



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution		St. Xavier's College
• Name of the Head of the institution	Dr. M.K. Joseph S.J	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	06569252349	
• Mobile No:	6207249298	
• Registered e-mail	mkjosesj@gmail.com	
• Alternate e-mail	sxcmdanr@gmail.com	
• Address	P.O.- Mahuadanr, P.S.- Mahuadanr, Dist.- Latehar	
• City/Town	Mahuadanr	
• State/UT	Jharkhand	
• Pin Code	822119	
2.Institutional status		
• Affiliated / Constitution Colleges		
• Type of Institution	Co-education	
• Location	Rural	

• Financial Status	Self-financing				
• Name of the Affiliating University	Nilamber Pitamber University				
• Name of the IQAC Coordinator	Sr. Kaslin Juliet				
• Phone No.	06569252349				
• Alternate phone No.	9508009687				
• Mobile	9508009687				
• IQAC e-mail address	sxcmiqac741@gmail.com				
• Alternate e-mail address	sxcmdanr@gmail.com				
3. Website address (Web link of the AQAR (Previous Academic Year))	http://www.sxcm.co.in/aqaryearlyreport20202021.php				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.sxcm.co.in/academiccalendar20212022.php				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.31	2019	01/04/2019	31/03/2024
6. Date of Establishment of IQAC			17/07/2017		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8. Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
District Green Champion Award		
UGC Recognition		
Installation of Solar Panels with 42 kv		
Inauguration of Integrated coaching in the college		
Mandatory internship for students		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
Decennial Jubilee Year celebration	Various programs and competitions by the Alumni, departments and committees were conducted for celebrating Decennial Jubilee Year.	
District Green Champion Awar	The college obtained District Green Champion Award from Mahatma Gandhi National Council of Rural Education (MGNCRE), Department of Higher Education, Government of India for its excellent work in the field of Environmental Protection,	

	Sanitation, Waste Management, Water Management, and Energy Management.
UGC Recognition	The college received a 2f certificate from UGC
IQAC proposal to the Principal for installation of Solar Panels in the college	A solar panel installation with 42 kV was accomplished in the college campus at the proposal of IQAC to support the college's various activities.
Inauguration of Integrated coaching in the college	Integrated coaching services were introduced in the college to help students leading to enhanced performance and lasting changes. This program is designed to motivate and encourage students, following a leadership program.
Boundary wall	Around the campus, a boundary wall has been constructed to provide security and protection to students and staff and the college's green environment.
Workshop on IPR	Students and Teachers were made aware of various aspects of IPR.
Research	Undergraduate students are initiated to research work. They are fascinated with it and are likely to pursue research-intensive academic programs and careers. Research Cell Committee coordinators instructed staff and students to conduct minor research projects.
Preparation of Academic calendar 2021-22	A Meeting of HoDs and Coordinators of various committees was held on 01/04/2021 for finalizing activities to be conducted in the next academic year to finalize the academic calendar

	2021-22.
Training Programme for support staff	Non-teaching staff members participated in a training program and they developed an understanding of paperless office and the importance of e-governance.
Bridge courses	Bridge courses were conducted by different departments. 260 students participated in them and benefited immensely.
Website up-dation for personal and departmental data	A Digital module was prepared by the IQAC members for collecting personal and departmental data for website updating.
Faculty Development Programs	Faculty Development Programs were conducted under the guidance of IQAC members.
Student Development Programs	HoDs of all the departments took the initiative to conduct Student Development Programs.
Mandatory internship for all students	Internship for all the students was made mandatory. All the departments fulfilled the requirements.
e- governance	E-governance was introduced for new ways of communicating to the students, imparting education, and organizing and providing information and services through ERP.
Online Courses	Motivating the students and faculty members to do on-line courses.
Environmental Activities	Environmental education is imparted for a critical understanding of the current and the future issues of nature. Environment-related activities enable the students to teach

	<p>others about these problems.</p> <p>People are also taught to preserve and enhance environment with wise decisions and way of life.</p>
Health Counselling & awareness programs	<p>Right through the year, the college conducts health education programs to help adolescents acquire functional health knowledge; they are helped to develop healthy attitudes, beliefs and skills necessary for adopting and maintaining healthy way of life for the rest of their lives. To promote healthy living many awareness programs are conducted in the college and in the surrounding villages.</p>
Gender related activities	<p>The college holds Gender and Development (GAD) activities to teach teachers and students that all genders have similar rights and benefits and are treated equally. Programs, projects and activities of gender-responsiveness are ensured.</p>
Memorandum of Understanding	<p>Several educational activities have been undertaken in collaboration with other colleges through Memorandum of Understanding. The activities include field trips, faculty exchanges, online webinars for students and staff, and skill-based programs based on reciprocity.</p>
Annual Auditing Matrix	<p>An annual Auditing Matrix was prepared by the IQAC of the college for various auditing purposes. Many committees were commissioned to work on it. The Principal reviewed and approved</p>

	the output of the Audit at the end of the academic year.
Incentives to Teaching staff for presenting research papers and completing of Ph.D	Faculty and non-teaching staff are given timely recognition and appreciation for their services. It would also motivate them for better performance for the Institution's forward march along with their own enhanced morale and job-satisfaction. Cash awards are provided to the staff to motivate them to publish research papers and complete Ph.D. degrees.
Awards and Prizes	Students receive awards in a variety of categories for enhancing their educational quality, improving their economic situation, and expanding their scope of studies. Prizes are awarded to students based on their performance.
Started taking feedback of any program by Google form link	A culture of feedback is highly valued because it sends clear message that the students' views and assessment are valued apart from giving them another opportunity to develop their skills. In order to get quick responses from students, online feedback forms are created.
Term-end or year-end report of department submitted to IQAC	In order to maintain integrity and maximize efficiency, accurate data collection from all the departments is very important. The data collected at the end of every semester is used to identify the areas needing maximum attention. It has become an essential tool for clearing the hurdles and paving the way for forward movement.

Scholarship	The Scholarship committee sends Notices to students from time to time for awareness regarding Non-government scholarships and the Type of scholarships available under different schemes.
Newly joined staff orientation	An orientation program is organized to introduce newly appointed professors to their new workplace and provide background information about the College so that they feel prepared for the new team, new department and their specific role. Effective orientation is provided to inform them of the College's policies and expectations and address any questions or concerns they may have.
Conducted E-content & E-delivery training programs	We implement online learning programs for students and faculty with tools and capabilities to support learning. The platform also allows users to safely complete online learning through an intuitive interface.
Update of library	The library is updated with E-resources including e-journals, e-books, PPTS of important topics, and video lectures from internal and external specialized staff.
Patriotism	The observance of a variety of National & International programs and celebrations arouse patriotism in students. As students take on different roles in plays and shows, they develop a strong bond to their home country.

13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body	09/09/2022
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2023	07/01/2023
15. Multidisciplinary / interdisciplinary	
<p>St. Xavier's College, Mahuadanr is committed to provide a quality education that goes beyond teaching facts and concepts, focusing on developing critical thinking skills and understanding. The institute understands the national education policy, which is aimed at providing quality education in order to develop citizenry who are capable of meeting the challenges of a global world. In response to the NEP, the college has created a new committee that brings together many departments. This integration is intended to facilitate interdisciplinary research and academic development. Faculty members at the conference discussed some key principles of NEP, such as providing students with a variety of learning experiences and incorporating current technology advances into curricula and instruction. Additionally, critical thinking skills and creativity were emphasized. Multidisciplinary/Interdisciplinary courses are being offered as electives in academic programs. All programs designed to offer students the ability to elect courses from other departments, such as those studying science taking up arts subjects for their minor papers. In addition, all students will be familiar with Yoga and have an understanding of India. The College is taking a proactive approach to implementing NEP.</p>	
16. Academic bank of credits (ABC):	
<p>St Xavier's College Mahuadanr will register in the ABC portal as soon as the order released from affiliating University. Credits earned while enrolled in the institution will be deposited into the "Academic Account" of that student. This account can then be used to continue learning at another institution if the student move to another institution. Once the credit is redeemed for the award of</p>	

the above, it would be irrevocably debited from the respective student's 'Academic Account' of ABC.

17.Skill development:

St. Xavier's College Mahuadanr has established a Skill Development Cell (SDC) to provide training and employability skills for youth through different institutions with a Memorandum of Understanding (MoU). Career Counseling and Placement cells work in support of this goal by conducting aptitude and soft skill training. The institute's policy is to offer Beyond Curriculum training, recognizing the importance of developing workplace-ready skills among students. The commerce club aims to provide students with the skills and guidance they need to take their businesses from start-up to success. It also encourages creativity and innovation in students, as well as strengthens business ideas that may be latent within them. Finally, it motivates students toward exhibiting an entrepreneurial spirit at all times. This newly adopted curriculum and the training provided will help students to be fully trained in accordance with SD Cell guidelines. The goal of the program is to help youth acquire and improve integrated knowledge, skills, and abilities that will enable them to compete in a new era of workplace opportunities. The SDC meets the specific needs of students, introducing concepts such as intellectual property rights and entrepreneurship.

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

St Xavier's College Mahuadanr encourages students to learn about the Indian knowledge system by incorporating mandatory courses like Understanding India into the curriculum. The Modern Indian Languages system is available to students who want to study any Indian language as part of their curriculum. Additionally, Values & Ethics courses teach cultural values within Indian tradition so that in the future students will have a strong sense of value orientation while on the job. National Days are celebrated in order to integrate Indian culture and heritage into the mainstream. Various events are hosted throughout the year, designed to give students a better understanding of India's rich history and cultural traditions. Honoring national leaders on their anniversary days is meant to instill values in the minds of students. Webinars and seminars on Indian cultures enhance traditional knowledge as well as help the students understand cultural values in an Indian context.

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

St Xavier's College Mahuadanr is dedicated to providing outcomes-based education. All of its programs are designed with this goal in

mind, and each course aligns with specific Program Outcomes. St Xavier College Mahuadanr M has implemented outcome-based education in a structure by incorporating different learning styles like remembering information/facts correctly, understanding concepts fully, applying knowledge/skills during activities or tasks, analyzing data critically and developing creative solutions etc. The educational objectives and outcomes of the program are consistent with social awareness and ethics, as well as entrepreneurial skills. These goals will help students develop a sense of responsibility for their actions, understand business principles through entrepreneurship, and learn how to be responsible citizens. The course objectives are also aligned to the philosophy of "More holistic and Multidisciplinary Education" which is in line with Vision and Mission of the College. The College administration promotes an education focused on results through features such as student engagement and participation in cells and committees beyond the classroom. These mechanisms are supported by standard teaching practices supplemented by experiential learning. This enables students to relate knowledge acquired in the traditional setting to their own experiences thereby maximizing its impact.

20.Distance education/online education:

As a result of the COVID-19 pandemic, many educational institutions are using digital platforms to communicate and facilitate learning. This also includes hosting conferences and meetings online, which is beneficial in that it allows people from all corners of the globe to participate. In addition, traditional face-to-face learning has become less important as a result of this trend; now professionals from different parts of the world can interact directly. The liberalization of the economy has made it possible for educational institutions to adopt a hybrid teaching method using a learning management system (LMS). This new norm is also reflected in the New Education Policy. Now, access to online resources will not be an obstacle for instructors or students.

Extended Profile

1.Programme

1.1

13

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 748

Number of students during the year

File Description	Documents
Data Template	View File

2.2 245

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 157

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 35

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 35

Number of Sanctioned posts during the year

Extended Profile

1. Programme

1.1	13
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	748
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	245
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	157
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	35
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	35
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	32
Total number of Classrooms and Seminar halls	
4.2	261.22
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	46
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college prepares its own calendar following the academic calendar of the affiliating Nilamber-Pitamber University for curriculum delivery. It is circulated and uploaded in the website. At the beginning of the session the academic council discusses the implementation of the perspective plan through lesson-plans and the faculty-members are instructed to follow the calendar in teaching, learning and evaluation process. The central time-table is prepared and circulated among the departments and students. Besides, each department prepares its own plan for organization of academic activities. With departmental meetings and reviews course allocation, planning and delivery are ensured. The faculty members prepare the pre-class materials based on the approved course plans and use various teaching aids like PPTs and Videos and present through projectors in the classrooms for effective delivery of the curriculum content. Every student is given a Hand Book of information containing Academic Calendar, details of internal and University exams etc. New students get orientation for syllabus,

teaching and evaluation methods. Use of Complaint-box is recommended for suggestions, feedback and grievance-redressal. The perspective plan of the session is reviewed retrospectively at the end of the session and the yearly report is submitted to the IQAC.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.sxcm.co.in/downloads/criterion1/1.1.1.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Academic Council prepares and implements academic calendar for curriculum-delivery and continuous internal evaluation. Departments conduct unit-tests, seminars, group-discussions, field-projects, viva-voice, internal assessments and terminal examinations as per calendar. Curriculum-delivery is monitored with departmental meetings and adherence to calendar is ensured with internal evaluation. At the beginning, bridge-course is conducted as per calendar and tests are conducted to find slow learners. During the Academic council and Examination Committee meetings, the progress of academic activities is reviewed. Really, students' continuous internal evaluation is made by conducting home assignments, tutorials, surprise tests, unit tests and open book exam. Tests for add-on courses are included in the academic calendar and they take place at every semester. The examination-committee prepares internal-evaluation timetable well in advance using slots in academic calendar. The departments prepare their own teaching-plans in their meetings as per the schedule of internal evaluation as in the academic calendar as well as the additional tests. The surprise test, open book exams and assessment are conducted separately by the respective departments.

The examination and evaluation process are implemented as follows:

1. Semester Examination Evaluation Procedure Semester-wise Two Mid Exam.
2. Semester-wise two internal Assignments /Seminars.
3. Pre-Semester Examination.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.sxcm.co.in/downloads/criterion1/1.1.2.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

13

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

6

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

748

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

748

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The college gives prime importance to cross cutting issues like gender-discrimination, environment and sustainability, human values and professional ethics. In the induction program at the beginning of the year experts promote awareness of the policies and programs for becoming vibrant citizens without gender-discrimination. Gender equality cell and Anti-sexual harassment cell are vigilant. Promotion of human values is a top priority.

Environmental Science is a first-semester compulsory course in the prescribed syllabus. The course encompasses all aspects of environment like natural resources, biodiversity, pollution,

alternate energy sources, importance of preservation and protection of environment for sustainable development etc. NSS and Eco-club of the college promote specific activities on Environmental issues. Everybody in the college is deeply influenced by its emphasis on environmental obligations, cleanliness-campaign, environment-awareness-campaigns and observance of environment related days.

'Human Values and Professional Ethics', incorporating professional, moral and social obligation along with the skill development is a course in the final semester of UG programs. Its focus is tolerance and respect for diversities among communities. With special lectures ethics are inculcated for day-to-day life. With extension activities in rural areas student's service attitude, citizenship role and orientation towards social needs and health are enhanced.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

11

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

748

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.sxcm.co.in/feedback.php

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1300

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

245

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The students admitted to SXCM represent a combination of advanced and slow learners. The institution has put in place an effective mechanism to assess the learning levels of the students and thereafter organize specific programmes for the advanced and slow learners. Parents are invited to discuss the performance of their wards. Mentor-mentee relationship is followed and the mentors keep records of the mentees to identify and help the slow and advanced learners.

The classification of students as advanced or slow learners is based on the marks scored by them in Mid Semester and End Semester Exams, tests, assignments, projects and their ability to answer the questions. Based on the marks secured, the students are classified as slow, medium and advanced learners and various programmes designed for them are discussed in the Academic Council Meeting under the guidance of the Chairperson cum Principal. Cells like Competitive Exam, Career Counselling and Personal Counselling have been setup for guidance.

For advanced learners

- Programs by Career Counselling and Competitive Exam Cell
- Research oriented Project works
- Information and practice for Competitive exam
- Career Guidance and Counselling
- Motivational talk

For slow learners

- Remedial Classes
- Mentoring Programme
- Personal Counselling
- Expert lectures

File Description	Documents
Link for additional Information	http://www.sxcm.co.in/downloads/criterion2/2.2.1.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
748	35

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Learning at SXCM has been made increasingly more student-centric by introducing innovative and interactive learning tools and methods, which constitute experiential learning, participative learning and problem-solving methodologies in order to make the teaching learning process more effective compared to traditional methods. The Institution has collaborations with many agencies providing opportunities for internships. It has well-equipped laboratories, extensive ICT infrastructure. Its engagement with society and community provides students multiple opportunities through various activities. The activities mentioned in the Academic Calendar are discussed in the Academic Council Meeting.

All the faculty motivate students to participate in group discussions, workshops, seminars, debate and quizzes. All the departments organise field trips/visits and internships every year. Lab experiments are mandatory for Physics, Chemistry and Botany students whereas practical works are mandatory for Geography students. Group projects are assigned to encourage teamwork, collaboration, group-discussion and very specially to improve communication skills. Professors attend FDP to make the learning process more student-centric. Students learn through voluntary services in cells such as NSS and AICUF unit, Eco Club, etc.

Experiential learning

- Practical
- Field Trips, Industrial Visits
- Internship
- Seminars/webinars
- Extension activities

Participative Learning

- Assignments/Project works
- Classroom presentations
- Group Discussion and Debate
- Webinars

Problems Solving Methods

- Projects
- Quizzes
- Assignments

Thus, SXCM has opened many doors for the students to enhance and enjoy their learning experience.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://www.sxcm.co.in/downloads/criterion2/2.3.1.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The use of effective teaching and learning methods has been the main strength of St. Xavier's College, Mahuadanr. Almost all the teachers in every department promote ICT enabled teaching with increased use of projectors, Computer Lab, PowerPoint Presentation (PPT), MS-Excel, Google Workplace tools like Google Forms, Google Drive, E-contents, use of Audio-visuals techniques, screening of educational videos and films, etc. There are Smart classrooms that are equipped with digital displays, whiteboards, speakers, microphones, caller Mic, etc. The college has a Computer Lab, where the students learn to use systems and utilize E- resources

as well. The Conference Hall and Meeting Room are equipped with the required facilities.

The library and the teachers can access a wide range of valuable E-resources and E-books. For effective ICT based teaching and learning, an uninterrupted Wi-Fi internet connectivity is provided in the whole college-campus. The administrative Heads and Department-Heads have computers in each department to work efficiently.

With this ICT mode of education, we at St. Xavier's College constantly work with Information, Communication and Technology effectively supporting, enhancing and optimising the delivery of evidence, data, facts and figures while teaching the students.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.sxcm.co.in/eresources.php

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

35

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

35

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

6

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

173

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution St. Xavier's College, Mahuadanr has appointed a capable Controller of Examination as per the guidelines of Nilamber Pitamber University to conduct internal examinations and make policy decision for transparent and robust internal examinations. The college has adopted Choice Based Credit System (CBCS) from academic year 2018. Two internal tests, i.e. Mid Semester Exams are conducted in one year, the time-table for which is prepared well in advance along with the invigilators' list. The time-table is communicated through college and departmental Notice board and respective WhatsApp groups. The institution ensures the smooth functioning of Continuous Internal Evaluation, including Assignment, Quiz, MCQs, Tutorials, orals, Viva-voce, presentation, etc. After the evaluation of the internal assessment, answer scripts are shown to the students for discussion on their performance. Before the University examination, internal tests are scheduled and conducted to make the students familiar with the process and resolve the emerging queries, thus reducing their exam phobia. There is a re-exam system for those unable to take the exam due to genuine reasons. The professors of each department keep record of the marks and submit the mark-list to the examination department in the stipulated time.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.sxcm.co.in/downloads/criterion2/2.5.1.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

At the college level, an Examination Committee is constituted, comprising of an Examination Controller, a senior Faculty member as Centre-Superintendent, other teaching faculty and non-teaching staff as members for smooth conducting of internal and external examinations. The college follows strictly the guidelines and rules issued by the affiliating university while conducting internals and end semester examinations.

- Two Mid Semester Examinations are conducted in each semester
- Time table and proper seating plan is prepared and displayed on the notice board in advance
- Any grievances related to question paper is addressed to the

centre superintendent and the concerned faculty is contacted to resolve the issues.

The Examination Committee addresses various grievances with reference to the internal Examinations through the Coordinator. The Examination Cell receives the grievances in written form and redresses them. The students report to the department coordinators for clarification of Internal Assessment related issues.

Grievances handling mechanism is completely transparent. If a student is not satisfied with his or her marks, the faculty member satisfies him/her by explaining the reason for difference of marks. If any grievance is observed due to medical reasons or emergency situations, it is resolved as soon as possible.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.sxcm.co.in/downloads/criterion2/2.5.2.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

1. The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Academic Council prepares and implements academic calendar for curriculum-delivery and continuous internal evaluation. Departments conduct unit-tests, seminars, group-discussions, field-projects, viva-voice, internal assessments and terminal examinations as per calendar. Curriculum-delivery is monitored with departmental meetings and adherence to calendar is ensured with internal evaluation. At the beginning, bridge-course is conducted as per calendar and tests are conducted to find slow learners. During the Academic council and Examination Committee meetings, the progress of academic activities is reviewed. Really, students' continuous internal evaluation is made by conducting home assignments, tutorials, surprise tests, unit tests and open book exam. Tests for add-on courses are included in the academic calendar and they take place at every semester. The examination-committee prepares internal-evaluation timetable well in advance

using slots in academic calendar. The departments prepare their own teaching-plans in their meetings as per the schedule of internal evaluation as in the academic calendar as well as the additional tests. The surprise test, open book exams and assessment are conducted separately by the respective departments.

The examination and evaluation process are implemented as follows:

1. Semester Examination Evaluation Procedure Semester-wise Two Mid Exam.
2. Semester-wise two internal Assignments /Seminars.
3. Pre-Semester Examination.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.sxcm.co.in/downloads/criterion2/2.6.1.pdf
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The institution regularly evaluates the students' performance in various ways to measure the attainment of Program and Course Outcomes. Each Program and course has a defined set of outcomes. The attainment level of the POs and COs is computed using the performance of the students in the examinations during the semesters in each course. The direct method of course outcomes assessment is based on Mid Semester Examinations and Semester End Examinations. Mid Semester Examinations are conducted by the institution twice a semester. The examinations are based on the patterns prescribed by the university. Throughout the year, the faculty records the performance of each student. Remedial classes are arranged for the slow learners to make pace with the desired progression. End Semester Examinations conducted by the university, are the most important parameters for measuring the attainment of POs and COs in the institution.

1. Assignments/project works are given to the students.

External Assessment is evaluated by external experts for the Practical examinations, appointed by the University through Viva-Voce and practical files.

2. Students are assessed and evaluated through unit tests, Mid Semester Examination
3. The Institution collects feedback from stakeholders
4. Students are encouraged to take up internships, projects, fieldwork, etc

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.sxcm.co.in/downloads/criterion2/2.6.2.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

157

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://www.sxcm.co.in/annualreport20212022.php

2.7 - Student Satisfaction Survey

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

<http://www.sxcm.co.in/downloads/criterion2/2.7.1.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research

projects / endowments in the institution during the year (INR in Lakhs)**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

53

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

3

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

1

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college has well-structured organizations such as national service scheme (NSS), YRC, AICUF and Eco-Club. Faculty and students of the college are encouraged to participate in

collaboration with these organizations in carrying out social outreach programs. The college appreciates the services provided by students and faculty by considering their working for such activities as on duty and are included in their academic curriculum. Some of the salient contributions of the institutional social responsibilities include:

Conducting village awareness program:

Students of different department have taken various extension activities in the neighborhood communities in order to create awareness among them regarding various social problems and issues and ways of solving them.

Field study cum survey of the villages:

Students from different departments have undertaken field trips and surveys which helped them to know the needs in the neighborhood and to assist the villagers in fulfilling those needs.

Safe drive programs:

Road safety is a serious concern. The faculty and students have organized outreach programme in the market place to create awareness on road safety. The sub-divisional officials appreciated this initiative and they also actively participated in it.

The college believes in overall development of the students and sensitizes them through this outreach programs in order to address the social needs or social issues of the people in the neighboring villages and public places. These activities not only gave the much-needed space for experiencing the social issues of the society but also created greater awareness regarding such issues.

File Description	Documents
Paste link for additional information	https://www.sxcm.co.in/downloads/criterion3/3.3.1.pdf
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government

/ government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

5

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

59

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

748

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

14

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

8

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college is affiliated to Nilamber Pitamber University. It has 24 acres of land and excellent infrastructure. 13 undergraduate programmes are run.

The College has 32 ventilated, spacious and clean class rooms, with fans and light. Some class rooms are small for smaller numbers.

There are laboratories for Botany, Zoology, Geography, Physics and Chemistry with adequate equipment. They have safety features and excellent atmosphere for work. Every lab has a lab assistant for constant support and maintenance.

Computer Lab has 46 computers for students and ICT enabled room for seminars, association meetings, paper presentations and teaching-learning activities. ICT facility helps effective teaching. There are also LCD projectors. All the teachers are encouraged to use the computer facility.

The library has a special internet facility center for the students and teachers.

The College provides separate office rooms for different departments, Common Rooms and separate rest rooms for women. The institution provides first-aid facilities. The College has three conference halls for organizing special lectures and meetings. Other facilities like scanner, printer and photocopy machines are also provided.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sxcn.co.in/downloads/criterion4/4.1.1.pdf

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

Cultural events not only assist students to connect with the

College but also help them advance in the field of design. The facilities for recreational, co-curricular, and cultural activities are superb. Therefore, we hold competitions for painting, drawing, singing, dancing, rangoli making, and other skills, and we honour the winners with medals and diplomas. We also celebrate youth festivals, college days, inter-religious gatherings, and other events. A sizable portion of our college's curriculum is devoted to sports. We have two football fields, one cricket field, one hockey field, two volleyball courts, two badminton courts, two kho kho courts, and one concrete basketball court. Every year, sports day features events for all students, including 100-meter dash, 400-meter relay, three-legged race, slow bike race, tug-of-war, and interdepartmental cricket, volleyball, and football tournaments. Regular indoor sports include ludo, chess, and carrom. The courts, playing fields, and athletic tracks are kept up well. The advantages of yoga for the body, mind, and soul are highlighted on Yoga Day. The college hosts outreach programmes to raise awareness of issues including child marriage, traffic safety, alcoholism, starvation, and other issues.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sxcn.co.in/downloads/criterion4/4.1.2.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

6

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

6

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion4/4.1.3.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

237.41

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

St. Xavier's College has a library located within the main building. It has a large number of books and has subscribed to some e-books, magazines, journals and newspapers. The library has specially designated areas for normal use and for reading. It is spacious and well maintained. The institution has a qualified librarian and sufficient technical staff to support the library. A dedicated staff helps the students find the necessary titles. Books are indexed, categorized according to programs and subjects. The college has a subscription of software for library automation. Library has second version of Library management software. It works on offline mode too and runs on LAN cables. The software contains details of the author, title and publishing house. When requested, the librarian accesses the software and helps the

students locate the book. The supporting staff takes care of the security of books and other reading material, and helps in correct replacement of the books. Reading room facilities for teachers and learners are provided. The library follows the book bank scheme. All books are given a reference ID. With this, the students are able to borrow books for the entire length of a semester so as to help them study.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.sxcm.co.in/downloads/criterion4/4.2.1.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.64

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

95

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college wants to give its students cutting-edge resources so that together they can soar to new heights. As a result, it regularly updates its IT infrastructure to offer the best services.

LCD projectors have been installed in our classrooms. In a number of labs and staff areas, there are Wi-Fi connections. The teachers and students have access to these resources whenever needed. Computers are equipped with Wi-Fi connections so that the students can use it for their benefit. There are many computers in computer lab and each department has their separate PC. All the computers have antivirus installed in it and it is periodically being updated.

For the attendance of the teaching and non-teaching employees, it incorporates a biometric system. The website provides details on upcoming events, including the date, time, and schedule. This makes it easy to inform the parents about the programmes offered at the college. Circulars and announcements to parents and students are also posted online to improve communication. Every academic year begins with an update to the academic calendar and the course catalogue.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion4/4.3.1.pdf

4.3.2 - Number of Computers

46

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution E. < 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

23.81

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

There are numerous rules, processes, and practises for maintaining the institution. They give daily direction. Non-teaching staff members clean the furniture and classrooms. The Equipment and furniture in the classroom are routinely maintained. The

infrastructure amenities are meticulously maintained. Plumbing and electrical works are performed by qualified non-teaching staff.

Playgrounds and courts are regularly maintained by the workers under the supervision of the sports coordinator. Sports materials are used and kept safely and replaced with new whenever required.

Electricians and lab assistants test the efficiency and safety of the lab equipment. Voltage stabilisers in physics labs protect electronic equipment. Solar panel of 42 KW has been installed for lighting in the campus. Acids and chemicals are handled according to standard precaution.

The lab staff are always keeping an eye on the computer lab equipment. A register is kept for efficient maintenance, and labs follow a preventative maintenance programme.

The computer lab is maintained by the In-charge and all the PCs have antivirus installed. The system is updated periodically as per requirement.

The librarian maintains the library with the assistance of the management. The library staff is responsible for the maintenance of the software and sanitizing and cleaning the space. The library service's files are kept in good condition and are clearly labelled for quick access.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion4/4.4.2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

291

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

5

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	http://www.sxcm.co.in/facilities.php
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

263

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

263

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

0

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

191

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students' Council plays a vital role to support the management and staff in the development of the college. Students' Council representatives are class representatives from each department. They are actively present in all the academic, cultural, curricular and extra-curricular activities and events as coordinators, mentors and helpers in accordance with direction of the teaching faculty. They do a lot of academic and administrative works with the help of other students. They too motivate other students to participate in the activities conducted by the Institute. They function as a medium between faculty and students. Members of NSS, YRC take the lead to conduct outreach programs to help the neighboring villages. Charitable works are also promoted by the students inside and outside the college campus. It creates opportunities for the students to build humanity among them and share the spirit among the wider society. Sports, cultural events and competitions are organized with the help of the students-council. Tree plantation and social works have been done inside and outside the college campus. Services like blood test, blood donation etc. has been done for villagers in collaboration with the local government hospital. Such initiatives and activities have been made possible mainly because of the participation and contribution of the student council.

File Description	Documents
Paste link for additional information	https://www.sxcm.co.in/downloads/criterion5/5.3.2.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

18

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni association brings former students together to maintain a connection with their university and fellow graduates. The executive committee has been formed from among the alumni who have been successfully employed in different sectors. Their contribution has been strengthening the association. St. Xavier's College, Mahuadanr has a transparent relationship with the alumni. The association organizes socio-cultural, educational and other events in the college premises and it has strengthened the relation between the alumni and the institution. Every year the alumni association organizes a meeting mainly to discuss the growth of the college. The association encourages our students to carve out excellence for an integral development. Besides, the association always appears before the college management and staff

members with their innovative suggestions to upgrade institute's social commitment stature. It has a pivotal role in shaping and preserving a lasting relationship between the former and current students on the one hand and the institute and the society on the other. The association also has a WhatsApp group for the institution to have connectivity with the alumni. The group was created to give information about the college activities and also about the vacancies so that the alumni who are needed can grab the opportunity.

File Description	Documents
Paste link for additional information	https://www.sxcm.co.in/downloads/criterion5/5.4.1.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision:

To develop professionally competent and compassionately committed people for creating a just and humane society inspired by the life of Jesus and Jesuit spirit of Magis.

Mission:

- To provide quality based academic excellence especially for tribal youth.
- To motivate students to be skill-oriented, competent, committed, conscientious and compassionate.
- To prepare students for meaningful professional service and leadership

"Leadership for Societal Transformation" was the theme of Academic Year 2021-2022. The College had all the activities centered on this.

1. Governance:

Administration of the institution includes the President, Secretary, Principal and Vice-Principal, Administrative Council, Controller of Examinations and IQAC coordinator. Principal is the administrative and academic head of the Institution. The College follows the norms of Nilamber-Pitamber University to which it has been affiliated.

1. Perspective plans:

1. To set up a Smart class room in each floor.
2. To enhance Language lab with 30 computers.
3. To empower Children of backward classes in the village schools by the students of the College.

1. Participation of teachers in the decision-making bodies of institution:

Representatives of faculty are present in the Academic Council, Governing Body, Administrative council and various other Committees for the effective functioning of the institution.

File Description	Documents
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion6/6.1.1.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Effective leadership is reflected in all activities of the College through decentralization and participative management. The Academics, Administration and Extra-curricular activities are carried out through participative management and decentralization reflecting the vision-mission of the Institution. All the stakeholders work in a democratic manner with a deep sense of

responsibility and accountability.

Case Study: Decennial Jubilee celebration of the Institution

De-centralisation and participative management are reflected at its best in the planning and conduct of the Decennial Jubilee Celebration of the College on 3rd December 2021. The event was managed proficiently with extended opportunities for the students, non-teaching associates and teachers to participate. The Administrative staff council and the faculty decided to have the Decennial Jubilee celebration. The mode of celebration was discussed in various committees such as student council, Cultural Committee, Publication Committee, Finance Committee and Discipline Committee. Duties were distributed to different committees. The students, non-teaching staff and teachers worked together as active members for the success of the event.

File Description	Documents
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion6/6.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The perspective plan of the Institute covers the Institutional quality enhancement initiatives and aligns with the vision and mission of the Institution. It is effectively deployed to focus on bringing quality improvements in Curricular Planning and Implementation, Teaching- Learning Processes, Research, Collaboration and Extension Activities, Academic infrastructural facilities, Student Support Activities and Student Progression, Internal Quality Assurance System, Institutional Values and Best Practice, Governance, Leadership and Management.

At the beginning of the academic year various bodies and committees chalk out the strategic plan of activities which will support the growth and development in key areas and at the end of the year, a review is taken to evaluate the outcomes of perspective plans.

The Institutional Perspective and Strategic Plan have been successfully implemented in the Best Practice. Following the theme of this Academic Year "Leadership for Societal Transformation" the Institution reached out to the Government Schools in the neighbourhood. Each department adopted a Government School where the students conducted regular classes and various awareness programmes to develop the skills and talents of the children of these schools. The students of the Institution grew in the awareness of their sense of responsibility to contribute to the building up of the Society.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion6/6.2.1.pdf
Upload any additional information	No File Uploaded

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

The Organizational Structure of the College consists of Governing body, Principal, Vice-Principal, teaching staff, non-teaching staff and students.

The Governing body in consultation with the Parent body HJES, is in constant touch with the Principal on all matters pertaining to the smooth functioning of the institution. It meets once in three months to discuss issues relating to finance, infrastructure, faculty recruitment and the matters related to the overall development of College. The Principal is assisted by the Vice-Principal, the Administrative Staff, the Staff Council (all teaching faculty) and the Non-Teaching Staff. Council meetings are held for the effective planning and implementation of programmes like teaching, learning, academic administration, curricular and extracurricular activities. The Internal Quality Assurance Cell works towards realization of the goals of quality enhancement and sustenance. The Library organization includes Librarian and Assistant Librarian.

College Committees:

Various committees are constituted for the planning, preparation

and execution of academic, administrative and extra-curricular purposes. The objective of these committees is to ensure that no violation of rules takes place within the College and work towards addressing and settling grievances if any. Anti Ragging Cell, Grievance Redressal Committee, Anti-Sexual Harassment Cell and the discipline Committee are some of these.

File Description	Documents
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion6/6.2.2.pdf
Link to Organogram of the Institution webpage	http://www.sxcm.co.in/organogram.jpeg
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

The college Management believes that healthy organizational environment is needed for employees to function productively towards achieving organizational goals. The College has a well-formulated Welfare Policy in place to ensure the well-being of the employees. It always strives to satisfy the needs of the employees proactively. Some facilities provided for the welfare of the employees of the institution are as follows:

- Provident fund for all the employees who fall under the eligibility criteria.
- Fee concession is made available to the children of the staff of the college.
- A canteen within the campus with reasonable rates to provide refreshment to the staff.
- Subsidized facilities for stationary and Xerox center within the campus for both staff and student.
- Compliments are given to the non-teaching staff during festival times.
- Salary Increment is given annually to the staff.
- The teacher/employee have the benefit of EPF Scheme.
- The teacher/non-teaching associates receive moderate gifts on Teacher's day.
- Maternity leave of three months for the women staff.
- Duty leave for faculty for Paper presentation in conferences and workshop and Ph.D. related work.
- Annual picnic of a day is given to both teaching and non-teaching staff.

File Description	Documents
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion6/6.3.1.pdf
Upload any additional information	View File

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

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

14

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

13

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	View File
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

35

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

IQAC has prepared a self-appraisal format based on PBAS (Performance Based Appraisal System) methodology of UGC in order to measure the performance of each staff. The format includes academic and administrative responsibilities of the faculty.

The questionnaire is being evaluated by the IQAC/Principal and the feedback is given to the faculty directly for the improvement of their performance. The teaching faculty is also being evaluated by the students regarding their classroom performance and the feedback is given to the faculties through HoDs.

The concerned reporting officer and the Principal according to their performances evaluate the non-teaching faculties. After the evaluation, the Principal meets the non-teaching staff and appraise them of their performance.

STAFF WITH UNSATISFACTORY PERFORMANCE APPRAISAL

If a staff is evaluated indicating "Needs Improvement" in one or more areas,

1. The Principal provides the staff a clear written statement of specific areas of unsatisfactory

Performance.

1. The staff is directed to implement the "Plan for Improvement" within the specified period. During this period, the Principal will meet the staff on a regular basis to monitor progress.
2. At the end of the specified period the Principal will conduct a performance appraisal and complete the "Performance Appraisal" form.

File Description	Documents
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion6/6.3.5.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution has its own internal audit mechanism whereby books of accounts is scrutinized by the internal Auditor (Treasurer) assigned by the management of the college every three months and by the Hazaribag Jesuits Education Society (HJES) Treasurer. The recent internal auditing was done in September 2022 for the college. The institution also carries an elaborate external audit annually. The management and General Body of the Society approve and appoint the external auditor Mr. Ajay Kumar Pandey (Membership No.410889, FRN-000135C.) in Governing Body meeting.

The mechanism for external audit include thorough scrutinizing and verifying of the payments, bills and receipts, Examining books of accounts and finalizing the Balance sheet, Ensuring the accuracy and completeness of accounting records, Verifying whether the accounting records of the institution are in accordance with the accounting framework, Checking whether the account statements reflect accurately the financial position of the institution, Confirming compliance with accounting policies and Verifying the assets of the institution purchased during the year.

After thorough scrutiny, the auditor submits a financial report to the Society in which the auditor states the findings, opinions and comments. Minor errors pointed by the team are rectified immediately and measures are taken to avoid further mistakes.

File Description	Documents
Paste link for additional information	https://www.sxcm.co.in/downloads/criterion6/6.4.1.pdf
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college has a well-defined financial policy which ensures effective and optimal utilization of finances for academic, administrative and development purpose in line with the institute's vision and mission. The dedicated financial team manages the effective utilization of funds. Financial Planning is exercised well in advance for the organization with efficient Budgeting done after involving the various Academic Departments and Administrative Sections of the Institute. Every year a budget is prepared, which involves projected revenue, expenditure and capital expenditure. While preparing the budget, the departmental requirements which include co-curricular and extracurricular activities are also included. After reviewing the budget by Principal, the final consolidated budget is forwarded to the Management Committee for approval. The institute is running with self-sufficient funds by generating the cash inflow from tuition fee from students and fund from HJES.

The Management of the Institution supports financially in times of financial inadequacies. The deficit/shortage of funds during the expansion or renovation of buildings have been managed by funding from Parent Trust. The purchase committee ensures that the funds are utilized in an effective manner. The institute has its own internal audit mechanism to process and monitor effective and efficient use of available financial resources.

File Description	Documents
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion6/6.4.3.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell of the College took impressive initiative towards sustainable development of the nation. As part of the college's pro-environment programs, the students are highly motivated to participate in pro-environment programs like cleanliness and plantation campaigns around campus and in the adopted villages of the district. Under its Swachhta Action Plan, different departments organized Outreach programs and Awareness talks, Rally, Nukkad Natak in and out of the college. St. Xavier's College, Mahuadanr has been awarded the 'District Green Champion Award' by the Mahatma Gandhi National Council of Rural Education (MGNCRE), Department of Higher Education, Government of India for its excellent work in the field of Environmental Protection, Sanitation, Waste Management, Water Management and Energy Management.

The IQAC of the college initiated "Integrated Coaching Program" in the college for preparation of UPSC/JPSC/BPSC/SSC. It is scheduled for 6 months per term. In each term, 100 candidates are taught according to the UPSC, JPSC, SSC and other competitive exam syllabuses. Highly experienced teachers who cracked many competitive exams teach in the coaching program. It is a remarkable initiative of the college to have arranged well-conducted and free coaching program for civil service aspirants in such a backward area.

File Description	Documents
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion6/6.5.1.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The College has an Academic and Administrative Staff Council to review teaching and learning process. It ensures that theory classes, Lab postings and other teaching and learning processes are meticulously followed. The Committee monitors the teaching and learning processes and outcomes biannually. Slow learners are identified and remedial classes are arranged.

The primary objective of IQAC is to set up quality bench marks in academic activities of the institute. The IQAC has streamlined methods to keep track of the progress of students through a well-planned Mentor-Mentee program.

Laboratory Learning Process:

Laboratory teaching assumes that first-hand experience in observation .Our college laboratories occupy every floor in the building. namely Physics, Chemistry, Botany, Zoology, Computer, Geography. Every scientific concept is clarified in the laboratory by our highly educated lecturers. Conclusions drawn from the experimentation raise the level of self-confidence, spirit of cooperation and team work of students .

ICT Learning Process:

Various ICT tools used by our lecturers are computers, printers, scanners, data projectors, pen drives, tablets, spread sheets, presentation. The teachers posts study materials for a given course on an interactive website and Whatsapp groups which students can access. Likewise Lecturers get more time for discussions during lessons.

File Description	Documents
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion6/6.5.2.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.sxcm.co.in/annualreport20212022.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

As a leading institution St. Xavier's college follows its vision to create a safe space for our students and provide a gender-sensitive and empowering education. The following Cells take care of the gender issues.

1. Gender Equity Cell
2. Anti- Sexual Harassment Cell
3. Anti- Ragging Cell
4. Personal Counselling Cell

The vision of these cells is to keep the college free from sexual violation, discrimination, exploitation and violence against women.

The pedagogy of gender sensitization is not limited to classrooms alone. Various awareness programmes and workshops are arranged for the students, teaching and non-teaching staff on the issue of sexual harassment at the workplace. Gender equality cannot be imparted in isolation from the larger community. So, surveys and research projects are undertaken to further the goal.

The institution provides adequate space for students to engage in open discussions and think critically on various issues like:

1. Women and discrimination
2. Gender and sexuality

3. Importance of women education**4. Influence of media****5. Laws and rights****6. Health and hygiene.**

Women's security is a priority in the college. It has facilities like women's common rooms and counselling opportunity for women-students through Personal Counselling Cell.

File Description	Documents
Annual gender sensitization action plan	https://www.sxcm.co.in/downloads/criterion7/7.1.1A.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.sxcm.co.in/downloads/criterion7/7.1.1B.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

St. Xavier's College, Mahuadanr is a certified campus, following a series of Environmental & Energy Management Systems. The College has environmental policy for the management of degradable and non-degradable waste.

- SXCM has been segregating its Solid waste with separate bins for dry and wet waste collection placed around the campus. This has greatly facilitated efficient composting and recycling the waste.
- Sewage plants are set up and maintained by the Institution to generate the waste water in the campus. Treated water from these plants is fully utilized for gardening and agriculture.
- SXCM harvests rainwater from rooftops of buildings; then using it for domestic purposes after proper filtering, and also by diverting storm water to abandoned bore wells.
- Biomedical waste is managed as per protocols and guidelines of Bio-medical waste management rules. SXCM has done MoU with Carmel Hospital for the proper bio-medical waste management.
- E-waste, including desktop computers and accessories, compact fluorescent lights and printer cartridges, is collected through separate waste streams and disposed to authorized recyclers.
- The hazardous chemical waste generated from the labs is diluted carefully and discarded through proper channels. The institute does not generate any radioactive waste in the campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://www.sxcm.co.in/downloads/criterion7/7.1.3B.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for A. Any 4 or All of the above

greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

C. Any 2 of the above

of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

St. Xavier's College, Mahuadanr believes in inclusive education that involves humanistic outreach to build better communities and socially conscious citizens. Inclusiveness at regional, linguistic, secular and economic dimensions is emphasized and encouraged.

The admissions in various streams reflect intake of students from all sections. Cultural diversity is often highlighted in departmental activities. Hindi department celebrates World Indigenous People's Day. The college also supports exchange of students from other institutions to strengthen this outlook.

The college conducts special classes to help students from lower-income households and students who are earning while learning. The economically struggling students are given financial assistance to consolidate their education.

The college makes an option for an inclusive, holistic and universal outlook and an inter-faith spirituality in words and action.

Through awareness programmes communal harmony and compassionate socio-economic culture are inculcated in the students.

The Inter-faith services adopt themes that integrate issues of local, national, global and cosmic relevance, thereby broadening everyone's horizon. Broad-based and inclusive orientation is celebrated and highlighted through multiple events organised by

departments. 'To Be Religious is to Be Interreligious'. In fact, the college staff and students value their active participation in different religious and Nature celebrations.

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

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

Inculcating personal and social values among students and staff is a primary objective of St. Xavier's College.

Through reading, debates, discussions, group-work, presentations, assignments and departmental activities, TED talks etc., the students encounter complex philosophic, historic socio-economic, cultural, religious, moral and justice-related situations. They face issues like addiction, suicide, gender, relationships, options, communal sensitivity, global citizenship etc.

The students are guided to analyse data critically and discern truth, values, rights, duties and responsibilities.

The role of subjectivity is explained to the students in order to grasp the role of characters, circumstances and consequences to evaluate an action to avoid jumping into invalid conclusion and compartmentalizing situation into black and white. For proper conclusion every detail needs to be examined with equanimity. In this regard the students get experience in mandatory social awareness programmes.

NSS, AICUF and YRC enable students to work in teams, developing right attitudes. Guest lectures on Gender-Sensitization enhance the attitude of equality. Adhering to Constitutional and cultural responsibility create values. Political Science Department's seminars deepen this spirit and the Alumni of the college bear witness to the college's emphasis on human values.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

At St. Xavier's College, Mahuadanr, international and national days and birth and death anniversaries of national leaders are celebrated reverently for internalizing the virtues associated with these persons and occasions and inculcating them for the holistic development of our students.

Independence Day and Republic Day are celebrated by national flag-hoisting, singing the national anthem. The Cultural Committee organises a programme with patriotic speeches and songs.

'Gandhi-Jayanti' on 2nd October and Gandhi's death-anniversary on 30th January are celebrated with departmental cultural activities highlighting the principles of non-violence, truth and cleanliness propagated by the father of our nation.

On 14th April the birthday of Ambedkar, the architect of Indian Constitution, is celebrated upholding dignity of every person irrespective of socio-cultural differences.

The birth Anniversary of Dr Radhakrishnan is celebrated as 'Teachers Day' on 5th September. The students felicitate the teachers with loving tokens of love and appreciation.

Other significant days are also celebrated for students' holistic development. For example,

National Science Day,

National Statistics Day,

National Mathematics Day,

International Yoga Day,

Human Rights Day,

International Women's Day,

World Environment Day,

Constitution Day,

Voter's Day,

Suicide Prevention Day,

World Health Day,

National Income Tax Day,

Hindi Diwas etc

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practices 1

Topic: Adopting School: Essences of Humanity

Objectives of the Practice: The Principal of the college highlights that the spirit of creativity instilled in the students drives them to realize what they are capable of; the fulfilled minds of the students enable them to effectively carry out their social responsibilities, working to uphold the values of justice and freedom to all.

BEST PRACTICE-2

Topic: Reading Books to Rise above the Ordinary

Objectives of the Practice:

The college always strives to transform and transcend the minds of the students. To achieve this, reading habit is an effective means. The college has set up a very good library and the associated online and other facilities to help the students cultivate the habit of reading and genuine hunger for knowledge.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust

within 200 words

Disciplined value-based quality higher education is the focus of St. Xavier's College.

The thrust is not mere knowledge, but awakening of intellectual curiosity, development of heroic interests, attitudes and values and the capacity to think and judge for oneself.

In St. Xavier's College students engage in curricular and co-curricular activities, striving with patience, understanding, sympathy, forbearance, generosity, fortitude and determination.

St. Xavier's College in remote Mahuadanr, Dt.Latehar, Jharkand, generates hope and empowerment of youth from diverse background.

Addressing the changing needs in innovative and compassionate manner, competitive education is provided.

Quality and transformative education, competence, compassion and conscience is the Vision and Mission of the college.

The spirit of the college moves the students to realize their potential and self-worth.

The college creates a safe space for our students. Each department organises events that reinforce the institution's vision and mission and promote communal harmony and peaceful co-existence of different religious and socio-cultural groups.

Our pivotal emphasis is on students' all-round development. We achieve it through diversified academic activities focusing on entrepreneurial skills, leadership quality, management skill, team spirit, communication and presentation skills and creativity, where-by students are well equipped and ready to plunge into the competitive world.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college prepares its own calendar following the academic calendar of the affiliating Nilamber-Pitamber University for curriculum delivery. It is circulated and uploaded in the website. At the beginning of the session the academic council discusses the implementation of the perspective plan through lesson-plans and the faculty-members are instructed to follow the calendar in teaching, learning and evaluation process. The central time-table is prepared and circulated among the departments and students. Besides, each department prepares its own plan for organization of academic activities. With departmental meetings and reviews course allocation, planning and delivery are ensured. The faculty members prepare the pre-class materials based on the approved course plans and use various teaching aids like PPTs and Videos and present through projectors in the classrooms for effective delivery of the curriculum content. Every student is given a Hand Book of information containing Academic Calendar, details of internal and University exams etc. New students get orientation for syllabus, teaching and evaluation methods. Use of Complaint-box is recommended for suggestions, feedback and grievance-redressal. The perspective plan of the session is reviewed retrospectively at the end of the session and the yearly report is submitted to the IQAC.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.sxcm.co.in/downloads/criterion1/1.1.1.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Academic Council prepares and implements academic calendar for curriculum-delivery and continuous internal evaluation. Departments conduct unit-tests, seminars, group-discussions,

field-projects, viva-voice, internal assessments and terminal examinations as per calendar. Curriculum-delivery is monitored with departmental meetings and adherence to calendar is ensured with internal evaluation. At the beginning, bridge-course is conducted as per calendar and tests are conducted to find slow learners. During the Academic council and Examination Committee meetings, the progress of academic activities is reviewed. Really, students' continuous internal evaluation is made by conducting home assignments, tutorials, surprise tests, unit tests and open book exam. Tests for add-on courses are included in the academic calendar and they take place at every semester. The examination-committee prepares internal-evaluation timetable well in advance using slots in academic calendar. The departments prepare their own teaching-plans in their meetings as per the schedule of internal evaluation as in the academic calendar as well as the additional tests. The surprise test, open book exams and assessment are conducted separately by the respective departments.

The examination and evaluation process are implemented as follows:

1. Semester Examination Evaluation Procedure Semester-wise Two Mid Exam.
2. Semester-wise two internal Assignments /Seminars.
3. Pre-Semester Examination.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.sxcm.co.in/downloads/criterion1/1.1.2.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of

C. Any 2 of the above

Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded
1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
13	
File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
6	
File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	

748

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

748

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

The college gives prime importance to cross cutting issues like gender-discrimination, environment and sustainability, human values and professional ethics. In the induction program at the beginning of the year experts promote awareness of the policies and programs for becoming vibrant citizens without gender-discrimination. Gender equality cell and Anti-sexual harassment cell are vigilant. Promotion of human values is a top priority.

Environmental Science is a first-semester compulsory course in the prescribed syllabus. The course encompasses all aspects of environment like natural resources, biodiversity, pollution, alternate energy sources, importance of preservation and protection of environment for sustainable development etc. NSS and Eco-club of the college promote specific activities on Environmental issues. Everybody in the college is deeply influenced by its emphasis on environmental obligations, cleanliness-campaign, environment-awareness-campaigns and observance of environment related days.

'Human Values and Professional Ethics', incorporating professional, moral and social obligation along with the skill development is a course in the final semester of UG programs. Its focus is tolerance and respect for diversities among communities. With special lectures ethics are inculcated for day-to-day life. With extension activities in rural areas student's service attitude, citizenship role and orientation towards social needs and health are enhanced.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

11

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

748

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.sxcm.co.in/feedback.php
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
1300	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC,	

Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

245

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The students admitted to SXCM represent a combination of advanced and slow learners. The institution has put in place an effective mechanism to assess the learning levels of the students and thereafter organize specific programmes for the advanced and slow learners. Parents are invited to discuss the performance of their wards. Mentor-mentee relationship is followed and the mentors keep records of the mentees to identify and help the slow and advanced learners.

The classification of students as advanced or slow learners is based on the marks scored by them in Mid Semester and End Semester Exams, tests, assignments, projects and their ability to answer the questions. Based on the marks secured, the students are classified as slow, medium and advanced learners and various programmes designed for them are discussed in the Academic Council Meeting under the guidance of the Chairperson cum Principal. Cells like Competitive Exam, Career Counselling and Personal Counselling have been setup for guidance.

For advanced learners

- Programs by Career Counselling and Competitive Exam Cell
- Research oriented Project works
- Information and practice for Competitive exam
- Career Guidance and Counselling
- Motivational talk

For slow learners

- Remedial Classes
- Mentoring Programme
- Personal Counselling
- Expert lectures

File Description	Documents
Link for additional Information	http://www.sxcm.co.in/downloads/criterion2/2.2.1.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
748	35

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Learning at SXCM has been made increasingly more student-centric by introducing innovative and interactive learning tools and methods, which constitute experiential learning, participative learning and problem-solving methodologies in order to make the teaching learning process more effective compared to traditional methods. The Institution has collaborations with many agencies providing opportunities for internships. It has well-equipped laboratories, extensive ICT infrastructure. Its engagement with society and community provides students multiple opportunities through various activities. The activities mentioned in the Academic Calendar are discussed in the Academic Council Meeting.

All the faculty motivate students to participate in group discussions, workshops, seminars, debate and quizzes. All the departments organise field trips/visits and internships every year. Lab experiments are mandatory for Physics, Chemistry and Botany students whereas practical works are mandatory for Geography students. Group projects are assigned to encourage

teamwork, collaboration, group-discussion and very specially to improve communication skills. Professors attend FDP to make the learning process more student-centric. Students learn through voluntary services in cells such as NSS and AICUF unit, Eco Club, etc.

Experiential learning

- Practical
- Field Trips, Industrial Visits
- Internship
- Seminars/webinars
- Extension activities

Participative Learning

- Assignments/Project works
- Classroom presentations
- Group Discussion and Debate
- Webinars

Problems Solving Methods

- Projects
- Quizzes
- Assignments

Thus, SXCM has opened many doors for the students to enhance and enjoy their learning experience.

File Description	Documents
Upload any additional information	View File
Link for additional information	http://www.sxcm.co.in/downloads/criterion2/2.3.1.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The use of effective teaching and learning methods has been the main strength of St. Xavier's College, Mahuadanr. Almost all the teachers in every department promote ICT enabled teaching with increased use of projectors, Computer Lab, PowerPoint

Presentation (PPT), MS-Excel, Google Workplace tools like Google Forms, Google Drive, E-contents, use of Audio-visuals techniques, screening of educational videos and films, etc. There are Smart classrooms that are equipped with digital displays, whiteboards, speakers, microphones, caller Mic, etc. The college has a Computer Lab, where the students learn to use systems and utilize E- resources as well. The Conference Hall and Meeting Room are equipped with the required facilities.

The library and the teachers can access a wide range of valuable E-resources and E-books. For effective ICT based teaching and learning, an uninterrupted Wi-Fi internet connectivity is provided in the whole college-campus. The administrative Heads and Department-Heads have computers in each department to work efficiently.

With this ICT mode of education, we at St. Xavier's College constantly work with Information, Communication and Technology effectively supporting, enhancing and optimising the delivery of evidence, data, facts and figures while teaching the students.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.sxcm.co.in/eresources.php

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

35

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

35

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

6

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

173

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution St. Xavier's College, Mahuadanr has appointed a capable Controller of Examination as per the guidelines of Nilamber Pitamber University to conduct internal examinations and make policy decision for transparent and robust internal examinations. The college has adopted Choice Based Credit System (CBCS) from academic year 2018. Two internal tests, i.e. Mid Semester Exams are conducted in one year, the time-table for which is prepared well in advance along with the invigilators' list. The time-table is communicated through college and departmental Notice board and respective WhatsApp groups. The institution ensures the smooth functioning of Continuous Internal Evaluation, including Assignment, Quiz, MCQs, Tutorials, orals, Viva-voce, presentation, etc. After the evaluation of the internal assessment, answer scripts are shown to the students for discussion on their performance. Before the University examination, internal tests are scheduled and conducted to make the students familiar with the process and resolve the emerging queries, thus reducing their exam phobia. There is re-exam system for those unable to take the exam due to genuine reasons. The professors of each department keep record of the marks and submit the mark-list to the examination department in the stipulated time.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.sxcm.co.in/downloads/criterion2/2.5.1.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

At the college level, an Examination Committee is constituted, comprising of an Examination Controller, a senior Faculty member as Centre-Superintendent, other teaching faculty and non-teaching staff as members for smooth conducting of internal and external examinations. The college follows strictly the guidelines and rules issued by the affiliating university while conducting internals and end semester examinations.

- Two Mid Semester Examinations are conducted in each semester
- Time table and proper seating plan is prepared and displayed on the notice board in advance
- Any grievances related to question paper is addressed to the centre superintendent and the concerned faculty is contacted to resolve the issues.

The Examination Committee addresses various grievances with reference to the internal Examinations through the Coordinator. The Examination Cell receives the grievances in written form and redresses them. The students report to the department coordinators for clarification of Internal Assessment related issues.

Grievances handling mechanism is completely transparent. If a student is not satisfied with his or her marks, the faculty member satisfies him/her by explaining the reason for difference of marks. If any grievance is observed due to medical reasons or emergency situations, it is resolved as soon as possible.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.sxcm.co.in/downloads/criterion2/2.5.2.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

1. The institution adheres to the academic calendar including for the conduct of Continuous Internal

Evaluation (CIE)

The Academic Council prepares and implements academic calendar for curriculum-delivery and continuous internal evaluation. Departments conduct unit-tests, seminars, group-discussions, field-projects, viva-voice, internal assessments and terminal examinations as per calendar. Curriculum-delivery is monitored with departmental meetings and adherence to calendar is ensured with internal evaluation. At the beginning, bridge-course is conducted as per calendar and tests are conducted to find slow learners. During the Academic council and Examination Committee meetings, the progress of academic activities is reviewed. Really, students' continuous internal evaluation is made by conducting home assignments, tutorials, surprise tests, unit tests and open book exam. Tests for add-on courses are included in the academic calendar and they take place at every semester. The examination-committee prepares internal-evaluation timetable well in advance using slots in academic calendar. The departments prepare their own teaching-plans in their meetings as per the schedule of internal evaluation as in the academic calendar as well as the additional tests. The surprise test, open book exams and assessment are conducted separately by the respective departments.

The examination and evaluation process are implemented as follows:

1. Semester Examination Evaluation Procedure Semester-wise Two Mid Exam.
2. Semester-wise two internal Assignments /Seminars.
3. Pre-Semester Examination.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.sxcm.co.in/downloads/criterion2/2.6.1.pdf
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The institution regularly evaluates the students' performance in various ways to measure the attainment of Program and Course Outcomes. Each Program and course has a defined set of outcomes. The attainment level of the POs and COs is computed using the performance of the students in the examinations during the semesters in each course. The direct method of course outcomes assessment is based on Mid Semester Examinations and Semester End Examinations. Mid Semester Examinations are conducted by the institution twice a semester. The examinations are based on the patterns prescribed by the university. Throughout the year, the faculty records the performance of each student. Remedial classes are arranged for the slow learners to make pace with the desired progression. End Semester Examinations conducted by the university, are the most important parameters for measuring the attainment of POs and COs in the institution.

1. Assignments/project works are given to the students. External Assessment is evaluated by external experts for the Practical examinations, appointed by the University through Viva-Voce and practical files.
2. Students are assessed and evaluated through unit tests, Mid Semester Examination
3. The Institution collects feedback from stakeholders
4. Students are encouraged to take up internships, projects, fieldwork, etc

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.sxcm.co.in/downloads/criterion2/2.6.2.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

157

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://www.sxcm.co.in/annualreport20212022.php

2.7 - Student Satisfaction Survey

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

<http://www.sxcm.co.in/downloads/criterion2/2.7.1.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

53

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year**3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

3

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

1

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college has well-structured organizations such as national service scheme (NSS), YRC, AICUF and Eco-Club. Faculty and students of the college are encouraged to participate in collaboration with these organizations in carrying out social outreach programs. The college appreciates the services provided by students and faculty by considering their working for such activities as on duty and are included in their academic curriculum. Some of the salient contributions of the institutional social responsibilities include:

Conducting village awareness program:

Students of different department have taken various extension activities in the neighborhood communities in order to create awareness among them regarding various social problems and issues and ways of solving them.

Field study cum survey of the villages:

Students from different departments have undertaken field trips and surveys which helped them to know the needs in the neighborhood and to assist the villagers in fulfilling those needs.

Safe drive programs:

Road safety is a serious concern. The faculty and students have organized outreach programme in the market place to create awareness on road safety. The sub-divisional officials appreciated this initiative and they also actively participated in it.

The college believes in overall development of the students and sensitizes them through this outreach programs in order to address the social needs or social issues of the people in the neighboring villages and public places. These activities not only gave the much-needed space for experiencing the social issues of the society but also created greater awareness regarding such issues.

File Description	Documents
Paste link for additional information	https://www.sxcm.co.in/downloads/criterion3/3.3.1.pdf
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

5

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

59

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

748

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

14

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

8

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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

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

The college is affiliated to Nilamber Pitamber University. It has 24 acres of land and excellent infrastructure. 13 undergraduate programmes are run.

The College has 32 ventilated, spacious and clean class rooms, with fans and light. Some class rooms are small for smaller numbers.

There are laboratories for Botany, Zoology, Geography, Physics and Chemistry with adequate equipment. They have safety features and excellent atmosphere for work. Every lab has a lab assistant for constant support and maintenance.

Computer Lab has 46 computers for students and ICT enabled room for seminars, association meetings, paper presentations and teaching-learning activities. ICT facility helps effective teaching. There are also LCD projectors. All the teachers are encouraged to use the computer facility.

The library has a special internet facility center for the students and teachers.

The College provides separate office rooms for different departments, Common Rooms and separate rest rooms for women. The institution provides first-aid facilities. The College has three conference halls for organizing special lectures and meetings. Other facilities like scanner, printer and photocopy machines are also provided.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sxcm.co.in/downloads/criterion4/4.1.1.pdf

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

Cultural events not only assist students to connect with the College but also help them advance in the field of design. The facilities for recreational, co-curricular, and cultural activities are superb. Therefore, we hold competitions for painting, drawing, singing, dancing, rangoli making, and other skills, and we honour the winners with medals and diplomas. We also celebrate youth festivals, college days, inter-religious gatherings, and other events. A sizable portion of our college's curriculum is devoted to sports. We have two football fields, one cricket field, one hockey field, two volleyball

courts, two badminton courts, two kho kho courts, and one concrete basketball court. Every year, sports day features events for all students, including 100-meter dash, 400-meter relay, three-legged race, slow bike race, tug-of-war, and interdepartmental cricket, volleyball, and football tournaments. Regular indoor sports include ludo, chess, and carrom. The courts, playing fields, and athletic tracks are kept up well. The advantages of yoga for the body, mind, and soul are highlighted on Yoga Day. The college hosts outreach programmes to raise awareness of issues including child marriage, traffic safety, alcoholism, starvation, and other issues.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sxcn.co.in/downloads/criterion4/4.1.2.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

6

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

6

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sxcn.co.in/downloads/criterion4/4.1.3.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

237.41	
File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File
4.2 - Library as a Learning Resource	
4.2.1 - Library is automated using Integrated Library Management System (ILMS)	
<p>St. Xavier's College has a library located within the main building. It has a large number of books and has subscribed to some e-books, magazines, journals and newspapers. The library has specially designated areas for normal use and for reading. It is spacious and well maintained. The institution has a qualified librarian and sufficient technical staff to support the library. A dedicated staff helps the students find the necessary titles. Books are indexed, categorized according to programs and subjects. The college has a subscription of software for library automation. Library has second version of Library management software. It works on offline mode too and runs on LAN cables. The software contains details of the author, title and publishing house. When requested, the librarian accesses the software and helps the students locate the book. The supporting staff takes care of the security of books and other reading material, and helps in correct replacement of the books. Reading room facilities for teachers and learners are provided. The library follows the book bank scheme. All books are given a reference ID. With this, the students are able to borrow books for the entire length of a semester so as to help them study.</p>	
File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.sxcm.co.in/downloads/criterion4/4.2.1.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	D. Any 1 of the above
--	------------------------------

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.64

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

95

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college wants to give its students cutting-edge resources so that together they can soar to new heights. As a result, it regularly updates its IT infrastructure to offer the best services.

LCD projectors have been installed in our classrooms. In a number of labs and staff areas, there are Wi-Fi connections. The teachers and students have access to these resources whenever needed. Computers are equipped with Wi-Fi connections so that the students can use it for their benefit. There are many computers in computer lab and each department has their separate PC. All the computers have antivirus installed in it and it is periodically being updated.

For the attendance of the teaching and non-teaching employees, it incorporates a biometric system. The website provides details on upcoming events, including the date, time, and schedule. This makes it easy to inform the parents about the programmes offered at the college. Circulars and announcements to parents and students are also posted online to improve communication. Every academic year begins with an update to the academic calendar and the course catalogue.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion4/4.3.1.pdf

4.3.2 - Number of Computers

46

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

E. < 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

23.81

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

There are numerous rules, processes, and practises for maintaining the institution. They give daily direction. Non-teaching staff members clean the furniture and classrooms. The Equipment and furniture in the classroom are routinely maintained. The infrastructure amenities are meticulously maintained. Plumbing and electrical works are performed by qualified non-teaching staff.

Playgrounds and courts are regularly maintained by the workers under the supervision of the sports coordinator. Sports materials are used and kept safely and replaced with new whenever required.

Electricians and lab assistants test the efficiency and safety

of the lab equipment. Voltage stabilisers in physics labs protect electronic equipment. Solar panel of 42 KW has been installed for lighting in the campus. Acids and chemicals are handled according to standard precaution.

The lab staff are always keeping an eye on the computer lab equipment. A register is kept for efficient maintenance, and labs follow a preventative maintenance programme.

The computer lab is maintained by the In-charge and all the PCs have antivirus installed. The system is updated periodically as per requirement.

The librarian maintains the library with the assistance of the management. The library staff is responsible for the maintenance of the software and sanitizing and cleaning the space. The library service's files are kept in good condition and are clearly labelled for quick access.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion4/4.4.2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

291

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

5

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	http://www.sxcm.co.in/facilities.php
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

263

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

263

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

0

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

191	
File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File
5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)	
<p>Students' Council plays a vital role to support the management and staff in the development of the college. Students' Council representatives are class representatives from each department. They are actively present in all the academic, cultural, curricular and extra-curricular activities and events as coordinators, mentors and helpers in accordance with direction of the teaching faculty. They do a lot of academic and administrative works with the help of other students. They too motivate other students to participate in the activities conducted by the Institute. They function as a medium between faculty and students. Members of NSS, YRC take the lead to conduct outreach programs to help the neighboring villages. Charitable works are also promoted by the students inside and outside the college campus. It creates opportunities for the students to build humanity among them and share the spirit among the wider society. Sports, cultural events and competitions are organized with the help of the students-council. Tree plantation and social works have been done inside and outside the college campus. Services like blood test, blood donation etc. has been done for villagers in collaboration with the local government hospital. Such initiatives and activities have been made possible mainly because of the participation and contribution of the student council.</p>	

File Description	Documents
Paste link for additional information	https://www.sxcm.co.in/downloads/criterion5/5.3.2.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

18

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni association brings former students together to maintain a connection with their university and fellow graduates. The executive committee has been formed from among the alumni who have been successfully employed in different sectors. Their contribution has been strengthening the association. St. Xavier's College, Mahuadanr has a transparent relationship with the alumni. The association organizes socio-cultural, educational and other events in the college premises and it has strengthened the relation between the alumni and the institution. Every year the alumni association organizes a meeting mainly to discuss the growth of the college. The association encourages our students to carve out excellence for an integral development. Besides, the association always

appears before the college management and staff members with their innovative suggestions to upgrade institute's social commitment stature. It has a pivotal role in shaping and preserving a lasting relationship between the former and current students on the one hand and the institute and the society on the other. The association also has a WhatsApp group for the institution to have connectivity with the alumni. The group was created to give information about the college activities and also about the vacancies so that the alumni who are needed can grab the opportunity.

File Description	Documents
Paste link for additional information	https://www.sxcm.co.in/downloads/criterion5/5.4.1.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
---	----------------------

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision:

To develop professionally competent and compassionately committed people for creating a just and humane society inspired by the life of Jesus and Jesuit spirit of Magis.

Mission:

- To provide quality based academic excellence especially for tribal youth.
- To motivate students to be skill-oriented, competent, committed, conscientious and compassionate.
- To prepare students for meaningful professional service

and leadership

"Leadership for Societal Transformation" was the theme of Academic Year 2021-2022. The College had all the activities centered on this.

1. Governance:

Administration of the institution includes the President, Secretary, Principal and Vice-Principal, Administrative Council, Controller of Examinations and IQAC coordinator. Principal is the administrative and academic head of the Institution. The College follows the norms of Nilamber-Pitamber University to which it has been affiliated.

1. Perspective plans:

1. To set up a Smart class room in each floor.
2. To enhance Language lab with 30 computers.
3. To empower Children of backward classes in the village schools by the students of the College.

1. Participation of teachers in the decision-making bodies of institution:

Representatives of faculty are present in the Academic Council, Governing Body, Administrative council and various other Committees for the effective functioning of the institution.

File Description	Documents
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion6/6.1.1.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Effective leadership is reflected in all activities of the College through decentralization and participative management. The Academics, Administration and Extra-curricular activities are carried out through participative management and

decentralization reflecting the vision-mission of the Institution. All the stakeholders work in a democratic manner with a deep sense of responsibility and accountability.

Case Study: Decennial Jubilee celebration of the Institution

De-centralisation and participative management are reflected at its best in the planning and conduct of the Decennial Jubilee Celebration of the College on 3rd December 2021. The event was managed proficiently with extended opportunities for the students, non-teaching associates and teachers to participate. The Administrative staff council and the faculty decided to have the Decennial Jubilee celebration. The mode of celebration was discussed in various committees such as student council, Cultural Committee, Publication Committee, Finance Committee and Discipline Committee. Duties were distributed to different committees. The students, non-teaching staff and teachers worked together as active members for the success of the event.

File Description	Documents
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion6/6.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The perspective plan of the Institute covers the Institutional quality enhancement initiatives and aligns with the vision and mission of the Institution. It is effectively deployed to focus on bringing quality improvements in Curricular Planning and Implementation, Teaching- Learning Processes, Research, Collaboration and Extension Activities, Academic infrastructural facilities, Student Support Activities and Student Progression, Internal Quality Assurance System, Institutional Values and Best Practice, Governance, Leadership and Management.

At the beginning of the academic year various bodies and committees chalk out the strategic plan of activities which will support the growth and development in key areas and at the

end of the year, a review is taken to evaluate the outcomes of perspective plans.

The Institutional Perspective and Strategic Plan have been successfully implemented in the Best Practice. Following the theme of this Academic Year "Leadership for Societal Transformation" the Institution reached out to the Government Schools in the neighbourhood. Each department adopted a Government School where the students conducted regular classes and various awareness programmes to develop the skills and talents of the children of these schools. The students of the Institution grew in the awareness of their sense of responsibility to contribute to the building up of the Society.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion6/6.2.1.pdf
Upload any additional information	No File Uploaded

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

The Organizational Structure of the College consists of Governing body, Principal, Vice-Principal, teaching staff, non-teaching staff and students.

The Governing body in consultation with the Parent body HJES, is in constant touch with the Principal on all matters pertaining to the smooth functioning of the institution. It meets once in three months to discuss issues relating to finance, infrastructure, faculty recruitment and the matters related to the overall development of College. The Principal is assisted by the Vice-Principal, the Administrative Staff, the Staff Council (all teaching faculty) and the Non-Teaching Staff. Council meetings are held for the effective planning and implementation of programmes like teaching, learning, academic administration, curricular and extracurricular activities. The Internal Quality Assurance Cell works towards realization of the goals of quality enhancement and sustenance. The Library organization includes Librarian and Assistant Librarian.

College Committees:

Various committees are constituted for the planning, preparation and execution of academic, administrative and extra-curricular purposes. The objective of these committees is to ensure that no violation of rules takes place within the College and work towards addressing and settling grievances if any. Anti Ragging Cell, Grievance Redressal Committee, Anti-Sexual Harassment Cell and the discipline Committee are some of these.

File Description	Documents
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion6/6.2.2.pdf
Link to Organogram of the Institution webpage	http://www.sxcm.co.in/organogram.jpeg
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

The college Management believes that healthy organizational environment is needed for employees to function productively towards achieving organizational goals. The College has a well-formulated Welfare Policy in place to ensure the well-being of

the employees. It always strives to satisfy the needs of the employees proactively. Some facilities provided for the welfare of the employees of the institution are as follows:

- Provident fund for all the employees who fall under the eligibility criteria.
- Fee concession is made available to the children of the staff of the college.
- A canteen within the campus with reasonable rates to provide refreshment to the staff.
- Subsidized facilities for stationary and Xerox center within the campus for both staff and student.
- Compliments are given to the non-teaching staff during festival times.
- Salary Increment is given annually to the staff.
- The teacher/employee have the benefit of EPF Scheme.
- The teacher/non-teaching associates receive moderate gifts on Teacher's day.
- Maternity leave of three months for the women staff.
- Duty leave for faculty for Paper presentation in conferences and workshop and Ph.D. related work.
- Annual picnic of a day is given to both teaching and non-teaching staff.

File Description	Documents
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion6/6.3.1.pdf
Upload any additional information	View File

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

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

14

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

13

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	View File
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

35

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

IQAC has prepared a self-appraisal format based on PBAS (Performance Based Appraisal System) methodology of UGC in order to measure the performance of each staff. The format includes academic and administrative responsibilities of the faculty.

The questionnaire is being evaluated by the IQAC/Principal and the feedback is given to the faculty directly for the improvement of their performance. The teaching faculty is also being evaluated by the students regarding their classroom performance and the feedback is given to the faculties through HoDs.

The concerned reporting officer and the Principal according to their performances evaluate the non- teaching faculties. After the evaluation, the Principal meets the non-teaching staff and appraise them of their performance.

STAFF WITH UNSATISFACTORY PERFORMANCE APPRAISAL

If a staff is evaluated indicating "Needs Improvement" in one or more areas,

1. The Principal provides the staff a clear written statement of specific areas of unsatisfactory

Performance.

1. The staff is directed to implement the "Plan for Improvement" within the specified period. During this period, the Principal will meet the staff on a regular basis to monitor progress.
2. At the end of the specified period the Principal will conduct a performance appraisal and complete the "Performance Appraisal" form.

File Description	Documents
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion6/6.3.5.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution has its own internal audit mechanism whereby books of accounts is scrutinized by the internal Auditor (Treasurer) assigned by the management of the college every three months and by the Hazaribag Jesuits Education Society (HJES) Treasurer. The recent internal auditing was done in September 2022 for the college. The institution also carries an elaborate external audit annually. The management and General Body of the Society approve and appoint the external auditor Mr. Ajay Kumar Pandey (Membership No.410889, FRN-000135C.) in Governing Body meeting.

The mechanism for external audit include thorough scrutinizing and verifying of the payments, bills and receipts, Examining books of accounts and finalizing the Balance sheet, Ensuring the accuracy and completeness of accounting records, Verifying whether the accounting records of the institution are in accordance with the accounting framework, Checking whether the account statements reflect accurately the financial position of the institution, Confirming compliance with accounting policies and Verifying the assets of the institution purchased during the year.

After thorough scrutiny, the auditor submits a financial report to the Society in which the auditor states the findings, opinions and comments. Minor errors pointed by the team are

rectified immediately and measures are taken to avoid further mistakes.

File Description	Documents
Paste link for additional information	https://www.sxcm.co.in/downloads/criterion6/6.4.1.pdf
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

24

File Description	Documents
Annual statements of accounts	View File
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college has a well-defined financial policy which ensures effective and optimal utilization of finances for academic, administrative and development purpose in line with the institute's vision and mission. The dedicated financial team manages the effective utilization of funds. Financial Planning is exercised well in advance for the organization with efficient Budgeting done after involving the various Academic Departments and Administrative Sections of the Institute. Every year a budget is prepared, which involves projected revenue, expenditure and capital expenditure. While preparing the budget, the departmental requirements which include co-curricular and extracurricular activities are also included. After reviewing the budget by Principal, the final consolidated budget is forwarded to the Management Committee for approval. The institute is running with self-sufficient funds by

generating the cash inflow from tuition fee from students and fund from HJES.

The Management of the Institution supports financially in times of financial inadequacies. The deficit/shortage of funds during the expansion or renovation of buildings have been managed by funding from Parent Trust. The purchase committee ensures that the funds are utilized in an effective manner. The institute has its own internal audit mechanism to process and monitor effective and efficient use of available financial resources.

File Description	Documents
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion6/6.4.3.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell of the College took impressive initiative towards sustainable development of the nation. As part of the college's pro-environment programs, the students are highly motivated to participate in pro-environment programs like cleanliness and plantation campaigns around campus and in the adopted villages of the district. Under its Swachhta Action Plan, different departments organized Outreach programs and Awareness talks, Rally, Nukkad Natak in and out of the college. St. Xavier's College, Mahuadanr has been awarded the 'District Green Champion Award' by the Mahatma Gandhi National Council of Rural Education (MGNCRE), Department of Higher Education, Government of India for its excellent work in the field of Environmental Protection, Sanitation, Waste Management, Water Management and Energy Management.

The IQAC of the college initiated "Integrated Coaching Program" in the college for preparation of UPSC/JPSC/BPSC/SSC. It is scheduled for 6 months per term. In each term, 100 candidates are taught according to the UPSC, JPSC, SSC and other competitive exam syllabuses. Highly experienced teachers who cracked many competitive exams teach in the coaching program. It is a remarkable initiative of the college to have arranged well-conducted and free coaching program for civil service

aspirants in such a backward area.

File Description	Documents
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion6/6.5.1.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The College has an Academic and Administrative Staff Council to review teaching and learning process. It ensures that theory classes, Lab postings and other teaching and learning processes are meticulously followed. The Committee monitors the teaching and learning processes and outcomes biannually. Slow learners are identified and remedial classes are arranged.

The primary objective of IQAC is to set up quality bench marks in academic activities of the institute. The IQAC has streamlined methods to keep track of the progress of students through a well- planned Mentor-Mentee program.

Laboratory Learning Process:

Laboratory teaching assumes that first-hand experience in observation .Our college laboratories occupy every floor in the building. namely Physics, Chemistry, Botany, Zoology, Computer, Geography. Every scientific concept is clarified in the laboratory by our highly educated lecturers. Conclusions drawn from the experimentation raise the level of self-confidence, spirit of cooperation and team work of students .

ICT Learning Process:

Various ICT tools used by our lecturers are computers, printers, scanners, data projectors, pen drives, tablets, spread sheets, presentation. The teachers posts study materials for a given course on an interactive website and Whatsapp groups which students can access. Likewise Lecturers get more time for discussions during lessons.

File Description	Documents
Paste link for additional information	http://www.sxcm.co.in/downloads/criterion6/6.5.2.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.sxcm.co.in/annualreport20212022.php
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

As a leading institution St. Xavier's college follows its vision to create a safe space for our students and provide a gender-sensitive and empowering education. The following Cells take care of the gender issues.

1. Gender Equity Cell
2. Anti- Sexual Harassment Cell

3. Anti- Ragging Cell
4. Personal Counselling Cell

The vision of these cells is to keep the college free from sexual violation, discrimination, exploitation and violence against women.

The pedagogy of gender sensitization is not limited to classrooms alone. Various awareness programmes and workshops are arranged for the students, teaching and non-teaching staff on the issue of sexual harassment at the workplace. Gender equality cannot be imparted in isolation from the larger community. So, surveys and research projects are undertaken to further the goal.

The institution provides adequate space for students to engage in open discussions and think critically on various issues like:

1. Women and discrimination
2. Gender and sexuality
3. Importance of women education
4. Influence of media
5. Laws and rights
6. Health and hygiene.

Women's security is a priority in the college. It has facilities like women's common rooms and counselling opportunity for women-students through Personal Counselling Cell.

File Description	Documents
Annual gender sensitization action plan	https://www.sxcm.co.in/downloads/criterion7/7.1.1A.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.sxcm.co.in/downloads/criterion7/7.1.1B.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

St. Xavier's College, Mahuadanr is a certified campus, following a series of Environmental & Energy Management Systems. The College has environmental policy for the management of degradable and non-degradable waste.

- SXCM has been segregating its Solid waste with separate bins for dry and wet waste collection placed around the campus. This has greatly facilitated efficient composting and recycling the waste.
- Sewage plants are set up and maintained by the Institution to generate the waste water in the campus. Treated water from these plants is fully utilized for gardening and agriculture.
- SXCM harvests rainwater from rooftops of buildings; then using it for domestic purposes after proper filtering, and also by diverting storm water to abandoned bore wells.
- Biomedical waste is managed as per protocols and guidelines of Bio-medical waste management rules. SXCM has done

MoU with Carmel Hospital for the proper bio-medical waste management. • E-waste, including desktop computers and accessories, compact fluorescent lights and printer cartridges, is collected through separate waste streams and disposed to authorized recyclers. • The hazardous chemical waste generated from the labs is diluted carefully and discarded through proper channels. The institute does not generate any radioactive waste in the campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://www.sxcm.co.in/downloads/criterion7/7.1.3B.pdf
Any other relevant information	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. landscaping with trees and plants**

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

St. Xavier's College, Mahuadanr believes in inclusive education that involves humanistic outreach to build better communities and socially conscious citizens. Inclusiveness at regional, linguistic, secular and economic dimensions is emphasized and encouraged.

The admissions in various streams reflect intake of students from all sections. Cultural diversity is often highlighted in departmental activities. Hindi department celebrates World Indigenous People's Day. The college also supports exchange of students from other institutions to strengthen this outlook.

The college conducts special classes to help students from lower-income households and students who are earning while learning. The economically struggling students are given financial assistance to consolidate their education.

The college makes an option for an inclusive, holistic and universal outlook and an inter-faith spirituality in words and action.

Through awareness programmes communal harmony and compassionate socio-economic culture are inculcated in the students.

The Inter-faith services adopt themes that integrate issues of local, national, global and cosmic relevance, thereby broadening everyone's horizon. Broad-based and inclusive orientation is celebrated and highlighted through multiple events organised by departments. 'To Be Religious is to Be

Interreligious'. In fact, the college staff and students value their active participation in different religious and Nature celebrations.

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

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

Inculcating personal and social values among students and staff is a primary objective of St. Xavier's College.

Through reading, debates, discussions, group-work, presentations, assignments and departmental activities, TED talks etc., the students encounter complex philosophic, historic socio-economic, cultural, religious, moral and justice-related situations. They face issues like addiction, suicide, gender, relationships, options, communal sensitivity, global citizenship etc.

The students are guided to analyse data critically and discern truth, values, rights, duties and responsibilities.

The role of subjectivity is explained to the students in order to grasp the role of characters, circumstances and consequences to evaluate an action to avoid jumping into invalid conclusion and compartmentalizing situation into black and white. For proper conclusion every detail needs to be examined with equanimity. In this regard the students get experience in mandatory social awareness programmes.

NSS, AICUF and YRC enable students to work in teams, developing right attitudes. Guest lectures on Gender-Sensitization enhance the attitude of equality. Adhering to Constitutional and cultural responsibility create values. Political Science Department's seminars deepen this spirit and the Alumni of the college bear witness to the college's emphasis on human values.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

At St. Xavier's College, Mahuadanr, international and national days and birth and death anniversaries of national leaders are celebrated reverently for internalizing the virtues associated with these persons and occasions and inculcating them for the holistic development of our students.

Independence Day and Republic Day are celebrated by national flag-hoisting, singing the national anthem. The Cultural Committee organises a programme with patriotic speeches and

songs.

'Gandhi-Jayanti' on 2nd October and Gandhi's death-anniversary on 30th January are celebrated with departmental cultural activities highlighting the principles of non-violence, truth and cleanliness propagated by the father of our nation.

On 14th April the birthday of Ambedkar, the architect of Indian Constitution, is celebrated upholding dignity of every person irrespective of socio-cultural differences.

The birth Anniversary of Dr Radhakrishnan is celebrated as 'Teachers Day' on 5th September. The students felicitate the teachers with loving tokens of love and appreciation.

Other significant days are also celebrated for students' holistic development. For example,

National Science Day,

National Statistics Day,

National Mathematics Day,

International Yoga Day,

Human Rights Day,

International Women's Day,

World Environment Day,

Constitution Day,

Voter's Day,

Suicide Prevention Day,

World Health Day,

National Income Tax Day,

Hindi Diwas etc

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practices 1

Topic: Adopting School: Essences of Humanity

Objectives of the Practice: The Principal of the college highlights that the spirit of creativity instilled in the students drives them to realize what they are capable of; the fulfilled minds of the students enable them to effectively carry out their social responsibilities, working to uphold the values of justice and freedom to all.

BEST PRACTICE-2

Topic: Reading Books to Rise above the Ordinary

Objectives of the Practice:

The college always strives to transform and transcend the minds of the students. To achieve this, reading habit is an effective means. The college has set up a very good library and the associated online and other facilities to help the students cultivate the habit of reading and genuine hunger for knowledge.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Disciplined value-based quality higher education is the focus of St. Xavier's College.

The thrust is not mere knowledge, but awakening of intellectual curiosity, development of heroic interests, attitudes and values and the capacity to think and judge for oneself.

In St. Xavier's College students engage in curricular and co-curricular activities, striving with patience, understanding, sympathy, forbearance, generosity, fortitude and determination.

St. Xavier's College in remote Mahuadanr, Dt.Latehar, Jharkand, generates hope and empowerment of youth from diverse background.

Addressing the changing needs in innovative and compassionate manner, competitive education is provided.

Quality and transformative education, competence, compassion and conscience is the Vision and Mission of the college.

The spirit of the college moves the students to realize their potential and self-worth.

The college creates a safe space for our students. Each department organises events that reinforce the institution's vision and mission and promote communal harmony and peaceful co-existence of different religious and socio-cultural groups.

Our pivotal emphasis is on students' all-round development. We achieve it through diversified academic activities focusing on entrepreneurial skills, leadership quality, management skill, team spirit, communication and presentation skills and creativity, where-by students are well equipped and ready to plunge into the competitive world.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- Implementation of NEP
- Auditorium
- To cultivate sustainable and green practices
- To increase the Extension Activities
- Access to Digital Library
- To give significance to certificate/ career oriented courses/ Skill development courses
- Renovation of existing College building