Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**ST. XAVIER'S COLLEGE**
Name of the head of the Institution	**Joseph M K**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**06546-227366**
Mobile no.	**7762974328**
Registered Email	**mkjosesj@gmail.com**
Alternate Email	**kaslinsas82@gmail.com**
Address	**St. Xavier's College Mahuadanr Latehar Jharkhand 822119 Latehar**
City/Town	**Mahuadanr**
State/UT	**Jharkhand**
Pincode	**822119**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Sr. Kaslin Juliat**
Phone no/Alternate Phone no.	**06569252349**
Mobile no.	**9102718130**
Registered Email	**kaslinsas82@gmail.com**
Alternate Email	**kaslinjuliet@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.sxcm.co.in/iqacpage.php

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.sxcm.co.in/academiccalendar.php

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.31**	**2019**	**01-Apr-2019**	**31-Mar-2024**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**17-Jul-2017**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Preparation of yearly academic calendar on the	**22-Jun-2018** **7**	**19**

basis of University academic calendar		
Clean and green campus and plastic free zone	09-Jul-2018 6	429
First Aid facilities for all	10-Jul-2018 2	496
International seminar was organized by IQAC	14-Dec-2018 7	94
NAAC awareness seminar	10-Jul-2018 1	56
Academic and Administrative Audit	23-Apr-2019 14	26
Feedback from students, teachers, parents and alumni are collected, analysed and used for improvements	27-Apr-2019 14	592

L::asset('/'),'public/').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'.$instdata->upload_special_status)}}

[View Uploaded File](#)

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View Link](#)
10. Number of IQAC meetings held during the year :	**6**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View Uploaded File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Orientation program for newly recruited teaching staff

Workshops/Seminars are organized for the staff and students

Result analysis of the respective departments

The IQAC coordinated the visits of faculty members from different institutions for faculty enriching programs

Feedback forms are taken from the stakeholders and analysed

No Files Uploaded !!!

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Conduct Workshops/Seminars etc.	Workshop on econtent and eresources was conducted. Workshops on various social issues were also conducted.
Focus on activities for girl students	Various programmes like guest lectures, Certificate Courses, flower decoration, rangoli, mehendi, street play on Gender Equality and celebration of Women's Day were conducted in the Institution.
Upgrading of college website	The college website was upgraded.
Purchase of equipment for different departments	Equipments were purchased as per the resolution of the purchase and finance committee.
Up gradation of career and counseling cell	Seminars and awareness programs were conducted
Focus on Green Initiatives	Vermi- composting, Rainwater harvesting.
Monitoring students progression through counseling	Students monitoring has been progressing as a continual process throughout the year.
Outreach program	NSS units and outreach program committees look after the matter. Meetings and programs were held.
To increase the number of PhD holders	This initiative has increased the number of enrollment in the institution in the academic year 2018-19.
No Files Uploaded !!!	

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

Name of Statutory Body	Meeting Date
Governing Body	**28-Feb-2020**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**18-Jul-2018**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2020**
Date of Submission	**19-Mar-2020**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**The institution is steadily moving from the traditional to automated Management Information Systems (MIS). The following systems are fully functional in the Institute. • Biometric Attendance System for Staff • Institutional email system and Whatsapp group • Storage and information retrieval has become convenient and easy. • Financial accounting through Tally system • Google Classroom online teaching • Scholarship modules • Publications in eversion. Apart from all these the students are encouraged to develop econtents through videography in their learning process. The latest news, updates and information is provided to various stakeholders through facebook and other social media platforms.**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The curriculum is prescribed by the Nilamber-Pitamber University. The curriculum is delivered to the students using a well-planned and documented

process as is enumerated below: a) Qualified faculty is appointed following guidelines prescribed by the UGC and the University. b) The HoD and the members of the staff of the Departments hold meetings at the beginning of the academic year to decide the courses to be allotted to each teacher. The IQAC has asked the teachers to collect requisite material, download reference material and use appropriate teaching aids/audio/videos and PPTs to ensure good curriculum delivery. The teachers are encouraged to use learner-centric methodology to disseminate knowledge. c) The Timetable Committee prepares the timetable for teaching and practical work. Individual timetables are prepared and submitted to the HoD, Timetable Committee and Principal. The timetables for each class are displayed on the main notice board of the college. The teachers prepare Lesson Plans for their respective subjects and get it approved by the HoD. d) The teachers chalk out the co-curricular and extra-curricular activities of the department for the year in the Annual Calendar of the Department which is then approved by the Principal. The activities planned include seminars, presentations by students, departmental celebrations, group discussions, debates, essay writing, question answer sessions and experiential learning activities like student research projects, chart making, participation in competitions and exhibitions etc. An estimated budget is prepared for the activities to be conducted and submitted to the Principal for approval. e) The implementation of the Lesson Plan and the Activities of the Department is monitored by the HoD, IQAC and the Principal. Minutes of Departmental meetings are maintained and decisions taken are recorded. The attendance records are checked and certified by the HoD and Principal. The classroom discussions, question-answer sessions, presentations by students and tests taken give the teachers a feedback on effectiveness of techniques used. Completion of portion for the term and final examination is monitored. Revision is taken. f) After the term-end examinations, the slow learners are given remedial classes to help them cope better. The quick learners are given additional references and doubts are cleared regarding the reference material provided. They are encouraged to participate and present papers in National and International Seminars and Conferences conducted in the college. g) The IQAC compiles the Academic Calendars of the departments and prepares the Annual Calendar of the College. Report of completion of syllabus and activities planned is collected at the end of each term. The IQAC also collects the proofs of completion of activities and maintains records. The Certificate Courses to be conducted in the following year is decided upon and course work, syllabus and teaching aids required is decided upon. The Certificate Courses and Bridge Courses to be conducted are finalized in consultation with the Principal and presented in the G.B meeting for approval.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate Course in Accounting and Taxation	Nil	07/01/2019	150	Employability	Account Maintenance and Tax filing
Certificate course in Mushroom Cultivation and Marketing	Nil	07/01/2019	60	Entrepreneurship	Types, Techniques and Methodology

Certificate Course in Analytical Techniques of Soil Water analysis	Nil	07/01/2019	150	Employability	Experimental Analytical Skills
Communication Skill	Nil	07/01/2019	90	Employability	Effective Interaction
Certificate Course in Agriculture Life Skills	Nil	07/01/2019	90	Employability	Critical-thinking and Problem-Solving Skills
Certificate Course in First Aid	Nil	07/01/2019	150	Employability	Self reliability

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BSc	Chemisty	11/06/2018
BSc	Mathematics	11/06/2018
BSc	Botany	11/06/2018
BCom	Accounts	11/06/2018
BA	Hindi	11/06/2018
BA	English	11/06/2018
BA	Kurukh	11/06/2018
BA	Political Science	11/06/2018
BA	History	11/06/2018
BA	Geography	11/06/2018
BA	Economics	11/06/2018
BSc	Physics	11/06/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	446	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Aptitude Test Training	07/01/2019	87
Tally	07/01/2019	166
Ms-office	07/01/2019	193
View Uploaded File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Internship in State Bank of India	91
BA	Internship in Rajkiya Madhya Vidhyalaya Banskarcha	41
BSc	Internship in Carmel Hospital Mahuadanr	14
BA	Field Project on An Analysis of Jayanta Mahapatra's Description of Puri in his Imagist Poems	28
BA	Field Project on Rural Development- A Case Study of Suggabandh Village	91
BA	Field trip to Chainpur Gumla, Jharkhand	79
BA	Field trip to Gundari Mines project Gumla	23
BA	Field Project on Study on Historical Evidences of Tribal Museum in Gumla	36
BA	Field Project on Observing and Analyzing the pedagogy of Kartik Oraon College	62
BA	Teaching-learning A study experience at K.O college Gumla, Jharkhand	41
View Uploaded File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Feedback is collected from various stakeholders i.e., students, teachers, alumni and parents using parameters which are relevant and appropriate considering recent developments in the field. Stress on the student and teachers, in terms of contact hours and inclusion of latest developments in the subject is also monitored. Feedback obtained is studied and analyzed by the IQAC. Suggestions are very seriously considered and appropriate action is taken. Feasibility of proposals is considered proposals are formulated and forwarded through the Principal to the Management for their approval. Feedback from stakeholders is utilized for the overall development of the Institution. Feedback from students: It was observed that the majority of students were satisfied with the newly introduced CBCS syllabus in terms of the inclusion of recent developments in the programmes and employability. The Institution plans to introduce a few more Certificate Courses in the next academic year 2019-2020. Infrastructural changes were made for different departments. Feedback from Teachers: Teachers give feedback on course content and suggest inclusion of recent developments in the subject. These suggestions are forwarded to the Principal through the IQAC. Feedback from Parents: Parents give feedback on facilities required in the Institution and voice their concerns. They also voice the concern of their wards. Parents give recommendations on the syllabus in order to enhance skills of their wards in increasing employability and procuring employment. Feedback from Alumni: Alumni give suggestions on Certificate Courses to be run, considering career prospects, skill development and employability. The newly introduced syllabus has adopted adequate changes in the programs. The difficulty level of programmes has been restructured. Majority of stakeholders were satisfied with the changes in curriculum. Students and teachers have given satisfactory feedback about number of contact hours and volume of syllabus. The College organizes various workshops for the resolution of queries in this matter. Teachers have participated in these workshops and have communicated their grievances and suggestions to the authorities.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Botany	100	3	3
BSc	Chemistry	100	0	0
BSc	Mathematics	100	17	17
BSc	Physics	100	9	9
BCom	Accounts	100	39	39
BA	Hindi	100	18	18
BA	English	100	13	13
BA	Geography	100	30	30
BA	History	100	17	17
BA	Politcal Science	100	29	29

View Uploaded File

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	446	0	34	0	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
34	34	15	4	1	3

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

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

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has mentor and mentees system. In the college 446 students are enrolled in the academic year. We have bifurcated the teachers and students into mentor and mentees. We have divided the sections among the teachers, who become the mentors of that section. The responsibilities of mentoring is assigned to individual teachers of the same department. The concerned teacher takes the responsibilities of the concerned students of the sections. Throughout the session that mentor takes the responsibilities and all the related issues such as academic problems, subject related, their social problem, their individual problems, financial problems, carrier guidance and their personal problem also discussed with the concerned mentor. Generally the students hesitate to share their problems specially the individual problem and their social problem. So they keep themselves as a mute observer and listener. Our mentors try to find out the reason behind their muteness and make them talkative by various means. Our students come to their mentors and share their views, opinions and their academic related problems and queries. The mentors try to solve the problems as possible to them. Our mentors and college make the arrangement of the guidance, lectures on competitive examination and give the proper guidelines for various competitive examinations. The individual mentor also gives the students proper and appropriate guidance for carrier point of view. The students of our college belong to tribal, socially and economically backward section of society. They are from small villages, so they generally hesitate to share their personal and individual problems before the mentors, so the percentage of students who seek guidance from mentors is low. But our teachers i.e. all mentors try to make their level best and always promote the students to feel free with the teachers. With each male mentor there is a female mentor is also available for the girl mentees. So, the girl students share their personal hygienic, social and all problems with the lady mentors. And lady mentors try to solve the problems of the girl students throughout the session. The details of the documentations and record of mentor and mentee is maintained by the respective mentor. And related record is kept ready the concerned department.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
446	34	1:13

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
34	34	0	0	7

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BAHONSGEO	PART-III	16/05/2019	11/06/2019
BA	BAHONSECO	PART-III	16/05/2019	11/06/2019
BA	BAHONSPOLSC	PART-III	16/05/2019	11/06/2019
BA	BAHONSHIS	PART-III	16/05/2019	11/06/2019
BA	BAHONSENG	PART-III	16/05/2019	11/06/2019
BA	BAHONSHIN	PART-III	16/05/2019	11/06/2019
BCom	BCOMHONSAC	PART-III	17/05/2019	11/06/2019
BSc	BSCHONSMAT	PART-III	17/05/2019	11/06/2019
BSc	BSCHONSPHY	PART-IIIPART-III	17/05/2019	11/06/2019

View Uploaded File

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution has taken into consideration the inputs given by the NAAC Peer team regarding Continuous Internal Evaluation (CIE). Some reforms initiated on CIE are: 1. In this academic year with the approval of the university we have introduced Choice Based Credit System (CBCS) for the new batch of students. 2. The number of mid-semester exams have been increased to two per semester so that students will have more chances to evaluate their academic progress. 3. Assignments and/or projects have been made compulsory for all the departments to train them in knowledge-searching. 4. Viva on assignments are conducted to mitigate 'copy-paste culture' in assignments and dissertations. 5. Provision has been made to add marks for attendance and responsiveness in class into the 25 marks required to be sent by the HEI under the CBCS system of marking. 6. Students are made to take tests from previous year University questions so that they may get acquainted with the question pattern of University exams. The College library makes available the previous year question papers for students. 7. Class tests have been an inherent part of the Continuous Internal Evaluation system of the HEI. Slow learners are now identified at an early stage and regular class tests at the end of each chapter/topic are conducted with special focus on slow learners. 8. Under the mentor-mentee program of the college, the teachers discuss with the students their academic performances and progress and also try to find out if the students have any issues hindering their academic growth. Results: The reforms initiated on CIE have resulted in achieving 100 result in B.A., B.Sc. and B.Com. University final year (Part-III)examinations

2019.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Following are the policies of the HEI regarding academic calendar for conduct of Examination and other related matters: 1. The college is affiliated to Nilamber-Pitamber University and hence the pattern prescribed by the university is strictly followed. The university provides an academic calendar that specifies the date of commencement and end of the classes for each year/semester along with the government holidays. Before the beginning of every academic year, the Principal gets the approved almanac for the HEI from the affiliating University. 2. The academic calendar of the HEI is prepared in consultation with the Academic Council, Exam Committee, HoDs and other staff of the College. 3. Mid-semester examinations and other tests are conducted at regular intervals whilst keeping space for University exams based on tentative dates for the University exams. 4. The HEI ensures that all the exams and tests given in the academic calendar are followed without fail. In rare cases the Principal alters (prepones or postpones) the dates of the examination. 5. The academic calendar also mentions the dates of the publication of results and the results are published on time to run the CIE effectively. 6. The Calendar also includes parents-teachers meetings which are held to assess the performance of the students.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://www.sxcm.co.in/courseoutcome.php

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BAHONSGEO	BA	GEOGRAPHY	17	17	100
BAHONSECO	BA	ECONOMICS	1	1	100
BAHONSPOLSC	BA	POLITICAL SCIENCE	13	13	100
BAHONSHIS	BA	HISTORY	7	7	100
BAHONSENG	BA	ENGLISH	7	7	100
BAHONSHIN	BA	HINDI	9	9	100
BCOMHONSAC	BCom	ACCOUNTS	21	21	100
BSCHONSMAT	BSc	MATHEMATICS	4	4	100
BSCHONSPHY	BSc	PHYSICS	2	2	100
No file uploaded.					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://www.sxcm.co.in/studentsatisfactionsurvey.php

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Leadership in digital world	Geography	05/11/2018
Success without stress	Political Science	08/08/2018
Talk on learn to lead	Botany	18/01/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

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

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Sociology	4	4.8
International	Botany	19	10.54
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Micro- propagation from nodal explants of rose (Rosa hybrid L.) at different concentration of BAP (6-Benzyl Amino Purine)	Dipti Shradha Tirkey	International Journal of Chemical Studies	2019	4.86	St. Xavier's College, Mahuadanr, Latehar, Jharkhand	4
Documentation of plant taxa used as Bio-fence in Ranchi district, Jharkhand: Way to Conservation of plant biodiversity	Dipti Shradha Tirkey	International Journal of Chemical Studies	2019	4.86	St. Xavier's College, Mahuadanr, Latehar, Jharkhand	2
Genetic variation and heritability estimation in 100 accessions of Jatropus curcas L. for fruit yield and vegetative traits in sub-tropical climate of Ranchi district of	Dipti Shradha Tirkey	International Journal of Chemical Studies	2019	4.86	St. Xavier's College, Mahuadanr, Latehar, Jharkhand	3

Jharkhand							
An Account of economic life of Ganjhus of Jharkhand: An Ignominy for the rich Jharkhand and the great India	M.K .Joseph SJ	International Journal of Research in Humanities, Arts and Literature	2019	4.8397	St. Xavier's College, Mahuadanr, Latehar, Jharkhand		2
Historical Background of the Ganjhus of Jharkhand with with Special Reference to the Naxalite movement	M.K .Joseph SJ	Journal of Emerging Technologies and Innovative Research	2019	5.87	St. Xavier's College, Mahuadanr, Latehar, Jharkhand		1
A Detailed Analysis of the Ganjhus of Jharkhand from Sociological Perspective	M.K .Joseph SJ	International Journal of Research and Analytical Reviews	2019	4.236	St. Xavier's College, Mahuadanr, Latehar, Jharkhand		2
Religio-Cultural Profile of the Ganjhus-Bhogtas: The lesser Known Dalit Community of Jharkhand	M.K .Joseph SJ	International Journal of Research in Humanities, Arts and Literature	2018	4.8397	St. Xavier's College, Mahuadanr, Latehar, Jharkhand		1
Phytochemical Profiling of Ochna obtusata DC. Var. pumila (Buch.-Ham. Ex DC) -	Raphael R Marandi	World Journal of Pharmaceutical Research	2018	2903	The Rapinat Herbarium and Centre for Molecular Systematic, St. Joseph's		5

Title of the Paper	Name of Author	Title of journal	Year of publication		Institutional affiliation as mentioned in the publication	
An Endangered Ethnomedicinal Plant of Jharkhand					College (Autonomous) Tiruchirapalli, TamilNadu	
FT-IR, HPLC, GC-MS and wis of Peucedanum dhana buch.-Ham. Ex CB Clarke (Bhojraj): A rare and endangered medicinal plant of Chotanagpur, Jharkhand	Raphael R Marandi	International Journal of Research in Pharmacy and Pharmaceutical Sciences	2018	5.517	The Rapinat Herbarium and Centre for Molecular Systematic, St. Joseph's College (Autonomous) Tiruchirapalli, TamilNadu	736
Dessy, VJ 2015. " Phytochemical, antioxidant and antibacterial studies on the essential oil of the rhizome of Curcuma amada roxb."	Raphael R Marandi	International Journal of Current Research	2018	7.749	The Rapinat Herbarium and Centre for Molecular Systematic, St. Joseph's College (Autonomous) Tiruchirapalli, TamilNadu	3

View Uploaded File

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	35	5	1	0
Presented papers	16	11	0	0

Resource persons	0	1	0	0
No file uploaded.				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Cleanliness Drive in Rajdanda village	NSS	7	44
Swatcch Bharat Abhiyan in Prakash Nagar	NSS	3	79
Swatch Bharat Abhiyan, a clean campaign programme in Beltoli	NSS	12	86
Plantation program in Regai	NSS	8	72
Importance of health and hygiene awareness program in Prakash Nagar	YRC	4	23
World Population Day: An awarenss program in the market of Mahuadanr	YRC	8	56
Awareness program: Importance of the rights of workers	YRC	32	426
An awareness program: Problem of Alcoholism	NSS Department of Political Science	12	52
An awareness program was centered on the themes of Abortion	NSS Departments of Geography Botany	7	92
Awareness program on Diseases	NSS Department of Economics	8	38
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Blood Donation Camp	Award for donating Highest Contribution in	Jharkhand State AIDS Control Society	42

	Voluntary Blood Donation Nilamber Pitamber University			
No file uploaded.				

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
St. Xavier's College Mahuadanr	Department of History	Water Conservation	12	35
St. Xavier's College Mahuadanr	Department of Hindi	health and hygiene, giving the symptoms of Malaria and Typhoid	9	28
St. Xavier's College Mahuadanr	AICUF	Protection of Girls in Jharkhand	6	42
St. Xavier's College Mahuadanr	AICUF	Awareness of Safety of Women in Beltoli village	7	35
St. Xavier's College Mahuadanr	AICUF	Role of the Members in the Committee and his/her Contribution to the Society specially regarding the health of the illiterate community	15	92
St. Xavier's College Mahuadanr	AICUF	Aids awareness program	31	228
St. Xavier's College Mahuadanr	AICUF	Value of Women education among Adivasi	15	84
St. Xavier's College Mahuadanr	AICUF	Natural Disaster Fund for Kerala disaster relief	52	446
St. Xavier's College Mahuadanr	AICUF	Village outreach programme on the theme "Importance of Girl Child Education" in Beheratoli	15	35

St. Xavier's College Mahuadanr	AICUF	Inter-college meet for importance of personal growth in Youth	7	48

[View File](#)

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange	Students	St. Xaviers College, Mahuadanr	30

No file uploaded.

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
MOU	Internship/ Project	State Bank of India, Mahuadanr	01/12/2018	22/12/2018	91
MOU	Internship/ Project	Rajkiya Madhya Vidhyalaya Banskarcha, Mahuadanr, Latehar	03/01/2019	03/02/2019	41
MOU	Internship/ Project	Carmel Hospital, Mahuadanr	01/05/2019	22/05/2019	14

No file uploaded.

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
St. Ann of Luzern, Northern Province, Vishakhapatnam, Andhra Pradesh	11/12/2018	Hostel Management	8
Tarumitra Bio-Reserve, St. Xavier's Patna	26/07/2018	Students and Faculty exchange/ Eco- Audits/ Internship/ Projects	8

| Carmel Hospital, Mahuadanr | 21/01/2019 | Internship/ Projects | 8 |

No file uploaded.

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
15.7	15.7

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Newly Added
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Newly Added
Campus Area	Existing

No file uploaded.

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
No Data Entered/Not Applicable !!!			

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	5177	1598176	290	96644	5467	1694820
Reference Books	108	14706	61	11860	169	26566
e-Books	4297	0	0	0	4297	0
CD & Video	19	0	0	0	19	0

No file uploaded.

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	41	2	2	0	17	8	12	100	0
Added	5	1	1	0	4	0	0	0	0
Total	46	3	3	0	21	8	12	100	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
YouTube videos	http://www.sxcm.co.in/eresources.php
PPT	http://www.sxcm.co.in/eresources.php
PDF	http://www.sxcm.co.in/eresources.php

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
31.22	29.39	17.41	15.71

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – Laboratory, library, sports, computers, classrooms etc. The college has its statutory committees that take care of the various programs of the college including infrastructure facilities equipments. Infrastructure: Finance and Purchase Committee see the necessary arrangements for adding new academic infrastructure in the college as per the needs of the departments/college. Construction, repair and maintenance of the main building and physical infrastructure like water, power supply and gas are looked after by them. All minor faults are attended and repaired by the technician of the college. The college has a generator system for uninterrupted power supply. Maintenance of toilet and service areas is outsourced through various external agencies. It also takes care of other works such as whitewashing, constructing/renovating buildings and other repair works. The equipment, instruments and items for use in the laboratories are purchased after prior approval and scrutiny to ensure optimal utilization of funds allocated to the respective departments in each academic year. The greenery of the garden is well taken cared by the gardener as well as the faculty and students of Botany department. A Herbal and Botanical garden is established in the college for the students to obtain knowledge and to maintain pollution free environment. Planting of seasonal trees is carried out in the college regularly. The NSS and Eco-club take initiative in planting trees during monsoon. Library: There is a Library Advisory Committee which is concerned with

purchase, issue and up-gradation of library facilities. The grievances of students regarding library are taken care of by them. Computer IT infrastructure: There is a coordinator for the Computer Resource Center who monitors use and maintenance of computer labs in the college. The Publication Committee looks after information sharing and uploading on the college website. Laboratory Equipments/ Machineries: Gas connection pipeline is checked regularly for any leakage by the college technician. Lab assistants maintain stock register in the laboratory for keeping a list of chemicals, glassware and any other instruments used in the laboratory. They also maintain Dead Stock Register to keep account of the non-functional equipment and machineries etc. The laboratory equipment is maintained at the departmental level by the staff or through technicians of the college annually and/or whenever necessary. Furniture/ related items: There are staffs to look after the maintenance and repair work of furniture and fixtures and other physical infrastructure. They bring into the notice of the authority the needs of repair work and certify after the work has been completed. Sports: College has a Sports Committee which looks into matters of sporting events throughout the year. College organizes inter-departmental tournaments of sports and games like football, cricket and volleyball. College provides all the necessary equipments to the students. College has two football grounds, two badminton courts, two kabaddi courts, one cricket ground and one basketball court. The maintenance of the grounds is well taken care of by the sports committee and maintenance staffs.

http://www.sxcm.co.in/policyformaintenance.php

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	e-kalyan	271	3984180
Financial Support from Other Sources			
a) National	0	0	0
b)International	0	0	0
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Soft skill development	16/07/2018	85	St. Xaviers College, Mahuadanr
Remedial coaching	07/01/2019	146	St. Xaviers College, Mahuadanr
Bridge courses	09/07/2018	193	St. Xaviers College, Mahuadanr
Yoga	12/01/2019	446	St. Xaviers College, Mahuadanr
Meditation	12/01/2019	446	St. Xaviers College, Mahuadanr
Personal	06/08/2018	446	St. Xaviers

Counseling			College, Mahuadanr
Mentoring	06/08/2018	446	St. Xaviers College, Mahuadanr

No file uploaded.

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	SXCM Pragati Scheme	85	85	0	0

No file uploaded.

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	2

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Tarumitra Bio-Reserve, St. Xavier's Patna	85	0	Kartik Oraon College, Gumla	62	0

View File

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	11	B.Com	Accounts	Janta Shivratri College	Post Graduation
2019	4	B.A.	Hindi	Ranchi University	Post Graduation
2019	1	B.A.	Hindi	Ganesh Lal Agrawal (GLA) College	Post Graduation
2019	1	B.A.	English	Ganesh Lal Agrawal	Post Graduation

2019	1	B.A.	English	Kartik Oraon College, Gumla	Post Graduation
2019	1	B.A.	English	Chandravanshi B.ed College, Garhwa	Bachelor of Education
2019	5	B.A	Political Science	Ganesh Lal Agrawal (GLA) College	Post Graduation
2019	1	B.A	Political Science	Ranchi University	Post Graduation
2019	2	B.A	Geography	Ganesh Lal Agrawal (GLA) College	Post Graduation
2019	1	B.A	Geography	Nirmala College	Post Graduation

No file uploaded.

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
Long distance and Sprint race	Inter-departmental level	50
Sack race	Inter-departmental level	90
Cycle race	Inter-departmental level	90
Kho-Kho match	Inter-departmental level	72
Kabaddi match	Inter-departmental level	48
Badminton match	Inter-departmental level	48
Cricket match	Inter-departmental level	96
Volleyball match	Inter-departmental level	80
Football match	Inter-Institutional level (St.Joseph's and	48

| St. Xavier's) | | |
| Football match | Inter-departmental level | 96 |

No file uploaded.

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

No file uploaded.

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

The Students Council is a good training ground for students to develop skills of good governance. The election to the Council helps them practice these skills and learn the skills of Democratic representation and participation. The Students Council election and the establishment of it takes place during the first term. Class Representatives (CR) are elected by the class and then candidates for the Council are proposed by them from among the Representatives. The proposed names of the students are then forwarded to the Principal who then holds an election session for the Council. The Council elects a President, a Vice-President, two Secretaries, Treasurer and other members of the Council. The Principal and the Coordinator of the Student Council see to it that girls are adequately represented in the council. The Students Council is a forum where the students can voice their issues if any, related to any aspect of the functioning of the College. The Students Council representatives participate wholeheartedly in all the activities of the College and give a feedback associated with teaching learning processes. The members of the Students Council, the CRs and Committees coordinate with the teachers and students of the Departments in the execution of activities planned. The Students Council take direct participation in all students related administrative activities. As per the custom of the College, seats are given to the members of the Council in various committees and bodies such as Anti-Ragging Cell, Women Safety Cell etc. Students Council takes active participation in planning various Cultural activities and Sports activities. The college administration always welcomes the suggestions from Students Council. Apart from this the college conducts various co-curricular, extracurricular activities throughout the session and without active participation of the Students Council such activities could not be successful. The institution provides opportunity for Democratic involvement of the students in various Academic, Administrative and Extra-curricular activities by giving them representation on various committees such as Students Council, NSS and Extension Services, Games and Sports, Cultural Activities Committee etc. Activities: • Organizing various programmes and activities throughout the session. • Giving suggestion to the Principal for solution of the Students problems. • Chalking out plans for curricular, co-curricular, extracurricular activities of the college. • Discussing the various issues related to students. • Find solutions to the grievances of students. • Providing students feedback to the administration regarding the various issues and activities. The Students Council plays an important role in maintaining discipline in the college. Each and every activity of the college is carried out successfully with the help of Students Council. Students Council is an integral part of the academic and administrative system.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

248

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

6850

5.4.4 – Meetings/activities organized by Alumni Association :

YES

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The concept is applied in the college and implemented by the Principal who perceives the importance of academic intellect and seeks a strong relationship with the staff. The Principal understands that they are the facilitators who deal directly with the stakeholders and satisfy their needs. To understand the basic needs of the day-to-day activities and to stay ahead in basic requirements, the decentralization of management has been adopted by the College. All stakeholders welcome the innovative ideas, concepts and thoughts from the management and their involvement in decision making process through decentralization. The concept of employee participation in the college's decision making is always praiseworthy. Participative decision making is practiced in the college. All the important developmental plans are discussed with the staff of the college along with the Committee members before implementing the developmental plans. The Principal assigns responsibilities to the coordinators of Committees on the basis of suggestions made by the Administrative Staff Council. The Heads of Departments play important roles in developing their respective departments with the involvement of the departmental staff. The HoDs are given the freedom and mandate to decide on the various activities concerning academic and administrative work of their departments. The HoDs are given the autonomy to decide the equipments required for their departments and the needed materials. The students are also part and parcel of governance of the activities of the college. The representatives of the students are incorporated in the major committees like IQAC, Discipline committee, YRC, Eco-club etc. They give their suggestions for implementations of decisions. Scope of Participative Management Though associating with the entire staff and students at every stage of decision-making is not possible, still regular exchange of information, ideas, consultations, thoughts, decisions and negotiations between staff and the students definitely is a benefit to the college. Objectives of Participative Management We believe in participative style of management in the college such as: Participative management makes the best use of human intellectual and emotional capital. It gives the staff an opportunity to contribute their ideas and suggestions to improve processes and create a better working environment. Our staff has a say in decision making process, it gives them a psychological satisfaction. It is a simple force that drives them to improve their performance, create a proper channel of communication and find practical solutions to design better organizational processes.

6.1.2 – Does the institution have a Management Information System (MIS)?
Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The Institution has introduced 03 Certificate Courses this year. Issues relevant to gender, environment and sustainability, human values and value-added courses, Professional Ethics have been incorporated into the Curriculum. The Principal of the College is a member of the Academic Council of the Nilamber-Pitamber University to which the College is affiliated. The academic council of the University prepares the syllabus for all the colleges and designs the curriculum. Besides this, it prepares the annual calendar and directs to conduct the examination on time.
Teaching and Learning	The college follows a holistic approach for growth and development of students our teaching and learning methodology includes class room lectures, brainstorming, presentations, quizzes, inquiry learning, hands on activities etc. Adequate infrastructural facilities are provided for teaching learning. The college has well-qualified and experienced faculty members to impart knowledge and skills. Mentoring system in the college provides special care to students who are considered as slow learners. Faculties are continuously motivated to join Orientation Programmes, Refreshers Courses, Workshops and FDPs to upgrade their skills and constantly be in the process of learning. Special care is provided to students by providing remedial classes.
Examination and Evaluation	The College has adopted the system of CIE (continuous internal evaluation) to track the academic growth of its students. Mid-Semesters, University Model exams and University Final Exams are held at regular intervals in the College. Class presentations, project works and class tests form other important modes of evaluation for academic growth. Besides these, Departmental celebrations of important days concerning respective subjects are

	a time of subject-related competitions. Sufficient time is given for the evaluation of the papers by the teachers and the evaluated paper is shown to the students within a stipulated time between two to three weeks. Any grievance regarding the examination is addressed within a short time.
Research and Development	Even though the college is only an undergraduate college research has been considered as an important integral part of the academic endeavors in our college. Many seminars and workshops are organized by the college to provide expert information on research methodology. The college promotes faculty participation in research by granting them leave, helping them in participation of faculty improvement programmes and arranging books required by them. The College also stresses on strengthening research departments and focusing on specialized research leading to patents, publications and developing scientific temper and research culture and aptitude among students.
Library, ICT and Physical Infrastructure / Instrumentation	The library is the central hub of the college, well- equipped to support and facilitate teaching, learning and research programmes. The staff and students visit the library as often as possible for reference and for research. The librarian takes concerted effort to collect all the question papers of university examinations of previous years and compiles them orderly. Four new computers have been purchased for the library with Wi-fi connection for the staff and students. Department rooms are made separately this year for the effective functioning of teaching learning. New lab materials have been purchased as per the requirements of the departments.
Human Resource Management	Human Resource Management: Teachers:1) Committees are assigned to teachers considering their preference and choice. 2) Faculties are encouraged to present papers in national and international conferences.3) Up-gradation of knowledge of employees: a) A guest lecture for training of teachers was arranged for e-content development. b) The trained staff provide training to increase knowledge

	of computers for teachers. c) Online admission and registration training for office teachers. d) Orientation program for teachers on nutrition, diet and health issues. e) Workshop for teachers. f) Orientation program for teachers for CBCS. g) Introduction to MS office for teachers. h) Orientation program for encouraging research. i) Workshop on use of e-resources. Students: 1) Career Guidance, Counseling and Placement Cell are available in the Institution. 3) Workshops, seminars, guest lectures for students.
Industry Interaction / Collaboration	Experts are invited from various fields to deliver guest lectures and industrial visits are arranged. Various departments of the college organize educational visit for the students and they receive excellent exposure. In conferences and seminars, industry experts from national and international strata are invited to deliver lectures and interact with the teaching staff and students to enhance the quality of Collaborations with different industries to improve the job opportunities of the graduates.
Admission of Students	The college administration executes zealous advertisements for the admissions to B.A., B. Com., B. Sc. Programs by publishing flexes and banners in major locations of areas under 75 Km. Our teachers also go to nearby junior colleges for promoting admission in our college. After the declaration of dates by the University for Admissions, the admission committee becomes functional, as per the guidelines and rules of affiliating university they scrutinize the application form of admission and as per the interest and percentage in Intermediate exams. They counsel the students for admission. We issue prospectus for admission with all relevant information and schemes, facilities, welfare schemes, subjects, optional subjects, fees structure, rules and regulations and so on.

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

E-governace area	Details
Planning and Development	Dessimination of information through Whatsapp groups. Visual teaching learning system through IT facility.

Administration	Biometrics attendance, faculty details, college timetable and student scholarship.
Finance and Accounts	Tally
Student Admission and Support	NPU
Examination	NPU

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Fr. John Tirkey SJ	National Seminar in Vijaywada	Andhra Loyola College Vijaywada	7700
2019	Sr. Nirmala Por Selvi	National Seminar in Vijaywada	Andhra Loyola College Vijaywada	7700
2018	Sr. Kaslin	International Seminar on Quality Accreditation	Association of Indian Management Schools	4367
2018	Amresh Chandra Pandey	International Seminar on Quality Accreditation	Association of Indian Management Schools	4367
2018	Reema Renu Kandulna	National workshop "New approach to the revised assessment and accrediatation frame work of NAAC.	Nirmala College Ranchi	1533
2018	Fr. Dr. M.K. Joseph	National workshop "New approach to the revised assessment and accrediatation frame work of NAAC.	Nirmala College Ranchi	1533
2018	Princy Kumari	National workshop "New approach to the revised assessment and accrediatation frame work of NAAC.	Nirmala College Ranchi	1533

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Protection of minors and vulnerable adults	Protection of minors and vulnerable adults	19/01/2019	19/01/2019	30	20
2019	Utilization of Human Resources	-	21/02/2019	21/02/2019	32	0
2018	Orientation Program for New Staff	Orientation Program for New Staff	11/09/2018	11/09/2018	28	20
2019	Workshop on Electoral Awareness	Workshop on Electoral Awareness	21/01/2019	21/01/2019	32	20
2019	Seminar on "investment planning and cyber security"	Seminar on "investment planning and cyber security"	24/01/2019	24/01/2019	30	15
2019	-	Safety and security protocol	06/03/2019	06/03/2019	0	20
2018	CBCS workshop	-	09/07/2018	09/07/2018	30	0
2018	Awareness Program On Ecology By Taru-Mitra, Patna	Awareness Program On Ecology By Taru-Mitra, Patna	26/07/2018	26/07/2018	30	20
2018	NAAC awareness seminar	NAAC awareness seminar	10/07/2018	10/07/2018	32	20
2018	Adapting to Change	-	13/12/2018	13/12/2018	32	0

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Building bridges in higher education	32	14/12/2018	14/12/2018	1
Colloquium of Nation First thinkers and practitioners at Lokmanthan	1	27/09/2018	28/09/2018	2
Recent Trends in research in applied Sciences: An interdisciplnaryroach	2	06/12/2018	07/12/2018	2
New Approach to the Revised Assessment and Accreditation Framework of NAAC	3	24/11/2018	25/11/2018	2
Qualitative Higher Education and Industrial Development of Jharkhand	6	28/11/2018	29/11/2018	2
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
32	32	20	20

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
? Institute organizes workshops, FDPs, seminars and conferences. ? Casual Leave. ? Duty Leave facility. ? Study Leave. ? Quarantine Leave. ? Maternity Leave. ? Festive meals. ? Financial support is	? Workshops and seminars are organized. ? Casual Leave. ? Duty Leave facility. ? Quarantine Leave. ? Maternity Leave. ? Festive meals. ? Provident Fund as per rules. ? Regular annual	? Scholarship for students ? Gold medals and certificates are awarded to merit holders in sports and academics. ? Industrial trips are organized and several workshops, training sessions are conducted

given to faculty to participate in seminars and conferences. ? Provident Fund as per rules ? Regular annual increment ? Placement and promotion as per the rules.	increment	for their overall improvement. ? Hostel facility with quality food and lodge is provided to girl students in the campus. ? Regular interaction with parents is done to ensure a coordinated effort for the welfare of the students.

6.4 – Financial Management and Resource Mobilization

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

The accounts office headed by the financial officer/Treasurer of the college takes care of the accounts of the college. There are two sources of income for the college. The primary source of income is the fee collected from the students. The fee structure is divided under different categories such as admission fees, tuition fees, examination fees, sports and games fees, development fees etc. All the details are given in the receipts that are given to the students after collecting the fees. The accounts office makes each entry in the voucher books after issuing the receipts. The entries are entered in to the cash book and later everything is fed to the computer in order to make sure that all the accounts are maintained in the best possible manner. The college maintains 100 transparency in all financial transactions. Every month a statement is prepared by the account office to show the income and expenditure of that particular month. The accounts office uses the Tally software in order to tally the accounts. The secondary source of income is in the form of donations received from the parent body of the college: the Hazaribag Jesuit Education Society, for the day-to-day running of the college as well as developing the infrastructures. The accountant's office takes care of account books as per the admissions and fee regulatory committee of the state. Entries done by one accountant are confirmed by the other accountant. Errors which are found are analyzed and fixed immediately. Internal auditor is appointed by the Governing Body for internal audit. External auditor verifies all the account books once a year and provides inputs to incorporate the required changes as per the statutory requirements. There were no major objections raised by the auditor so far. The annual auditor's report is kept in the file for future references.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Hazaribag Jesuit Education society	11071118	Academic purpose

No file uploaded.

6.4.3 – Total corpus fund generated

10000000

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority

| Academic | Yes | NPU | Yes | St. Xaviers College, Mahuadanr |
| Administrative | Yes | NPU | Yes | St. Xaviers College, Mahuadanr |

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

The College had organized a very good interactive session for teachers, students, and parents on 17th January, 2019. The parents thanked the institution for the new initiatives and education for the development of their children. Feedback was collected to aid the further development of the College and its teaching-learning process. After this, each department hosted the parents and students in their respective departmental rooms, where an interactive session was carried out between the teachers and parents. The parents were presented with the report cards of their wards. They led to the concerns of their wards' strengths and weaknesses. This was really very helpful in the process of the students' growth which in turn brought a lot of positive and rightful energy in the students.

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

Training program for Office Assistants, Laboratory Assistants, Librarians, Attendants and Maintenance Staff on the following theme: The importance of separation of wet garbage and dry garbage. Training program for gardener. Training program for the safe use of fire extinguishers.

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

A 1300 seats auditorium is under construction. The relevant file is submitted in the University for sanctioning of posts. Basket ball court is near completion. Football and hockey playing fields are built up. The relevant file is submitted in the university to be forwarded to the UGC for UGC recognition. Library Automation is underway.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Preparation of yearly academic Calendar based on university Academic Calendar	22/06/2018	15/06/2018	22/06/2018	19
2018	Clean and green campus and plastic	09/07/2018	03/07/2018	09/07/2018	429

	free zone				
2018	First Aid facilities for all	10/07/2018	07/07/2018	10/07/2018	496
2018	Internatio nal seminar was organized by IQAC	14/12/2018	07/12/2018	14/12/2018	94
2018	NAAC awareness seminar	10/07/2018	10/07/2018	10/07/2018	56
2019	Academic and Administ rative Audit	23/04/2019	09/04/2019	23/04/2019	26
2019	Feedback from students, teachers, parents and alumni are collected, analysed and used for improvements	27/04/2019	13/04/2019	27/04/2019	592
2019	Conduction of Certificate courses	07/01/2019	07/01/2019	14/05/2019	446
2019	e-learning	10/01/2019	03/01/2019	10/12/2019	12
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Women's Day	08/03/2019	08/03/2019	151	140
Gender Issues Program- 'Feminism on social relations uniting women and men as groups'	12/02/2019	12/02/2019	130	120
Gender issue program Gender- Neutral	19/04/2019	19/04/2019	132	112

management practices				
Awareness program- Living a life of purpose	12/12/2018	12/12/2018	146	125

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
10.24

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	Yes	0
Ramp/Rails	No	0
Braille Software/facilities	No	0
Rest Rooms	Yes	0
Scribes for examination	Yes	0
Special skill development for differently abled students	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	11/05/2019	2	Road repair work	Easy transport service for the local people	229
2018	1	1	12/10/2018	14	Science exhibition	Disaster Management	446
2019	1	1	17/05/2019	2	Blood Test Camp in Regai Village	Health	27
2019	1	1	13/04/2019	7	Water Conservation	Saving resources	28

2019	1	1	20/04/2019	7	Health Hygiene	Health	34
2019	1	1	27/04/2019	7	Problem of Alcoholism	Peace and harmony	43
2019	1	1	29/04/2019	7	Abort Abortion	Saving girl child	42
2019	1	1	04/05/2019	7	Diseases-typhoid and malaria	Health	39
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Handbook of Code of Conduct for students, Principal, Teachers, Head of Department, Non Teaching staff and college Governance	04/06/2018	Keeping in mind that a well written code clarifies the organization's vision-mission, aims and objectives, values and principles and linking them with standards of professional conduct, the college introduced prospectus for the students. It contains general information and code of conduct for the students. It is given to the students at the time of admission. By-Laws/ Service Rules are a must for an organization for its efficient management It is a stepping stone to raise the standard of the institution. The college has introduced By-Laws/Service Rules for teaching and non-teaching staff in the year 2017, for its smooth functioning. It ensures quality higher education for students. The policies are established to guide acceptable behavior and ensure that the college offers safer environment for students, teachers and staff. These policies in place determines procedures for

	how the college operations are handled, down to every minutes details so that educators, staff and students know what is expected of them and can act accordingly. This saves time, prevents confusion and unifies the college.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
On-Line Telecast - Motivational talk by the PM on stress management balancing studies and social life	27/02/2019	27/02/2019	442
Awareness program on importance of reading inspiring books on Book day	23/04/2019	23/04/2019	287
World human rights day	10/12/2018	10/12/2018	289
Teachers' Day	05/09/2018	05/09/2018	496
Workshop on Electoral Awareness	18/01/2019	21/01/2019	446
United Nation's Day	15/11/2018	15/11/2018	359
Student Orientation Program on Universal peace and harmony	06/08/2018	11/08/2018	446
Build Character to Build the Nation	30/08/2018	30/08/2018	424
Helping hands to poor students on Literacy Day	08/09/2018	08/09/2018	298
Inter-Religious gathering	20/12/2018	20/12/2018	496

View File

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

Waste water recycling Rain water harvesting Campus cleaning in regular basis and making plastic free. Best out of waste Awareness programmes on pollution free environment Awareness programme on save water and energy Distribution of potted plants. Planting useful plants in the campus and Botanical garden.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 Title of the Practice: Internal Academic Audit Objectives: The IQAC of the Institution decided to undertake an Internal Academic Audit twice a year. At the end of each term in order to improve the documentation system in the Institution and to ensure timely and regular conducting of activities according to the activities scheduled in the Annual Academic Calendar. The Context: After the first cycle of NAAC was completed, it was decided that in order to ensure smooth functioning of the Departments it was necessary to monitor the activities of the Departments regularly and regulate the documentation process. The Practice: The IQAC decided to draft a common format for the Departments. Evidence of success: All the activities of the departments were carried out as per the Annual Academic Calendar with wholehearted support of the faculty. The documentation work of the Departments was systematized. Problems Encountered and Resources Required: No special problems have been encountered in institutionalizing the practice. No special funds are required for the practice. Best Practice 2 Title of the practice: Community Networking Objectives: a) To encourage students to think critically about economic, socio-political and environmental issues. b) To give students opportunities to compete with the best minds in their peer group and to provide personality development opportunities. c) To encourage writing and oratorical skills. The Context: The College has various extension units such as the NSS, Eco-Club, AICUF, YRC and so on. Staff and students go to different villages of the area for awareness programmes under the banner of these units. Evidence of success: The villagers and local newspapers have expressed positively to these outreach programmes of the College. The number of admissions from rural areas has increased as a result of these outreach programmes. Problems Encountered and resources required: The funds for the programmes are sanctioned by the Management. This practice requires a very dedicated and motivated team of both teachers and students of the college.

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

http://www.sxcm.co.in/aqarbestpractice.php

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

St. Xavier's College was established to provide higher education to the youth of this neglected and Naxalite dominated area (the Chechari Valley of Mahuadanr Sub-Division of Latehar District), especially to the tribal youth who cannot afford to go out of town for their higher education as the nearest higher educational institution is 100 km away from this place. The college has achieved some of its goals. It provides opportunities for the integral development of the students. The college has so far fulfilled some of its vision and mission. Right from the very start of the college up to the current academic year, the percentage of the tribal students has been more than 50. The first distinctive area covers the education of tribal students, especially girls. Prior to the establishment of the College, a study was conducted to find out the feasibility of opening a college in this remote area. One of the major findings of the study was that it will provide higher educational facilities to the tribal youth, especially girls of this area whose education would have come to an end otherwise after the completion of their 2 studies without the existence of a college in their hometown. The college has fulfilled this vision-mission. The year-wise admission of the college clearly indicates that girls outnumber boys. The college has four toppers of the university in this year and among them three of them are girls: Miss Aquina Toppo of the Department of English, Miss Rani Kumari of the Department of Economics and Miss Archana Kujur of the Department of Kurukh. Miss Zeba Sahin was the topper in Mathematics in

2017 and Miss Nupul Kujur was the topper of Kurukh in 2015. The performances of the students, especially the girls, are clear indications of the distinctive performances of the college. The vision, priority and thrust of the college are to educate the tribal, dalit and economically and socially backward communities and poor students who cannot go out of this place for higher education, especially girls. Our queries indicate that even now some girls are denied higher education due to poor means of communication and Naxalite menace. As for today, scholars to cover a long distance to come to the college, it is still out of reach for some. Moreover, for distant and isolated regions outside the Mahuadanr area, college education was not available. Thus, the college has built a hostel for girl students. The Girls' hostel was inaugurated by the Honourable Vice-Chancellor of Nilamber-Pitamber University on 03-07-2017. It has around 60 students and 08 teaching staff and two wardens as inmates. Thus the college is fulfilling its vision by providing higher education to the neediest of the needy students of this remote area who would otherwise have been deprived of higher education.

Provide the weblink of the institution
http://www.sxcm.co.in/agardistinctiveness.php

8.Future Plans of Actions for Next Academic Year

1. To make an all out effort to increase the number of students in the college. 2. To enhance the number of smart class rooms in the academic departments. 3. To ensure fair access to and affordability of academic program for various sections of society. 4. To make the campus 100 clean and green by planting 500 trees every year in the college campus. 5. To keep guardians updated about their ward's performance 6. To conduct seminars and workshops on use of ICT in quality teaching learning and environment. 7. To fulfill our social obligations. 8. To strengthen alumni participation. 9. To strengthen industry linkages. 10. To strengthen national and international linkages. 11. To introduce fully e-based system for different administrative processes like admission, result publication, etc. 12. To enhance outreach programs for the members of the backward community.