intellectually capable and socially committed students, ready to perform their duties towards nation building.

IQAC plays a pivotal role in preserving and enhancing the educational standards. Recognizing the ever changing scenario of the academic world in the light of emerging global, national and regional concerns, the college has designed the curricula to make students more responsive, adaptive, and resourceful. The curricula caters aptly to the vocational demands of the students by including the most relevant and current topics in various subjects so that the students are acquainted withwith the emerging trends and demands of the market.

The college aims to impart a multipronged set of skills that awakens in the students a zeal for research without compromising on their basic domain knowledge and related skill-sets for contemporary jobs.

The college is committed to promote skill based learning by emphasizing project work, internships and on-the-job training particularly in the self-financed programmes aimed at generating employability. Institutional training, field trips and Industrial training are important components of students development programmes in order to equip them with the necessary skill-sets of the professional world and provide them with the opportunities to learn the nuances of the entrepreneurial skills. Such activities are a mandatory part of certain science, social science and job-oriented programmes. The college also offers certain certificateand diploma programmes to develop acumen pertaining to employment, innovation and research.

File Description	Documents
Upload additional information, if any	No File Uploaded
Link for additional information	Nil

**1.1.2 - Number of Programmes where syllabus revision was carried out during the year**

00

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	No File Uploaded
Details of syllabus revision during the year	No File Uploaded
Any additional information	No File Uploaded

**1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year**

223

File Description	Documents
Curriculum / Syllabus of such courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	No File Uploaded
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

**1.2 - Academic Flexibility****1.2.1 - Number of new courses introduced across all programmes offered during the year**

Nil

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

### 1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

43

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The college aims at imparting a multidirectional set of skills by adopting innovative teaching methods that inculcates in the students a zeal for research without compromising on their developing the skills for contemporary jobs.

#### GENDER

The college is committed to fasten gender equality thorough its programs. While BA English program encompasses woman's writing, Sociology programs highlight women's movement through ages, Economic programs focus on gender ratio, vulnarabilities and discrimination and the History programs reflect the changing status of the women.

#### ENVIRONMENT AND SUSTAINABILITY

In line with the CBCS the college has made EVS a mandatory course for all UG programs. Through this the ethos of environment is not only taught but the students are also sensitized too by various programs and projects organized by different departments like



Geography, Zoology and Botany. The focus remains on cleanliness, energy and matter conservation.

#### HUMAN VALUES

All the programmes have been designed keeping in view the importance of human values despite the the ever increasing dependence on technology .

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	No File Uploaded
Any additional information	No File Uploaded

#### 1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

03

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

#### 1.3.3 - Number of students enrolled in the courses under 1.3.2 above

1177

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 1.3.4 - Number of students undertaking field work/projects/ internships / student projects

479

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 1.4 - Feedback System

<b>1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni</b>	<b>E. None of the above</b>
---	-----------------------------

File Description	Documents
Provide the URL for stakeholders' feedback report	Nil
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	No File Uploaded

<b>1.4.2 - The feedback system of the Institution comprises the following</b>	<b>E. Feedback not collected</b>
---	----------------------------------

File Description	Documents
Provide URL for stakeholders' feedback report	Nil
Any additional information	No File Uploaded

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

##### 2.1.1 - Enrolment of Students

##### 2.1.1.1 - Number of students admitted (year-wise) during the year

3661

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

### 2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

2338

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The college is for the society, which in turn is quite diverse horizontally as well as vertically. In tune to this perception, the college has left no stone unturned to reach the goal of fastening equality. The initial semesters focus on building the gap between the students of underprivileged category and others. The weaker students are identified and assigned responsibilities to bring them into the mainstream. Quizzes, outdoor activities and other programmes are organized to this effect and the results are assessed to chalk out future plans. The slow and average learners are imparted remedial classes and counselling to enable them to catch up. The advance learners are made to shoulder the leadership of smaller groups for fastening uniformity. Libraries and e-library are in place and students are given access to the wifi to this effect.

The advance learners are encouraged to make presentations in national and international seminars and workshops. It has an ominous effect on the campus and instils a sense of 'marching ahead'. New researches and ideas are welcome in the campus. There are facilities of reading rooms in the college to enable the updation of the knowledge. All the teachers are actively involved in mentoring of the students as and when required.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/08/2022	11214	133

File Description	Documents
Upload any additional information	No File Uploaded

### 2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

The college has developed a curriculum around the CBCS syllabus that transform the student in a very society friendly manner, sensing the need of the society as well as the potential of a student. The assignments and responsibilities are shared in such a way that the student is groomed to be a terror-fitfor the society. The theoritical lectures broadening the scope of the syllabus. This is followed by interactive methods to make it society-centric. The interactive method encompasses seminars, debates and a plethora of other activities. These are vastly enabling the students in shaping up as leaders of tomorrow.

#### PARTICIPATORY LEARNING

The college encourages its students to participate in social activities like relief works, blood donation, plantation drives, cleanliness drive, regular service and awareness programmes to the patients of leprocy camp, adoption schools, donation of cloths and medicines to the under priviledged class of the society through ROTARACT Club, NSS,NCC and AICUF. This enables them to understand the society while learning to strike the right chord through their upbringing.

#### EXPERIMENTAL LEARNING

Field trips and industrial visits are organized regularly to boost the progression of the students to understand the relationship and application of the theoretical learning in the practical world. This highlights the purpose and roles of 'grown-ups' and thus helps the students in carrying out their vocations.

#### INTERNSHIP BASED LEARNING

In job-oriented programmes, the vacations are utilized for intensive internship / on-job training for the students for their proper orientation.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional Information	Nil

#### 2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Teachers use ICT-enabled tools including online resources for effective teaching and learning. Teachers use ICT enabled tools including online resources for effective teaching and learning process.

##### Information and Communication Technology enabled Teaching:

**ICT Hardware:** ICT enabled teaching aids have been made available in the college. The entire campus is wifi enabled and all the classrooms have been provided with LCD projectors for presentations. All the departments have been provided with desktops and laptops with advanced configuration (which includes Solid State Drives, High Capacity RAM, Graphic cards and high speed processors), while some departments have also been provided with audio visual aids, printers and scanners.

**Internet Infrastructure:** In addition to Wi-Fi the college has installed high speed fibre cable connections and LAN in the entire campus and building area. The college has also installed NAS - Network Attached Storage (cloud storage) with more than 1 TB storage capacity.

**Software and Applications :** Some departments such as Geography, Computer Applications and Physics have discipline specific

software. The college has procured the latest licensed application softwares. All the teachers have been provided with G Suite Enterprise Edition access for the use of different Google services such as Google Meet, Google Classroom, YouTube etc.

**Learning Management System:** The teaching Learning and evaluation process is also supported with LMS like Moodle, Slido, Google Jamboard as per need for creating virtual classrooms/ lectures, content sharing and learning beyond class hours.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	Nil
Upload any additional information	No File Uploaded

### 2.3.3 - Ratio of students to mentor for academic and other related issues

#### 2.3.3.1 - Number of mentors

01

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	No File Uploaded
Circulars with regard to assigning mentors to mentees	No File Uploaded

### 2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

**Academic Calendar :** The Academic calendar is prepared at the beginning of every year to lay the framework of all the activities for that year. Due importance is given to the schedule for the major events and fixtures so that they may be held on time. Dates of End semester exams are strictly adhered to but minor rescheduling of mid-semester exams, college festival and sports becomes inevitable due to unavoidable circumstances. The college adheres to the Holiday List of the parent university.

**Teaching Plan :** The College does not prescribe any teaching plan for the programmes on offer. However each department is instructed to ensure minimum number of contact hours of teaching

so as to meet the credit requisite as reflected in the syllabi of the respective programmes. The faculty members are given complete liberty to devise their own strategies for effective teaching and completion of syllabi.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

### 2.4.1 - Number of full-time teachers against sanctioned posts during the year

133

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

### 2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

69

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	<a href="#">View File</a>
Any additional information	No File Uploaded

### 2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

1997

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	No File Uploaded

## 2.5 - Evaluation Process and Reforms

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

12

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	No File Uploaded

### 2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

411 / 26269

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	No File Uploaded
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

The College has framed the examination procedures to be followed for conducting Theory and Practical Examinations.

1. A mid semester examination is conducted for 15 marks. The students must also submit an assignment of 10 marks. Both these methods of evaluation are part of the strategy devised for Continuous Internal Assessment under Semester system.



2. At least 50% of the question papers are set by External Examiners in every programme. In some programmes 100% of the question papers are set by External Examiners.

5. Only those students who have secured a minimum of 75% attendance in each course are permitted to appear for the end semester examination. [Refer examination Rule no. XX]

6. The examiner list is prepared by the Controller of Examinations in consultation with the respective HoD's.

8. To maintain confidentiality in the evaluation process, all answer books are coded using a coding system devised by the examination department.

9. The Students may apply for scrutiny of answer book, except in Practical examinations, after paying a nominal fee if they are not satisfied with the marks awarded in a particular course.

The Practical Examinations are conducted by following the procedure laid down. The salient features are as follows.

1. The schedule is prepared by the examination department.

2. At least one examiner is appointed from outside the college. In some courses both examiners are from outside the college.

The examination management system has been running smoothly since the installation of the indigenous software prepared and adopted by the college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

The objective of the programmes is to produce smart, uprighteous and committed individuals in the sence of nature.Social upliftment as well as employbility are the two objectives of all programmes, so the language labs together with computer ones are

used regularly. the use of ICT and other facilities are aimed at making the passing out students more fruitful in the job market. The environments, gender etc. sensitisation through the programmes aims at producing men and women capable of leading the societies where they eventually make the earth a much better and safe place to live in.

Looking at the future generation, the programmes and courses have been designed to enable the bright students to take up NET/JRF to keep the 'bench strength' of teaching strong to take up the responsibilities of the institutions of tomorrow. The incorporation of ethics in the curricula is primarily aimed at enabling the students to groom into a worldly wise individual who could keep the justice prevailing in every nook and corner of the society and faster prosperity.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Link for additional Information	Nil

#### 2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The institution understands that despite diversity and the need to make the students jobworthy, the later must end up with a solid knowledge of the subjects one chooses. Hence, they are put to rigorous evaluation system following months of learning. Apart from the classroom teaching, the level of learners are identified and counselled for their better performance. These exams are undertaken in the interest of the students: 1. Spot Tests. 2. Mid Semester Exams. 3. End Semester Exams.

The results in detail are tabled before IQAC which further analyses the results and shapes up the plans for future in order to attain better outcomes. The strategies adopted so far has been showing good results. By the time the students reach the final year, they are able to self support not only their studies but also look up to what more they need and what they can offer to others. In all by the turn of the final year the students become capable of taking the competitive exams for higher education or even jobs directly.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

### 2.6.3 - Pass Percentage of students

#### 2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

2859

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

#### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

<https://sxcran.org/Download/NAACFile/FEEDBACKCAPTUREOFALLFACULTYMEMBERS.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

As per the statute, the college can't offer the PhD programmes directly to the scholars. However the teachers are to get scholars registered under them in the aegis of Ranchi University which is the parent university. The scholars can carry out research works within the campus based laboratories. Teachers of most of the departments are actively engaged in research works either as scholars or as supervisors. The central research laboratory is in place since 2010-11 to facilitate the

researchers. The college encourages all the faculty members to get involved in research activities. The language and arts faculties actively use the libraries and e-library located within the campus. This is well supported by the Research Centers viz. Camil Bulcke Research Center, Xavier Research Center and Tribal Research Center.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	No File Uploaded
Provide URL of policy document on promotion of research uploaded on the website	Nil
Any additional information	No File Uploaded

### 3.1.2 - The institution provides seed money to its teachers for research

#### 3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

00

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

### 3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

00

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

### 3.2 - Resource Mobilization for Research

#### 3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

00

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

#### 3.2.2 - Number of teachers having research projects during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

#### 3.2.3 - Number of teachers recognised as research guides

29

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	No File Uploaded
Institutional data in Prescribed format	<a href="#">View File</a>

### 3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

00

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

### 3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The college blends well the modernity and tradition, while the teachers are encouraged to usher into an era of modern innovative researchers, it also promotes the ethos of legacy and tradition conservation. The area of creativity of knowledge is reflected by the large number of publications in an array of journals, from local to global. Being located in tribal hinterland, it is well perceived that the vast knowledge base of the tribes should be highlighted before it is lost of modernity. The in home research centers churn out the following journals: 1. Marsal in Santhali, 2. Sarjom in Ho, 3. Aeon in Mundari, 4. Tunjlong in Kharia, 5. Chonha in Ayanya Kurukh.

In the field of science, researches are being carried out in the labs of respective departments. The scholars are encouraged to make presentations in National and International conferences to streamline the Research knowledge upgradation regularly. Large number of PhDs have been completed using the facilities available within the college. The college provides full / partial compensation of the expenses incurred in travel / registration of

the seminars. Field and industrial visits are allowed to give the necessary boost to the researchers.

The vocational courses have compulsory entrepreneurship development through on job trainings and summer internships in various industries.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

### 3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

00

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	No File Uploaded
Any additional information	No File Uploaded

### 3.4 - Research Publications and Awards

**3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software**

E. None of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	No File Uploaded
Any additional information	No File Uploaded

**3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year****3.4.2.1 - Number of PhD students registered during the year**

00

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year**

03

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	No File Uploaded

**3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year**

13

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

**3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed****3.4.5.1 - Total number of Citations in Scopus during the year**

52



File Description	Documents
Any additional information	<a href="#">View File</a>
Bibliometrics of the publications during the year	<a href="#">View File</a>

### 3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

#### 3.4.6.1 - h-index of Scopus during the year

3

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

### 3.5 - Consultancy

#### 3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

00

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

#### 3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

00

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

### 3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The college has fairly decent working youth fora such as NCC, NSS and Rotaract Club involved in community development programmes. This apart, GEOCLUB, Health Club and Vandeeep are also actively involved in socio cultural activities like plantation drive, cleanliness drive and awareness programmes.

#### NCC

The college boasts of the registered NCC battalian 3JharBN.NCC1/3Coy. The students perform many outreach activities and trains highly motivated students to invert their energy in productive direction and also trains them to join the armed forces.

#### NSS

The college has a vibrant group of students and teachers involved in NSS activities. As stipulated by the parent university dictum and financially assisted by the same (Rs. 30,000/= per annum)volunteeringstudents have regrouped themselves with a strong motivation towards helping the society. Their focushappens to be bringing awareness among the underpreviledged society towards overcoming the negative forces that have so far disallowed them from becoming the ideal citizens of the country. Theseare superstition, castism, untouchability, lack of cleanliness, water and other resource conservation etc. The

volunteers seek to censeitise the people through drives and nukkad natak etc.

#### Rotaract Club

Students organize cleanliness drives, health awareness, blood donation, collection and distribution of medicines and old cloths and also adopt poor schools.

#### Health Club

The students of Dept. of Education have established a Health Club through which awareness drives are organized. Under previledged areas are visited to help them understand and reach out to the authorites for help. Clean drinking water and health are the key issues.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

### 3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

0

File Description	Documents
Number of awards for extension activities in during the year	No File Uploaded
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

### 3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

105

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	No File Uploaded

**3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year**

3902

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	No File Uploaded

**3.7 - Collaboration****3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work**

479

File Description	Documents
Copies of documents highlighting collaboration	<a href="#">View File</a>
Any additional information	No File Uploaded

**3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)**

03

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

The IQAC is quite sensitive to the requirement of the students in course of learning in the changing times. In line with the resolution of the IQAC the college is quite generous to acquire the new facilities to bolster the infrastructures. The major infrastructural amendments or construction needs a ratification from the apex body Xavier which provides the ascendency without much delay.

The minor equipments, chemicals, IT materials or softwares are obtained easily in the interest of the students. Practically in all classrooms ICT devices are in place and are actively used by the teachers and the students. As a reflection it is contributing towards the efficiency and efficacy of the students' output.

#### CAMPUS AREA

The constructed area of the college building is 27,917.25 sqm in an overall campus of 12.10 acres in the heart of the town. It has a mixture of greenery and the built up area.

#### CLASSROOMS

There are 79 classrooms to meet the daily requirements of teaching and learning. Most of the classrooms are ICT enabled and three of them are smart classrooms. Local seminars, students seminars and value-loaded movies are organized in these classrooms. The dept. of mass communication boasts of a state-of-the-art video centre.

Labs - The college has 36 labs catering to all faculties.

#### Department

#### Number of Labs

#### Physics

3

#### Chemistry

2

Zoology

6

Botany

2

Biotechnology

2

Geology

2

Geograph

2 (1 regular,1 GIS)

Computer Science

4

Language Lab

1 (Software Orell)

Education

1

Central Research Lab

1

Fashion Technology

3 (2 regular, 1 design studio)

Construction Management

1

Commerce

2

Animation

1

Journalism and Mass Communication

2 (1 regular, 1 studio)

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.sxcran.org/download/LayoutRoom_sandBuilding.pdf">https://www.sxcran.org/download/LayoutRoom_sandBuilding.pdf</a>

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

Cocurricular and extra curricular activities are the health indications of any educational institution. With this in mind , St. Xavier's College, is all out for the holistic development of hte admitted students. The sports infrastructure is quite sufficient for all the students. A healthy mind is cadled in a healthy body. Thus to meet the needs, choices and suitability of individual students, these sporting facilities have been created and maintained.

Play Ground - 6000 sm in magnitude, hosts the annual inter class football, cricket and hockey tournaments. Very often it hosts the parent body, Ranchi university's tournaments too. The ground is further utilized for annual sports and hostel sports activities too.

Basketball Courts - There are two basketball courts.

Volleyball Courts - The college boasts of one volleyball court.

Indoor games facilities - Table tennis, chess, snooker and carrom.

Gymnasium - The college has a state of art gymnasium covering a total area of 3000 sqft.

**Stadium - The ground is flanked by seating and standing places on all sides. Total seating capacity is 650.**

File Description	Documents
Geotagged pictures	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

#### **4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities**

**99**

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### **4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)**

**316.4379299**

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
Any additional information	No File Uploaded

#### **4.2 - Library as a Learning Resource**

##### **4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

**The college holds and maintains two sprawling libraries equipped with personnels and automation. Both have ambient space, nuber of books and seating spaces in the reading rooms. The total numer of books are 1,67,801 (One Lakh Sixtyseven Thousand Eight Hundred One), e-books are 143 (One Hundred Forty three), journals are 43**



(Forty Three), e-journals are 20 (Twenty), magazines are 78 (Seventy Eight). The library also boasts on NLIST for providing e-resource to the faculty members and students. The library is run on ILMS software and is partially automated. The Research Center Library function manually. Apart from these central facilities, all the departments boast of separate libraries with good number of text and reference books for the teachers and students. The point to be noted is that these libraries enable a faster interaction between the teachers and the students. The weak and advanced learners are simplified out so that their requirements can be better addressed and the right set of study materials be suggested to them.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.sxcran.org/download/SXCCLibrary.pdf">https://www.sxcran.org/download/SXCCLibrary.pdf</a>

**4.2.2 - Institution has access to the following:  
e-journals e-ShodhSindhu Shodhganga  
Membership e-books Databases Remote  
access to e-resources**

B. Any 3 of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	<a href="#">View File</a>
Upload any additional information	No File Uploaded

**4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)**

13.2950

File Description	Documents
Audited statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

##### 4.2.4.1 - Number of teachers and students using the library per day during the year

500

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The College has a well defined IT policy to cover wi-fi and cyber security. The college has purchased 100 mbps lease line from Airtel which is protected by essential firewall before entering into Unified Threat Management (UTM) machine. There are two UTM machines to meet the needs of the college. One line from one of the UTM machines enters into the college rack server of 64 bit capacity. The other line distributes internet lines to the different departments and offices with the help of different routers. The signal strength of the routers is strong enough to support live streaming of online content in classrooms via VGA/HDMI LAN supported LCD projectors and smart boards. The entire campus area of the college is covered with wi-fi signal. All the faculty members have been provided with individual user ID and password for unlimited access to e-resources. The students are also provided with user ID and password upon payment of nominal fee. The examination department uses the same internet resources for uploading student centric information such as attendance records and downloading of admit card for examinations and results. The college allocates adequate funds for the maintenance of IT infrastructure. The college pays Rs. 17 lakhs plus admissible taxes to Airtel annually for the lease line, and

Rs. 12 lakhs for the maintenance of UTM machines once in 3 years. The firewall installed by the college has successfully safeguarded the website from all kinds of malware.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.sxcran.org/ItPolicy">https://www.sxcran.org/ItPolicy</a>

#### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
10773	694

File Description	Documents
Upload any additional information	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 250 Mbps

File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
Upload any additional information	No File Uploaded

#### 4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

B. Any three of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

22.8678988

File Description	Documents
Audited statements of accounts	No File Uploaded
Upload any additional information	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

The usage and utilisation of the facilities available in the college are optimised through effective measures. The departments are allotted classrooms, laboratories, library spaces in their time zones for effective functioning. For instance, separate common rooms genderwise and enough number of washrooms. Though catering to the heterogeneous crowd is challenging, the college has developed a smart team of maintenance staff members for prompt house keeping. The campus is cleaned on a daily basis. The waste management system is also in place. The laboratories are maintained by experienced labboys. To run the labs, power backup with a generator operator is there. So the large number of research scholars are able to perform research activities leading to publication, presentations and awards. The team also includes, electricians, plumbers, mechanics, computer technicians and an overseer works manager. The lifts four in number are maintained by competent companies. The departmental libraries are managed by the teaching staff of respective departments.

The libraries are allotted funds to obtain new books every year. The journals are also procured as and when found suitable depending on the suggestion of teaching staffs of all the

departments. Likewise the stock of apparatus and chemicals are also updated and refurbished periodically. The physical education is dommed by a professionally trained and skilled PE teacher. The college boasts of a state of the canteen building. The first floor hoists all the indoor games activities and the second floor provides a guest house.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.sxcran.org/MaintenancePolicy">https://www.sxcran.org/MaintenancePolicy</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

4377

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	No File Uploaded

#### 5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga,

D. Any 1 of the above

<b>Physical fitness, Health and Hygiene)</b>	
<b>Awareness of Trends in Technology</b>	
File Description	Documents
Link to Institutional website	<b>Nil</b>
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
<b>5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year</b>	
<b>2089</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<b>No File Uploaded</b>
<b>5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees</b>	<b>A. All of the above</b>

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of outgoing students who got placement during the year

325

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 5.2.2 - Number of outgoing students progressing to higher education

0

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	No File Uploaded
Any additional information	No File Uploaded

### 5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

#### 5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

11

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded

### 5.3 - Student Participation and Activities

#### 5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

2

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The college possesses a strong system of addressing to the students' voice. Each class / section has two class representatives - one nominated by the department on merit basis and the other by open voting by the class. This attempt is to ensure the true democratic norms, be it gender, caste or religion. All the class representatives form a larger students council that works as a bridge between all the students and the administration. This body has two apex members elected from its own - General Secretary and Assistant General Secretary.

Xavierutsav is the annual festival of the students by the students and for the students. This council plays a key role in the setting up and execution of this festival. All the events of this festival are planned and organized in such a way that all categories of students are able to participate and showcase their talent. Members of students council has representation in the following bodies / committees:

IQAC - John Osga.

Games and Sports

A strong team of students volunteers form the working team.



**Anti Ragging Committee**

Two students, one boy and one girl form the representation team headed by the Dean, Students' Welfare.

**Grievance Redressal Cell**

It comprises of four students, two best students and one girl and a boy, good on athletics are nominated by the principal.

**ICC**

The ICC has three students' representatives nominated by the principal.

**Other clubs and students' bodies**

Eco Task Force, Health Club, Rotaract Club, NCC, NSS, Geo Club etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

**5.3.3 - Number of sports and cultural events / competitions organised by the institution**

03

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

**5.4 - Alumni Engagement**

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

There is no formally registered Alumni Association of St. Xavier's College, Ranchi.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
<b>5.4.2 - Alumni's financial contribution during the year</b>	<b>E. &lt;2 Lakhs</b>
File Description	Documents
Upload any additional information	No File Uploaded
<b>GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>	
<b>6.1 - Institutional Vision and Leadership</b>	
6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution	
<p>The college is managed by Xavier's Ranchi, a society registered under Society Registration Act XXI of 1860. The college has a mission statement and goals which are in tune with the objectives of higher education and the emerging global, national and regional concerns. The motto of the college is "Lucens et Ardens" which means Spreading Light and Burning Bright, which is aligned with the objectives of Jesuit education in accordance with the vision drawn from the life and teachings of Jesus Christ..</p> <ul style="list-style-type: none"> <li>• The college is committed to the promotion of justice and national integration.</li> <li>• It is committed to the education and empowering of the lesser privileged social groups such as the tribal, backward classes, women and other vulnerable sections of the society.</li> </ul> <p>The Provincial is the head of the organization. He is also the Chairman of the Governing Body and Governing Board (Autonomous) of the college. The Principal is the Secretary of both the Governing Body and Governing Board (Autonomous) of the college. He is the administrative and academic head of the college and is involved in co-ordinating all the functions associated with the post. Effective leadership is carried out through de-centralization in the form of various policy making bodies such as the Governing Body, the Academic Council, the Examination</p>	

Committee, the Finance Committee, IQAC, Cultural Committee, Publication Committee, Discipline Committee, Anti-Ragging Committee, Placement and Career Counseling Cell and Grievance Redressal Cell. The Principal is assisted by the Deans, the controller of examinations and the heads of the departments.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The college encourages participatory approach to translate quality to the functioning of its various administrative and academic units. The administrative and academic functions are stream-lined with the help of various committees. The college prepares its handbook and own academic calendar relating to the scheduling of vacations, prospective dates of mid-semester and end-semester exams and commencement of semesters, with slight modifications from the academic calendar of the parent university. The respective BoS consisting of all the faculty of the departments revamp the curricula regularly and places it before the Academic Council. IQAC is responsible for ensuring quality in all academic activities which leads to the overall development of the institution. Faculty serve as conveners, coordinators and members in various academic and administrative committees such as Grievance Redressal Cell, Anti-Ragging Committee, Discipline Committee, Games and Sports Committee, Cultural Committee, Publication Committee and Placement & Career Counselling Cell. The college has a Staff Council with an elected representative in the college Governing Body, Secretary and joint Secretary. The Principal is the President. All permanent faculty members are ex-officio members of this statutory body. The Staff Council deliberates on various academic and administrative matters related to the college. Two senior our senior most faculty members are nominated as staff representatives of the Governing Board (autonomous). The college has created the posts of the Deans of Science, Arts, Commerce and Students Welfare Faculty, Examination Committee, Finance Committee and IQAC.

File Description	Documents
Upload strategic plan and deployment documents on the website	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

St. Xavier's College, Ranchi, established in 1944 by the Society of Jesus, is a Christian minority college. Its mission is to contribute in the field of higher education in accordance with the vision drawn from the life and teachings of Jesus Christ. The vision and mission incorporates emerging global, national and regional concerns. The college provides personalised UG and PG programmes aimed at employability and to produce intellectually competent, morally upright, socially committed, spiritually inspired and nationally dedicated men and women in the service of India. The college is committed to the promotion of justice and empowerment of the vulnerable sections of society such as the tribal, backward classes and women while ensuring the plurality of religions and diversity of cultures. The motto of the college *Lucens et Ardens* means Spreading Light and Burning Bright. To implement the motto and mission statement the college has a well-defined strategic plan. The college strives to set and achieve high academic standards in an atmosphere of autonomy. It accords priority to the education of Catholics as well as Scheduled Tribes and Scheduled caste students. The college also strives to promote vocational and entrepreneurial education. To implement its goals and objectives the college has created an atmosphere for the holistic development of students. The college provides scholarships to financially weak but meritorious students, fee waiver to the wards of staff especially Grade IV staff, . Personality development of the students is achieved by organising games and sports activities, college fest and other extra and co-curricular activities.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

#### Administrative setup of the college:

- Governing Body - Chairman - (Provincial) Vice-chairman - (Rector) Secretary cum Principal - 3 Jesuit Representatives -2 Community Representatives - 1 University Representative - 1Staff Representative
- Governing Board (Autonomous) - Chairman - (Provincial), 4 Members of Management , 2 Staff Representatives , 1 Industrialist , 1 UGC Nominee, 1 State Government Nominee - 1 University Representative , 1 Ex-officio (Principal cum Secretary)
- Principal
- Vice Principal
- IQAC - Principal, Vice-Principal, Registrar, Jesuit representative, 7Faculty members , 1Industry representative,1 Alumnus, Coordinator
- Staff Council - President (Principal) , elected Secretary and Joint Secretary, All permanent faculty members
- Academic Council - Chairman (Principal), HODs 4 Senior faculty, 4 External experts - 3 University nominees , 1 Member Secretary
- Examination Committee - Chairman (Principal), Vice-Principal ,Registrar, Bursar, Controller of examinations (Convenor cum member secretary) 05 members of teaching staff
- Board of Studies - Head and all faculty members, 3 External experts
- Bursar
- Finance Committee
- Deans (Arts, Science, Commerce, Students Welfare and Humanities)

Appointments on substantive teaching posts (govt. aided) are made as per the mandatory eligibility criteria and guidelines of the UGC adopted by the State Govt. of Jharkhand. Vacancies are advertised in local and national dailies. The college also appoints qualified teachers on management posts. All appointments are made by a duly constituted Selection Committee.

Non-teaching posts are appointed in accordance with the minority rights of the college and State Government norms.

Service Rules of the parent University are applicable for substantive appointments.

File Description	Documents
Paste link to Organogram on the institution webpage	Nil
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

**6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	No File Uploaded

### **6.3 - Faculty Empowerment Strategies**

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The College is aware of its responsibility regarding the welfare of all its staff members. The management is always willing to provide necessary help to its entire staff in times of distress.

As a responsible institution it has introduced Health Insurance Plan by way of Oriental (now Star) Health Insurance Scheme. The college bears 50% of the premium liability of every member insured under that scheme. At present member of the teaching staff who has opted for the scheme is insured for Rs. 10 lakhs. The non-teaching staff is also covered under the medical insurance scheme. As and when required in case of emergency, the college also extends financial help in the form of interest free loan to its employees.

**Career Development and Progression :** The College encourages its faculty members to continuously participate in seminars, conferences and symposia for career advancement. Faculty members are sent for training in soft skill development from time to time. The college has accepted a proposal by the staff to allocate seed money every year for research. Separate provision of Rs. 5 lakh for the same was made in the budget in the year 2019-20 and has continued since then.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

### 6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

### 6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

03

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

#### 6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

07

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	No File Uploaded

#### 6.4 - Financial Management and Resource Mobilization

##### 6.4.1 - Institution conducts internal and external financial audits regularly

**Internal Audit:** The College conducts an internal audit for every financial year. The accounts office headed by the college Bursar maintains the books and ledger pertaining to all financial transactions conducted during the year. The college maintains a ledger for daily income and expenditure amounts. Balance sheets are prepared in accordance with the rules of accounting followed by the department. The entries for the monthly accounts are verified in the same month and errors are rectified before filing.

**External Audit:** The College has enlisted the services of a registered Chartered Accountancy firm Banka & Associates to conduct the external audit for every financial year. All the reports of the internal audit are placed before the external auditor for scrutiny, review, verification and rectification, if any. The external auditor visits the college annually for vouching audit and submitting the final audit report. After completion of the audit, the report is submitted to the Governing Body. After approval, the financial accounts and documents are



used for all statutory purposes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

#### 6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

#### 6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

St. Xavier's College, Ranchi is a deficit grant college. The salaries of teaching and non-teaching staff working on substantive posts (with finance) are paid by the government of Jharkhand. The tuition fee is submitted to the state government. The major source of funds is fee collection. Frontline self-financed professional and management programmes in UG such as BBA, OMSP, FMO, BRM, OMSP, A&M, B&I, Biotechnology, Computer Applications & IT and B Voc. (Fashion Technology & Building Construction) and PG programmes in English, Commerce, Hindi, Political Science, Economics, Geography, History, Botany, Zoology, Chemistry, Geology and Mathematics help the college to mobilise funds internally to meet recurrent expenditure.

The collected funds are utilised optimally for quality assurance such as appointment of teaching staff on management posts and adequate remuneration for visiting and guest faculty. This improves student : teacher ratio. Some grants are received from UGC and RUSA., The funds are utilised to procure suitable equipments for the up gradation of labs and addition of new books, magazines and journals in the library. The college has established a new research centre in Tribal languages with the

help of the resources mobilised through fee collection. The availability of funds helps to maintain the campus infrastructure.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

### 01: Academic Environment

The college adopted CBCS in the year and reviewed existing courses to foster global competencies. The DSE and SEC courses were customised to meet stakeholders needs. The AECC courses focuses on communication skills and environmental sensitisation. After the previous cycle of accreditation

- The college focussed on the increased use of ICT tools for imparting education. It implemented LMS (MOODLE) and ERP (MASTERSOFT) to facilitate open access learning and upgrade e-governance.
- Introduction of 07 new PG programmes in Botany, Chemistry, Geology, Zoology, Mathematics, History and Mass Communication and Journalism and 2 new UG programmes in Sociology and Statistics
- Creation of new management teaching positions in self-financing programs to achieve a better student - teacher ratio.
- Commencement of two new B Voc programmes in Fashion Technology and Building Construction to focus on skill based learning to enhance employability.

### 02: Physical Infrastructure

- Installing lifts and ramps in the campus.
- Construction of a new clean and hygienic cafeteria, common room and guest house ( 5000 sq ft), and new washrooms

exclusively for female students

- Improvement of Library facilities by adding new books, journals and e-journals.
- Separate library for PG students.
- Addition of E-resources for better teaching-learning
- Purchase of new computers and 100 mbps lease line for internet services.
- Installed of rack server of DELL with 64 GB RAM and 3 TB Hard Disk in the year 2018
- Setting up of a multi gym with advanced equipment in the campus

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

In order to ensure quality and enhancement of academic standards IQAC makes valuable suggestions at periodic intervals keeping in mind local needs and challenges. IQAC has suggested that the teaching load of teachers be according to the norms laid down by the UGC. However in some programmes where there is a shortage of substantive posts IQAC has suggested to the management to appoint qualified and competent teachers to compensate for the shortfall. The college appoints additional teachers on class basis, contract basis or full time basis. IQAC suggests the introduction of new programmes or the modification of existing ones in order to keep pace with the changing times and emerging areas of study IQAC suggests student centric teaching learning methodologies IQAC encourages the use of ICT and the participation of teachers in FDPs Teaching learning process

IQAC has successfully implemented LMS to adopt a blended method of teaching. Teachers can record and upload lectures in the form of text/ audio/ video files paper-wise according to the structured format of MOODLE.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

**6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)**

D. Any 1 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	Nil
Upload e-copies of accreditations and certification	No File Uploaded
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	No File Uploaded

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college is committed to promote gender equality . Female students now constitute 55% of the total strenght. Women's issues are addressed through various methods including curricula. The BA English Literature programme has an entire course on Women's Writing. The Sociology programme introduces students to contemporary Women's Movement, role and contribution of the State and the Constitution towards ushering gender equality. The Economics programme includes pertinent issues like sex-ratio, maternal mortality, discrimination and women's empowerment. The History programme has a course which focuses specifically on the evolving position of women in Indian society - ancient, medieval

and modern. It includes topics on the rise of feminist movements in the west and outlines their legal status, educational rights, political involvement and social positioning. Feminism is taught in both Political Science and English Literature.

Gender Equity through co-curricular activities:

The number of female participants has gradually increased over the years in :

- Sports and games.
- XAVIERUTSAV - the annual college festival

Gender Equity through extra-curricular activities with special emphasis on women centric issues

- The Women's Forum organises different programmes related to women's health and related issues and conducts counseling sessions. It also organises invited lectures on women's rights and career opportunities.
- Celebration of Women's Day.
- Formation of ICC.
- Separate Common Room with attached washroom. There are adequate numbers of washrooms to cater to the needs of female students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment**

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

#### Solid waste

The waste generated in the college campus is disposed by arranging transport facilities. The college has installed a composter to convert biodegradable waste into manure. Plastic waste is segregated and disposed appropriately for recycling. The college discourages the use of single-use plastic in the campus.

#### Liquid waste

Drinking water facility is arranged in every building of the campus. Wastage of drinking water is restricted through proper monitoring. The college has a well laid out network of covered drains to ensure proper discharge of liquid waste. Waste water is drained out properly to keep the campus clean and to provide an ecologically aesthetic environment. Proper drainage system is arranged for all the buildings of the campus. All effluents flow through the drains which finally merge with the municipal drains.

#### E-waste

Systems with long guarantee period are procured to ensure minimisation of e-waste. Old computers of low configuration but in working condition are donated to schools administered by the same society. Condemned batteries and damaged computers are recycled through outside agencies.

Waste recycling system The College does not have any system for waste water recycling.

Hazardous chemical waste generated from labs is disposed off appropriately to minimise pollution.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

<b>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	<b>B. Any 3 of the above</b>
<b>File Description</b>	<b>Documents</b>
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>
<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b> <ol style="list-style-type: none"> <li><b>1. Restricted entry of automobiles</b></li> <li><b>2. Use of bicycles/ Battery-powered vehicles</b></li> <li><b>3. Pedestrian-friendly pathways</b></li> <li><b>4. Ban on use of plastic</b></li> <li><b>5. Landscaping</b></li> </ol>	<b>A. Any 4 or All of the above</b>
<b>File Description</b>	<b>Documents</b>
Geotagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<b>No File Uploaded</b>
Any other relevant documents	<b>No File Uploaded</b>
<b>7.1.6 - Quality audits on environment and energy undertaken by the institution</b>	
<b>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</b> <ol style="list-style-type: none"> <li><b>1. Green audit</b></li> <li><b>2. Energy audit</b></li> <li><b>3. Environment audit</b></li> <li><b>4. Clean and green campus recognitions/awards</b></li> </ol>	<b>E. None of the above</b>

### 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.**

D. Any 1of the above

File Description	Documents
Geotagged photographs / videos of facilities	<a href="#">View File</a>
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

Although the college accords priority to the education of Catholics it is aware of its role and responsibility in providing an inclusive environment of tolerance and harmony towards all



diverse groups. The college is also aware of its duty and responsibility towards the preservation of local heritage. It strives to promote the culture of the region and due emphasis is given to appreciate and respect other faiths and foster religious harmony. Indigenous people's festivals like Sarhul and Karma are celebrated in the campus on a grand scale. In order to preserve the rich cultural heritage and linguistic diversity of Jharkhand the college has established a Tribal Research Centre and appointed Research Associates in the five most spoken languages of Jharkhand namely Santali, Ho, Mundari, Kharia and Kurukh. The following bi-annual journals are published by the research centre. Title Language Marsal Santali Sarjom Ho Aeon Mundari Tunjlong Kharia Chonha-Ayanya Kurukh The students are encouraged to organise Nukkad Natak on various issues related to communal and socioeconomic issues that concern the society and the nation at large. The needs of Specially-abled students are also addressed. The college has installed lifts and provided ramps and railings on the staircases to facilitate easy movement.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

Programmes such as Sociology, Economics, Commerce, Geography, Biotechnology, Journalism and Mass Communication, Business Administration include various topics and courses focusing on social equality, secularism, child and human rights, consumer protection rights which cater exclusively to the cultivation of human values and ethics. A salient feature of the B Ed curriculum is Value education which is intrinsic to the development of professional ethics among future teachers. Human Rights and Gandhian Values are integral components of the Political Science curriculum. The college has an Electoral Literacy Club which has done commendable work in creating awareness among the students towards their national duties. Some of the major events organised by the club in the campus are : Voter Registration Camp, National Election Quiz, EVM VVPAT Demonstration, Nukkad Natak, C-VIGIL app training Voter Signature Campaign.

Republic Day and Independence Day are celebrated with tremendous

fervour every year to foster patriotism and a sense of national duty. Patriotic Song and Dance Competition is held on the eve of Independence Day. To make our students more conscientious and punctilious, to foster transparency and probity in private and public life, and to promote national integration and multicultural assimilation, the college organizes various programmes such as College Festival.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized**

D. Any 1 of the above

File Description	Documents
Code of Ethics - policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college celebrates days of national and international importance every year to inculcate a sense of values in the students.

- Independence Day
- Republic Day
- Rashtriya Ekta Diwas
- Women's Day
- Hindi Diwas
- Yoga Day
- Earth Day
- International Day of the World's Indigenous Peoples
- World Wetland Day
- Ozone Day
- Gandhi Jayanti
- Birth anniversaries of Sri Aurobindo Ghosh, Swami Vivekananda and Rabindra Nath Tagore

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	No File Uploaded
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

**Best Practice : Title: Outreach Programmes by Students**

**Objectives: Sensitising students towards social responsibility and environmental awareness inspired by the world view of St. Ignatius of Loyola - LOVE IS SHOWN IN DEEDS NOT WORDS.**

**Context : Retaining the core idea of human values in the swiftly changing socio-economic and cultural paradigm to combat the erosion of values.**

**Practice : The practice is aimed at fostering wholesome yet simple lifestyles for self and others. The students have formed various students' clubs in the college under mentorship of different faculty members. The major clubs and societies are**

- ROTARACT
- NCC

- ECO TASKFORCE
- Health Club
- Geo Club
- DHARAMEET
- NSS

**Problems Encountered:** Due to the constraints of time in the semester system the students are not able to follow up on their endeavours. Sometimes the activities cannot be executed because of finance crunch. The success rate of these programmes has been high but sometimes the activities are hampered due to extraneous reasons.

**Resources Required :** Financial assistance. Transportation Paraphernalia for the different activities.

File Description	Documents
Best practices in the Institutional website	<a href="https://www.sxcran.org/download/BestPractices.pdf">https://www.sxcran.org/download/BestPractices.pdf</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

St. Xavier's College, Ranchi, guided by the principles of the Jesuit world view, provides quality education to the youth of the state and the nation to become role models and to prepare them to meet the challenges in the context of the emerging global, national and regional concerns. Although the college accords priority to the education of Catholics, Scheduled tribes and Scheduled Castes, it recognises the plurality and diversity of cultures. It tries to maintain an inclusive approach and provides education to all, irrespective of caste and creed. 61% of the students belong to the Scheduled tribes, Scheduled Castes and other backward communities. Enrolment of female students has increased steadily because the college has improved infrastructure amenities for them. The college provides a secure environment for all students and appropriate channels for communication of grievances. These efforts have yielded results and female students now constitute 55 % of the total number of students. The college feels strives to uphold and preserve the

cultural heritage of Jharkhand and has taken effective measures to promote research in the field. There is a sustained effort to sensitise the students on environmental concerns both through the curriculum and through student's participation in outreach programmes.

File Description	Documents
Appropriate link in the institutional website	<a href="http://www.sxcran.org">www.sxcran.org</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

1. Implementation of NEP.
2. Academic Administrative Audit.
3. Quality initiatives to strengthen the College systems in view of NAAC guidelines.
4. Formation of Research Development Cell
- 5.Regular appointments of Programme Officer for NSS and Placement Coordinator.
6. Annual monitoring of contractual and class basis teachers through Screening Committee.
7. Implementation of assessment methods to map students' progression.
8. Implentation of Mentor-mentee system.
9. Promotion of research.
10. Implementation of Institutional Code of Conduct for administrators, teachers and students.