



St. Xavier's College, Ranchi

INSTITUTIONAL DEVELOPMENT PLAN (IDP)

2022 – 2027 (5 Years)

1. INSTITUTIONAL BASIC INFORMATION

- Name of the Institution : St. Xavier's College, Ranchi
- Address : Dr. Camil Bulcke Path, Ranchi - 834001
- Is the Institution approved by regulatory body? Yes (U.G.C and Ranchi University)
- Furnish approval no. : UGC ACT 1956 Under Section 2(f)
- Financial Status : Grant-in aid
- Status of Institution : Autonomous
- Location : Urban
- Campus Size : Around 14 Acres

2. INSTITUTIONAL DEVELOPMENT PROPOSAL (IDP)

2.1. Brief Introduction

St. Xavier's College Ranchi is a Minority Educational Institution based on religion affiliated to Ranchi University. The College was founded by the Society of Jesus in 1944 with the primary objective of providing Higher Education in Christian atmosphere to all the deserving students with preferential option for the Christians, Schedule Tribe and Schedule Caste. It is established and administered by Ranchi Jesuit Province of the Society of Jesus. It is registered under the title 'Xaviers Ranchi' under the Society's Registration Act XXI of 1860.

St. Xavier's College was conferred with autonomy in July 2005. It was re-accredited in 3rd cycle with grade A by National Assessment and Accreditation Council on January 2013. UGC conferred on the college the status of College with Potential for Excellence in 2015. After re-accreditation in 4th cycle with B+ by NAAC in May 2022 the College continues to be an Autonomous College affiliated to Ranchi University.

Principled on the motto "LUCENS ET ARDENS" which means 'Spreading Light and Shining Bright', St. Xavier's College, Ranchi strives to groom intellectually competent, spiritually inspired, morally upright and socially committed citizens in the service of the nation.

2.2. Motto, Vision, Mission and Core Values

MOTTO

LUCENS ET ARDENS (Spreading Light and Shining Bright)

VISION

To create a society of intellectually competent, spiritually inspired, morally upright and socially committed citizens.

MISSION

- To ensure academic excellence in teaching learning process
- To provide an opportunity for inclusive learning and all-round development
- To provide an equal opportunity for all with preferential option for the Christians, Schedule Tribe and Schedule Caste students
- To promote vocational and entrepreneurial learning
- To foster soft skills and employability skills in students
- To encourage students to become sensible and committed persons towards self, society Surroundings and ultimately to Nation.
- To create an environment for research and extension activities
- To promote and preserve cultural heritage of the Chotanagpur region
- To promote and preserve ecology

CORE VALUES

- ✓ Academic excellence
- ✓ Integral formation
- ✓ Social Responsibility
- ✓ Ecological Consciousness

2.3. Translation of vision and mission

To translate the noble vision into action

A. The college strives

1. To set and achieve a high academic standard in an atmosphere of autonomy.
2. To preserve and promote the cultural heritage of the region.
3. To instill and cultivate the ethos of one's own religious life.
4. To engage in research and extension activities related to the development related issues of Jharkhand.

5. To accord priority to the education of Catholics as well as SC and ST students.
6. To promote vocational and entrepreneurial education.
7. To function as a watch-dog, a critique and conscience of the society.

B. The college aims to enable the students

1. To set high standards for themselves in every fields.
2. To seek and apply knowledge critically to solve the contemporary problems.
3. To think in a creative, fearless and independent manner.
4. To value and responsibly use freedom and respect the freedom of others.
5. To appreciate and respect other's faith and foster religious harmony.
6. To contribute to sustainable socio-economic development of the neighborhood, locality and region.
7. To be sensitive to those in need and render selfless service.
8. To set themselves free from socio-economic, religious caste and gender prejudices and act as a catalyst of social change.
9. To protect, preserve and judiciously use the resources of the earth for the welfare of all.

3. Courses offered in college are the following:

Bachelor in Arts & Humanities under NEP 2020 - FYUGP (7)

1. Hindi (Shift I & Shift II)
2. English (Shift I & Shift II)
3. Economics (Shift I & Shift II)
4. Geography (Shift I & Shift II)
5. History (Shift I & Shift II)
6. Political Science (Shift I & Shift II)
7. Sociology

Bachelor in Commerce under NEP 2020 - FYUGP (1)

1. Account Commerce (Shift I & Shift II)

Bachelor in Business Administration AICTE Approved (1)

Bachelor in Computer Application AICTE Approved (1)

Bachelor in Science under NEP 2020 – FYUGP (7)

1. Physics
2. Chemistry
3. Mathematics

4. Zoology
5. Botany
6. Geology
7. Statistics

UG Arts Self-Financed B.A. Honors under CBCS (3)

1. English Language and Literature
2. Animation & Interior Design
3. Journalism and Mass Communication

UG Commerce Self-Financed B. Com Honors under CBCS (6)

1. International Accounts
2. Advertisement and Marketing
3. Banking and Insurance
4. Office Management and Secretarial Practice
5. Financial Market Operation
6. Retail Management

UG Science Self-Financed B.Sc. Honors under CBCS (3)

1. Computer Application
2. Information Technology
3. Bio-Technology
- 4.

B. Voc. (2)

1. Fashion Technology
2. Building Construction Management

Bachelor in Education NCTE Approved (1)

Masters in Arts (Self-Financed) (6)

1. Hindi
2. English
3. Economics
4. Geography
5. History

6. Political Science

Masters in Commerce (Self-Financed) (1)

1. Account Commerce

Masters in Science (Self-Financed) (5)

1. Chemistry
2. Mathematics
3. Zoology
4. Botany
5. Geology

4. Facilities Available

To realize the noble mission and core values college offers the following various facilities in the campus:

- a. **Class Rooms:** There are 110 class rooms and four seminar rooms There are 32 Labs for different programs and departments including GIS lab and one studio.
- b. **Library:** At present, the library holds 1,71,450 books, 105 national and international periodicals, 143 e-books, 43 journals, 20 e-journals. Library also offers online access to academic e-resources via N-List and LIBTREND. The Central library is automated with library management software called “Alice for Window”. The web OPAC is fully functional. Apart from the Central Library there are department libraries managed by the respective department and a separate PG library with 5,750 books for postgraduate students.
- c. **Digital Facility:** There are 832 computers, which are fully functional in the college in different Departmental and Central Computer labs namely Central Computer labs, Tally labs, Physics, Geography, Computer Science, and Masscom Labs. There are 102 digital boards in the Education department. There is LMS and Wi-Fi facility in the campus.
- d. **Research Centers:** Central Research Laboratory, Tribal Research Centre, Dr. Camil Bulcke Research Centre for Hindi, Society for Earth Observation and Conservation (SEOC).
- e. **College Canteen, Gym and Indoor games:** There are three canteens for the students and staff. College has also well-equipped Gym available with multi-gym and a range of

free weight for fitness of body, building strength, burning fat and for specific sports conditioning.

There are other various clubs like **Rotaract Club, Electoral Literacy Club, Eco Task Force, NCC, NSS, Geo-Club, Tribal Cultural Society, AICUF, Micro Biologists Society, Hindi Sahitya Parishad, Empyrean Club, Science Club, Finova** and various societies and cells to help them to develop their intellectual capacity, realize their soft as well as hard skills and become aware of their social and environmental responsibilities.

Existing facilities are helpful for the students and staff. We would like to strengthen and update these facilities. Keeping this in mind SWOC Analysis was completed.

5. The SWOC/SWOT Analysis:

Strength

- Good academic reputation
- Well-developed infrastructure (building, labs, libraries, canteen)
- Optimum use of available infrastructure
- Location of the college
- Very humane management
- Large intake of the students
- Qualified teachers as per UGC guidelines.
- Wi-Fi campus and computers in every department
- LCD projector facility in some class rooms, computer labs.
- Well-stocked library (department, central library, PG library)
- Quality education imparted
- Students are encouraged to participate in academic and non-academic activities
- Research centre for tribal languages, and Dr. Camil Bulcke Research center for Hindi
- NCC, NSS, AICUF, Rotary Club add to students' growth
- Lift and wheel chairs for physically challenged, staff and elderly
- Medical aids facility for emergency
- CCTV surveillance, installation of firefighting devices
- Studio facility, LMS facility
- Close check is kept on students' attendance
- Women cell consisting lady teachers to address women issues.

- Mechanism to seek and use data and feedback from its stakeholders
- Green and Clean Campus
- Boy's hostel, two canteens, Gymnasium, Billiard, Table tennis, basketball court, Volley ball court, Football ground, Carom room.

Weakness:

- Cramped campus
- Inadequate number of teachers in the college engaged in research
- Inadequate space and facility for creating research environment
- Lack of facility proportionate to the number of students
- No girls hostel in the campus
- Limited financial and land resources
- Available funds are not sufficient to achieve the objectives aimed at
- Industrial backwardness of the region and weak industrial relation
- The alumni engagement is poor and lacks direction
- Lack of clarity in administrative functioning and effectiveness
- Absence of system for outreach programs

Opportunity:

- Teaching staff can contribute much to the research activities
- Research and publication efforts with the college are inadequate and need substantial improvement
- To digitalize and initiate automation in administrative works
- Faculty exchange programmes with reputed colleges and universities
- Tie-ups for collaborative research and interaction with industries and foundations
- Outreach and extension activities
- Faculty empowerment strategies – workshops, conferences, seminars, career development
- Counseling and academic mentorship
- To improve the student-teacher ratio
- Optimal use of Autonomous Status

Challenge:

- Consultancy and Faculty Development Programme

- Research and publication with teaching learning engagements
- Provide infrastructural facilities in the cramped campus
- Shortage of financial resources and growing technology
- A large number of students in the campus may cause indiscipline
- To provide adequate facility to the large number of students is a challenge
- Delivery of quality service and maintenance of the standard set in view of the increasing number of students
- Ensuring optimum utilization of existing facilities including ICT/LMS.

After the above analysis, the management plans to take concrete actions in order that the weakness could be minimized and opportunities become way forward to make path for further improvements. The focus is therefore is to set and prioritize short-term and long-term objectives in order to overcome the existing weakness and make maximum of the opportunities that lies ahead of the institution. There are some strategic plans worked out by the management to translate the existing challenges into opportunities.

The action plan therefore, is to provide to the students the infrastructure developmental aspects which include:

- Smart and Digital Class rooms
- Start digitalization and automation in Administration
- Updated learning resources with updated library facility
- Research and Development Support to the faculty
- Plan class time-table better and create time and space for the faculty for research and publication
- Organize Orientation, Faculty Development Programme and training sessions for the faculty
- Foster Student Support facilities and activities
- Foster enhanced Academia-Industry and Academia-Society Interaction
- Start incubation centers for innovation and entrepreneurship
- Initiate collaboration and networks through MoU's
- Avail add-on courses and summer internships to develop soft, hard and employability skills
- Strengthen outreach and extension activities
- Promote Local Adivasi cultures, language and life-style

Management would like to articulate strategic goals and action plans for development in terms of various enablers in the following way:

A. Governance Enablers

Goal: Enhance administrative processes to improve efficiency, transparency and accountability.

Promote decentralization and self-management in administration.

Action Plans:

- Regularize the meetings of statutory bodies, maintain and upload the minutes of the meeting with ATR in the college website. [ST]
- Foster robust processes and quality control mechanisms to maintain and elevate academic standards [ST]
- Update the college website with relevant information about attendance, time-tables and internal assessments regularly [ST]
- Conduct training for administrative staff on new technologies and management practices [ST]
- Involve stakeholders (students, parents, alumni, faculty) in decision making [ST]
- Align academic values with societal needs and expectations particularly SDGs [ST]
- Serve diverse needs of all students promoting female participation including SEDs and PwD [ST]
- Ensure regular audits and reviews of administrative processes [ST]
- Upgrade existing ERP system [LT]
- Construct Administrative Block [LT]

B. Financial Enablers

Goal: Ensure transparent, accountable, auditable financial transactions and foster financial sustainability.

Action Plans:

- Identify and prioritize the existing and additional sources of funding for development of financial enablers such as government grants, project overheads, research consultancies, patents, alumni donations, partnerships and fundraising campaigns, endowments, philanthropic and CSR contributions [ST/LT]
- Encourage engagements with alumni, local industry, communities, civil society and international bodies to create space for financial support [ST]

C. Academic Enablers

Goal: Foster Academic Excellence and enhance quality education aligning with the guidelines and policies of NEP 2020.

Action Plans:

- Ensure industry experts in curriculum design and implementation [ST]
- Promote student-centric learning implementing the methods of presentation, group discussion, self-learning, field visits etc. [ST]
- Classroom teaching learning to be supported by ICT tools, E-resources, cognitive applications seminars and conferences. Invited lectures from experts, add-on courses be introduced for practical application of knowledge gained. [ST]
- Remedial classes for weak students during off time. [ST]
- Guide and motivate students' presentation, critical analysis and report writing [ST]
- Introduce research-related activities like poster presentation, paper presentation, group discussions and publication of their works [ST]
- Bridge courses for the students from rural tribal areas and Special skill-oriented training programs, e.g., Horticulture, Herbal products, pearl cultivation and mushroom cultivation. [MT]
- Promote fresh and creative ideas while mentoring the students and encourage them for their Start-ups [MT]
- Create better digital blended learning resources [MT]
- Promote curriculum for sensitization by providing programs for inculcating empathy, environmental consciousness, PwDs etc. [MT]
- Collaboration with platforms like Swayam to be encouraged [LT]
- Keep updated with modern labs, with ubiquitous technology [LT]
- Foster appropriate mechanisms for upgradation of curriculum [LT]
- Minimize Student-Teacher Ratio [LT]
- Foster collaboration and partnerships with government agencies and private sector entities to create space for financial support [LT]
- Regular FDPs and training programs in order that faculties keep updated new advancements in technology and are aware of the policies and guidelines like NCeF, ABC, IKS, NSQS etc. [LT]

D. Research, Intellectual Property and Supportive Enablers

Goal: Increase the quantum and quality of research and innovation activities and encourage to undertake basic and applied research to the problems prevalent locally as well as globally.

Action Plans:

- Promote systematic institutional research, innovation and scholarly publication [ST]
- Foster interdisciplinary research [ST]
- Encourage research projects, quality research programs and intellectual property development [ST]
- Initiate training programs for researchers on research monetization and IPP [ST]
- Organize seminars, workshops and conferences to promote research activities [ST]
- Provide necessary support for research and innovation [ST]
- Recognizing and engaging with government, industry, academia and society as key stakeholders in research and development activities [LT]
- Publish Research Journal for interdisciplinary research works [LT]
- Establish network and collaboration with universities, research centers, industry and community [LT]

E. Human Resources Management Enablers

Goal: To create inclusive and humane campus environment.

Action Plans:

- By involving the faculty in decision making create in them a sense of ownership and ensure that the policies align with the vision, mission and core values of the institution [ST]
- Communicate clearly the rationale behind practices and importance of compliance with regulatory bodies. Also arrange training and awareness programs for faculty and staff regarding the regulatory guidelines and compliances [ST]
- Be humane and flexible in implementing policies and practices [ST]
- Recruit candidates who are ready to align his or her own goal with that of institution adhering to academic and research requirements mandated by UGC in the recruitment process [LT]
- Orientation regarding vision and mission of the institution, annual academic programs and existing policies in order to familiarize faculty with departmental expectations, research opportunities, ethical research conduct and academic integrity and ensuring compliances with regulatory and institutional guidelines [ST]
- Acknowledging and celebrating the achievements and contributions of students, staff, faculty and researchers [LT]
- Provide robust career counselling and placement services, internships and industry projects [MT]

- Organize workshops on soft skills, leadership and industry-specific skills [ST]
- Strengthen role and activities of Equal opportunity cell, Women Cell, SEDs Cell, ST/SC cell [LT]
- Foster mentoring programs pairing students with faculty, alumni or professionals for guidance and support and organize training for mentoring. Also making counselling cells [LT]
- Facilitate exchange programs for local as well as global exchange [LT]
- Strengthen facilities for differently abled students [LT]

F. Networking and Collaboration Enablers

Goal: Foster networking and collaboration with industry and community for academic and social development.

Action Plans:

- Promote Alumni engagements [ST]
- Intensify and give direction to the outreach and extension activities of various clubs and societies of the college [ST]
- Develop more community outreach programs by adopting nearby villages or slums area for development, education and environmental conservation [LT]
- Well-structured collaboration with institutions, industry and society focusing partnership-building with local, national and global agencies [LT]

G. Physical Enablers and Sustainable Practices

Goal: Upgrade physical to support modern and sustainable educational needs.

Action Plans:

- Protect the natural topography and conserve water and natural resources and promote use of recycled materials in construction design [ST]
- Ensure accessibility for persons with disability (PwD) [ST]
- Ensure safety and Risk management by availing fire safety measures in the building [ST]
- Expand and update library facilities [ST]
- Provide enhanced facilities for sports, fitness and health including mental health services like counselling and well-being centers [LT]
- Upgrade multi-media facilities in the auditorium [LT]
- Strengthen the information communication facility in the campus [LT]

- Strengthen disaster resilient and mitigation infrastructure and CCTV surveillance in the campus [LT]
- Expand the classroom and department facilities in terms of building area [LT]

H. Digital Enablers

Goal: To strengthen digital and technological facilities to support modern educational needs making students skillful in digital education.

Action Plans:

- Ensure ICT infrastructure in the campus for high-speed internet, communication and digital information access [ST]
- Host in-house or cloud-based data for real time monitoring, security and structured Wi-Fi networks [ST]
- Ensure online teaching learning platform and avail e-contents for students [ST]
- Prioritize data privacy and security adhering to cyber security protocols ensuring protection from external threats and natural disasters [ST]
- Promote digitalization and automation in administrative works [LT]
- Promote paperless system incorporating digital processing for all educational activities and providing stakeholders with online access [LT]
- Introducing digital evaluation and assessment [LT]

I. Monitoring an Evaluation

Goal: Put in place a robust system for continuous evaluation and monitoring of steps taken for IDP and examine whether the targets are met as planned.

Action Plans:

- Regular review meetings to assess progress against strategic goals
- Conduct annual surveys and feedback from stakeholders
- Prepare annual report on the progress made

Institutional Development Committee (IDC)

1. Dr. Fr. R. Pradeep Kujur
2. Dr. Fr. Ajay Minj
3. Dr. Fr. Prabhat K. Soreng
4. Fr. Ravi Hemant Kujur
5. Dr. Shiv Kumar
6. Dr. Jyoti I. Tete