



ST. XAVIER'S COLLEGE MAHUADANR

Estd: 2011. Affiliated to Nilamber-Pitamber University, Medininagar NPU/R/953/11

P.O- Mahuadanr, Dist. Latehar, Jharkhand 822119

Accredited with 'B' Grade by NAAC

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Initiatives of IQAC 2022-23

1. Student Induction Program for Freshers:

The departments responsible for conducting Student Induction Programs for incoming freshers of the 2022-23 academic year, along with Student Orientation Programs for current second and third-year students, provided proper instruction and guidance in September of the same academic year. This ensured that all students were properly prepared to begin their studies successfully.

2. Bridge Course After Orientation:

Bridge courses for the new freshers were conducted for 15 days in September 2023. Class instructors put considerable effort into this program to ensure that students were provided with essential knowledge concerning their major as well as related subjects in their honors paper.

3. New Admission:

The Principal showed appreciation for the staff's dedication and diligence in increasing admissions this academic year, which reached 298. The entire faculty pledged to continue their efforts in the coming year to raise that number further through excellent results.

4. International Webinar & National Webinar:

An international webinar on research skills and development was organized by the science stream on September 10th, featuring eminent resource persons such as scientists and professors. Additionally, a national webinar on sustainable environment was conducted by the Arts stream for the benefit of faculty and research scholars, focusing on research methodology and writing from 20th to 21st September 2022.

5. Value-Added Courses:

Several new value-added courses for students targeting skill inculcation, training in trending areas, and communication skills were introduced with the support of HoDs of the departments.

6. Mentor-Mentee:

The Internal Quality Assurance Cell (IQAC) organized a faculty development program with the aim of reviving the Mentor-Mentee System, entitled 'Re-visiting Mentoring', for the teaching faculty. To initiate the program, Circulars were released outlining the requirements of the Mentor-Mentee Program for the current year.

7. Documentation for 2nd Cycle of Accreditation:

- An audit was conducted across departments, and the Principal requested all IQAC members to contribute towards the task of data collection for flawless documentation.
- On College Day on December 3rd, 2022, the College Annual Magazine with reports of various college activities was released.
- To facilitate online documentation and ensure timely reporting, a new Central Documentation WhatsApp group was created.
- Asst. Prof. Rashmi Suman Toppo from the English Department initiated the process of updating monthly event reports.

8. Mentoring Non-Accredited Colleges:

A Memorandum of Understanding (MoU) between Gulabchand Prasad Agrawal College Chatrapur, Sadma, Palamau, Jharkhand was signed to provide mentorship for NAAC Accreditation.

9. Visit of General Assistant:

The visit of the General Assistant was conducted in an exceedingly gracious manner. Reports and documents were thoughtfully prepared and presented, imparting a revitalizing energy to all faculty members following the meeting with the General Assistant.

10. Introduction of Certificate Courses:

New certificate courses have been introduced, and existing certificate courses have been updated to enable students to gain technical skills, fulfill job-related duties, and build essential transferable competencies such as critical thinking, decision-making, and focus on the topics related subjects in detail.

11. Preservation of Primitive Language, Tribal Art and Materials:

The Cultural Committee organized an exhibition on the tribal materials/fabrics utilized by the indigenous people of Jharkhand to safeguard and foster their distinct artistic customs. Furthermore, the Head of the Department for Kurukh organized webinars and seminars to emphasize the importance of preserving the native language and culture for successive generations.

12. Conversion of CFL to LED Bulbs:

The replacement of CFL light bulbs with LED light bulbs was done as a viable option, as LEDs require less energy and are up to 75 percent more efficient in producing the same amount of light. Implementing a full conversion to LED lighting could lead to significant reductions in both energy costs and maintenance costs, while also enhancing safety for students, faculty, and staff across campus.

13. New Education Policy:

The implementation of a new, revised syllabus aligned with Outcome-Based Education for first-year undergraduate students commenced in the new academic year.

A Seminar on the "New Education Policy" was organized by IQAC, providing staff and students with a Colloquium on the draft National Education Policy to enhance their knowledge.

14. ICT Facilities and Infrastructure for Online Teaching:

The IQAC offered technical assistance and expertise to all departments, cells, and committees to facilitate event organization. Additionally, the ICT facilities and infrastructure for online teaching were updated with an increase of 10 new computers and an additional 10 MBPS internet lease line connection.

15. Presentation of SSR Requirements:

A one-day workshop on the Revised NAAC Manual was organized by the IQAC, addressing all metrics included in the manual through group discussions. Additionally, a workshop on the Challenges of the Second Cycle of NAAC Accreditation was conducted. Furthermore, IQAC-Department Interface meetings were held to emphasize the importance of the Second Cycle of NAAC Accreditation.

Faculty members were divided into three groups to start the process of preparing the SSR.

16. National Digital Library of India:

Digital educational resources were provided to enable, motivate, and foster learning, and an online learning platform was subscribed to; students and faculty have the ability to sign up for courses and gain certificates.

17. Youth Festival cum College Day:

A week-long College Day and Youth Festival was convened to showcase the talents of the students, as well as to prepare them for competitions of the university, district, state, and national levels.

18. Examination:

A two-day training program on invigilation, supervision, and evaluation of examinations was jointly organized by the Internal Quality Assurance Cell (IQAC), the Examination Cell, and the Controller of Examinations.

19. Unnat Bharat Abhiyan:

The Department of Hindi was given the task of uploading the necessary data to the Unnat Bharat Abhiyan portal to initiate Unnat Bharat Abhiyan at the institution for Swachhta and rural engagement. Various clubs and departments implemented social extension activities for students to address local advantages and disadvantages.

20. Strengthening Innovation and IPR Activities:

In efforts to promote research and advance intellectual development, the Research/Innovation Cell gave workshops on Intellectual Property Rights (IPR) and Plagiarism and Quality Research Publication to benefit both researchers and scholars at the college.

21. Capacity Building Programme for the Staff:

Capacity-building programs were conducted to enhance the skills, instincts, abilities, processes, and resources of all teaching and non-teaching staff to ensure the college's success in a constantly evolving world.

22. Process to Add College Journal in UGC CARE List and Obtain ISSN:

The Research and Innovation Cell (R&I) determined to increase the publication of the college research papers in a college research journal entitled Xaverian Quintessence, thus applying to the relevant ISSN National Centre for an International Standard Serial Number (ISSN).

23. IQAC Meeting with Different Stakeholders:

The Internal Quality Assurance Cell convened a meeting with multiple stakeholders to acquire their views and perspectives related to the development, progress, and expansion of the institution. Upon conclusion of the gathering, the reports were then provided to management.

24. Award Ceremony for Academic Toppers & Regular Attendance:

An award ceremony was held to recognize academic excellence and regular attendance, emphasizing the value of punctuality. Recognitions serve as powerful incentives for students and make their progress more evident.

25. INFLIBNET:

Registration of INFLIBNET was undertaken to facilitate communication capabilities for improved data exchange, providing support for student grants, teaching, research, and education through the collective effort and participation of relevant institutions.

26. Academic and Administrative Audit:

A Workshop on Academic and Administrative Audit was held in preparation for the Academic Audit. Internal Auditing of all academic departments within the college was conducted, and External Academic and Administrative Auditing took place after the completion of data collection.

27. Annual Quality Audits:

Annual Energy, Green, and Environment Audits were conducted through a questionnaire survey to assess the environmental consciousness of students, teachers, and non-teaching staff. An Annual Gender Audit was administered by different department heads and office personnel.

28. Savitri Bai Phule Scheme:

Awareness of the Savitri Bai Phule Scheme, initiated by the Jharkhand Government to promote girls' education and their future well-being, was raised among students and local villagers through the efforts of students and staff.

29. AQAR for 2021-22:

The college successfully submitted its fourth Annual Quality Assurance Report (AQAR) for the 2021-2022 academic year.

30. NIRF & AISHE Data:

Participation in the NIRF Ranking and uploading of AISHE data were completed.

31. CSR Coaching:

A Memorandum of Understanding (MoU) was made to offer Corporate Social Responsibility (CSR) mentorship to college students in batch-wise groups.

32. Students Satisfaction Survey:

A Student Satisfaction Survey was conducted internally utilizing a questionnaire designed to assess quality improvement. The outcomes were presented to the Principal for corrective and enhancing actions.

33. Review of NAAC 2018 Report:

Assistant Professor Shashi Shekhar presented a report detailing the areas in which the college lost marks during the first cycle. Corrective measures were decided based on the findings of the initial NAAC accreditation cycle.

34. 2nd Cycle of NAAC Accreditation:

The Criteria Coordinators Meeting was regularly held to strengthen efforts related to the criteria. An IQAC workshop on the revised NAAC Manual was organized, engaging members in discussions about the metrics. The Criteria Committee was expanded to ensure full participation and data collection from all involved entities.

35. SQAC:

The Student Quality Assurance Cell (SQAC) convened to ensure student involvement in the Accreditation process and their contribution to quality improvement.

36. Department Level Programs:

The IQAC-NAAC Coordination teams organized individual meetings with each department of the college in preparation for the 2nd Cycle of NAAC Accreditation. Additionally, a workshop on the New Education Policy was carried out at the departmental level, and draft Program Specific Outcomes (PSO) and Course Outcomes (CO) were submitted to Stream Coordinators for review.

37. Suggested Need for Upgradation of Sports and Gym Facility:

The Sports committee coordinator prepared a list of requirements to upgrade the Sports and Gym Facilities, enhancing the quality of sports and gym activities. The necessary materials were then purchased.

38. Parents-Teacher Meeting:

Parent-Teacher Meetings were held at the college level & department level to motivate students to strive for excellence, cultivate their academic accomplishments, and broaden their capabilities. This illustrated that parents and teachers are closely monitoring and inspiring them to succeed academically and through extracurricular activities.

39. University Model Exams:

University model exams were conducted for all students of three different batches, providing them with an opportunity to become familiar with the examination format and gain experience.

40. MoUs:

Multiple Memoranda of Understanding (MoUs) were entered into with prominent institutions to facilitate collaborative activities.

41. Xaverian Week:

In celebration of St. Francis Xavier's birthday, the college organized Xaverian Week events to foster students' skill development and community engagement. Furthermore, a Blood Donation Camp was held this year to encourage a spirit of service among the students.

42. Policy Documents:

The current policies were amended to ensure the safety and welfare of students and staff.

43. SSR Core Groups:

Two core groups were formed to ensure accurate and correct documentation for SSR. Assigned personnel were tasked with overseeing the documentation work and any related activities.

44. Mini Research:

The Research/Innovation Cell launched departmental mini research projects to promote enthusiasm for learning, help undergraduate students in making career decisions, foster mentorship between learners and faculty members, and increase student aptitude in written communication, verbal expression, and team collaboration.

45. Smart Classrooms:

A training program was organized to empower faculty to effectively use Smart Boards for enhancing the college's teaching-learning process by installing them in classrooms and seminar halls.

46. CCTV Camera Installation:

To enhance the security of the premises and monitor student, staff, and visitor activities, a total of 36 CCTV cameras were installed in the college.

47. Canteen Upgrade Proposal:

Construction work for a new canteen has been initiated following the approval of the management. This project aims to enhance food facilities for both students and staff.

48. Language Lab Establishment:

The college has established a language lab to empower students in refining their English language skills. This facility allows students to independently or collaboratively improve their verbal and phraseology abilities using audio equipment and other resources.

49. Student Resource Centre Inauguration:

With the support of Mr. Tanweer, a member of the IQAC, the Student Resource Center was inaugurated. This center introduces job-oriented courses that provide rural students with valuable skills for their future, offering access to employment opportunities in various fields.

50. Internship Programme:

Internship programs, faculty exchanges, and project works were instituted with institutions with whom a Memorandum of Understanding has been formalized.

51. Youth Camp:

In accordance with the decision to leverage the college infrastructure for social programs and external events, the college building and Auditorium were made available for the upcoming Youth Camp organized by the college for inter-college youth from Latehar, Palamu, and Garhwa districts.

52. Self-Appraisal Reports:

Self-appraisal reports from faculty members were gathered and presented to the Principal, necessitating a review of each faculty member's Performance-Based Appraisal System (PBAS) documents to recommend promotions. After receiving approval from the IQAC for the various teachers' promotion files, the Principal conducted individual meetings with each faculty member to ensure successful self-appraisals.

53. Website-Related Matters:

The college website underwent a facelift with new content added. The website committee showcased program outcomes, program-specific objectives, and course goals on the college website.

54. Feedback:

A well-planned survey form was distributed to the Heads of Department (HoDs) to collect feedback on the curriculum, performance of the college, and syllabus from faculty, alumni, students, parents, and employers during the current year. The results of the analysis were scrutinized, and necessary actions were taken accordingly.

55. Improving Placement:

The Placement Training Programs of the college were enhanced by introducing industry interaction and collaboration through an Innovation Cell. Several national and international level programs were implemented to foster interaction and facilitate placement.

56. Alumni Meet & Registration:

To facilitate a connection between recent graduates and senior professionals, as well as to aid young graduates in their career pursuits and foster a bond with their alma mater, Alumni meets were conducted annually at both the departmental and college levels. Alumni registration for the college was also completed.

57. Code of Conduct:

Events were held related to the College's Vision, Mission, and Code of Conduct, as well as Professional Ethics for all College stakeholders to ensure continued adherence.

58. Strategic Plan Review:

A SWOC Analysis was conducted as part of the college's quality improvement initiatives. Strengths, weaknesses, opportunities, and challenges were identified. Additionally, an assessment and review of the college's Strategic Plan were conducted to evaluate its progress in regards to timelines.

59. Programs for the New Academic Year:

A departmental academic calendar was created, facilitating the preparation of an annual college academic calendar.

60. Students Exit Survey:

This exit survey was conducted among departing students of the college to measure the quality of their future endeavors, plans, and settlements.

61. Women Empowerment Programs:

Programs were implemented to advance the welfare of women by providing free health camps and counseling sessions, in addition to other initiatives initiated by the college.

62. Year-End Report of Department Submission to IQAC:

Departments submitted their Year-end Report to the Institutional Quality Assurance Cell (IQAC), providing an in-depth overview of the Department's progress, accomplishments, and areas for improvement over the course of the year. This information aided IQAC in evaluating the quality performance of the Department.



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