

ACADEMIC AUDIT 2021



**Report on the
Academic Audit
for the year 2021
of
St. Xavier's College (Autonomous)**

30 Mother Teresa Sarani

Kolkata 700016

Date:

11th November, 2021

12th November, 2021

13th November 2021

15th November 2021



St. Xavier's College (Autonomous), Kolkata

Established in 1860

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1. Introduction

St. Xavier's College, Kolkata, founded in 1860, has been functioning as an autonomous College under the University of Calcutta, since 2006. In July 2014 it was declared a "College of Excellence" and in July 2015 "Special Heritage Status" was bestowed upon it. Now, the College has autonomy in its academic administration and has been continuously upgrading the curricula and infrastructure in order to improve the quality of education. Through its distinctiveness as an academic institution over a long period of time, the authorities of the College believes in continuous improvement even though it has NAAC Accreditation Grade A⁺⁺ score and has obtained a score of 3.77 CGPA on a scale of 4 from NAAC in 2017. The College is securing rank within the first 10 colleges as per NIRF Ranking over the last three years. It has secured the 4th rank in the "College" category in 2021. The college has received ISO 9001:2015 Certification in the year 2019. Therefore, the authorities in line with one of its mission "to raise the realm of good to great to greater, through continuous quality assessment" have voluntarily started the academic audit since 2013 to look into its strengths and weakness and identify the scope of further improvement.

2. Audit Committee

The Audit Committee is comprised of the following members:

1. Prof. Basab Chaudhuri.
Principal, HIT-K & Member Secretary, Heritage Institute of Technology.
Former Vice Chancellor, West Bengal State University
2. Prof. Dhruba Ranjan Dandapat.
Professor, Department of Commerce, University of Calcutta.
Former Dean, Faculty Council for Post Graduate Studies in Commerce, Social Welfare and Business Management.
3. Prof. Siuli Sarkar.
Principal, Lady Brabourne College, Kolkata.
4. Prof. Binay Chaubey.
Head, Department of Botany, University of Calcutta.
5. Dr. Ambika Banerji
Former Corporate Advisor, Research and Development
East India Pharmaceutical Works Ltd.



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3. Objective & Scope of The Audit

The Principal, Rev. Dr. Dominic Savio, S. J. in the introductory meeting, held on 11-11-21, with the members, outlines the broad objectives of the academic audit as an independent assessment of the College by an external peer team comprising of the above members. Accordingly, the audit team decided to look into the prevailing situation at the College along the following aspects in course of the audit both at its main campus at 30 Mother Teresa Sarani (Park Street) as well as its Raghobpur Campuses. They also decided to visit Eastern Multimedia Research Centre (EMRC) as it is an integral part of the College.

Scope

- Methodology of teaching and learning conducted for the different courses run by the College
- Functioning of the Laboratories and Computer Facilities
- Examination and Evaluation system
- Activities of the Internal Quality Assurance Cell
- Central Library and the Central Research Facility and Sport Office
- Outreach Programmes conducted by the College including the NCC and NSS Programmes
- Alumni/ae and their contributions to the College
- Opportunities and Scope of improvements in the major functional areas

The team is empowered and expected to express views and give suggestions for the improvement of the systems being followed by the College.

4. Methodology

At the introductory meeting (held on 11-11-21) with the Principal, the Vice Principals, Coordinator - IQAC, Member Secretary Academic Council, the Controller of Examinations, Deans and other officials, a presentation was made by the Principal which gave a general and broad profile of the facilities and activities of the College. The new facilities added and the new campuses that are in the process of being developed also found mention.

The Audit team began their visit on November 11, 2021 and spent three more days on Campus. The team visited various departments and made inspection of the facilities like Solar Power Generation and Rain Water Harvesting system. They had interactions with the faculty and students of each department and also with the support staff. Visits to the



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laboratories, Computer facilities, the Library and some of the other facilities of the College were accommodated in the schedule to enable the Audit Committee to acquire relevant firsthand information. They also had separate discussions with the Principal, the Vice Principals and the Deans as administrators. The audit team had elaborate discussion with the Controller and the Assistant Controllers for a detailed assessment of the examination and evaluation process. The team visited the Ajay Nagar campus and Raghobpur campus during their audit. The team also inspected the Central Research facility and recently added Instrumentation Facility for Biological Science.

Based on the information/data gathered from the available documents and the interactions with the different component of the institution, the Audit Committee has made a sincere endeavour to put forward certain views, observations and recommendations in the body of this report with expectations that these recommendations, when implemented, will best serve the interest of the College as intended.

5. Brief Profile of the College

Establishment and Purpose

The College was founded on 16th January 1860 and was affiliated to University of Calcutta in 1862. Since its establishment the College has made remarkable strides in the field of Education in India over 158 years of its existence, based on the tenets commitment, care and service in preparing "Men and Women for others". The Vision of St. Xavier's College is "To promote a society based on love, freedom, liberty, justice, equality and fraternity". It has strived to promote a Human Society together with the contributions of its alumni in various walks of life. It is living up to its value statement of "providing education with human face".

Awards and Accolades

While reputation has grown over the years, formal recognition first came in 2003 from the National Assessment Accreditation Council (NAAC) as an "A" grade College. Ever since the College has earned the following status:

- ❖ College with Potential for Excellence (CPE) in May 2006 (By UGC)
- ❖ Autonomous status granted by the UGC in July 2006
- ❖ Declared a College of Excellence in 2014 by UGC
- ❖ Special Heritage status in July 2015
- ❖ Assessment as an Autonomous College by NAAC in January 2017 and awarded an "A++" grade with a CGPA of 3.77 out of 4.00
- ❖ ISO 9001:2015 Certification in 2019
- ❖ Within first ten positions in NIRF ranking for last three consecutive years.



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New Horizons

The College has several campuses including the main Park Street Campus, Raghobpur Campus, the residential campus (Twin Hostel – Fr. Leeming Boys' Hostel and Mother Teresa Girls' Hostel) for its students at AJC Bose Road and Loyola House at Salt Lake. Educational Multi Media Research Centre (EMMRC) on the E M Bypass Campus has been equipped with gadgets and amenities and is ready to house the research activities. A media hub and research centre has been proposed to be established in this campus. The College is planning to upgrade the existing undergraduate courses to Post Graduate Courses and the Post Graduate departments to Research departments.

Management

The College has five Decision Making Bodies:

- ❖ Founder Body
- ❖ Governing Body
- ❖ Academic Council
- ❖ Board of Studies
- ❖ Finance Committee

The various aspects of the Academic affairs and administration of the College are organized and looked after by 33 committees constituted by the Members of the Management and Faculty. In some of these committees, representatives of the students and alumni are also present.

Reaching Out

The College encourages student participation in fest seminars and cultural activities of diverse array throughout the year and also motivates students to participate voluntarily in social and Outreach Programmes. The NSS, NCC and Sports department have distinguished themselves through participation at the State and National levels while the Outreach Programmes have extended support to nine remote villages. The College also runs Computer Courses at four centers for the underprivileged.

A noteworthy practice is the publication of magazine in each department providing avenues for self-expression and interaction among students and teachers. The topics and article are of high standard.

The College authority, in association with the Alumni Association, has carried out several philanthropic activities for COVID and Cyclone (both Amphan and Yash) victims.

Global perspective:



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The extremely commendable International Exchange Programme that the College is involved in provides enormous scope for exposure to academic programmes abroad for both the teachers and students. Collaboration have been forged with Institutions in the United States, Canada and Europe.

Education Multimedia Research Centre (EMRC)

Educational Multimedia Research Centre (EMRC)-KOLKATA is one of the 19 media centers in the country established by UGC for the proliferation of education through information and communication technology.

Though EMRC Kolkata produces educational programmes of all genre- syllabus oriented, instructional ones and enrichment programmes in documentary format, the mandate presently is mostly to make Massive Open Online Courses (MOOC) for the SWAYAM platform.

EMRC Kolkata, also engages in regular research projects, conducts workshops and seminars and also has lectures on demand for students of remote areas through the multicast facility of EDUSAT platform.

The present activities of EMRC can be classified as:

- a) Pre-Production: Helping resource persons to make and upload MOOC proposal in SWAYAM INFLIBNET.
- b) Production: Shooting the video of Lecture Program.
- c) Post Production: Preparing the Graphics, Editing the modules, getting the Academic review & Technical Review done.
- d) Online uploading: Uploading courses in SWAYAM Platform
- e) Budgeting: Preparing Resource Person Budget + Production budget (according to the guidelines of CEC)
- f) Research, Seminars and workshops: Undertaking research projects and conducting seminars and workshops in collaboration with colleges and universities.
- g) Translation - More than 40 courses are being translated in Bangla.

Astronomical Observatory

Fr. Lafont Observatory, one of the oldest in the sub-continent, set up in 1865 by Rev. Eugene Lafont S. J., who considered as "Father of Modern Science in India". In November 1865 the observatory predicted about an impending severe cyclonic storm, thereby saving hundreds of lives. Recently the observatory has been revamped and upgraded by spending more than Rs. 1 Crore. The inauguration took place on 10th March 2014. It is definitely the oldest and biggest set up in an educational campus, which needs a special mention.



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Central Research Facility

The facility is amply spread over approximately a 5000 sq. ft. area. It has been designed to accommodate separate work areas and desk space which will be equipped with ICT tools for research workers. State of the art laboratories assigned for the different disciplines involved in research work take up the remaining floor space. Instrumental facilities such as -80°C Deep Freeze, Spectrophotometer, Water Treatment Plant, water Analyzer, Stereo Microscope and many other research equipment have been installed and more instruments are awaited. The facility is indeed very impressive and one of a kind in a College and has potential to develop as it has been futuristically designed. The departments are involved in several major and 15 minor projects at present with sizeable funding from reputed external agencies.

- **Infrastructural Facilities**

- Atomic Absorption Spectrophotometer (PinAacle-500)
- U-2900 UV/VIS Spectrophotometer
- CV CH Instruments Inc. (Made in U.S.A)
- F-7000 Fluorimeter with temperature control & phosphorescence accessory
- Workstation – Hewlett Packard
- Cold Room – Blue Star
- Tensiometer
- Binocular Microscope
- EPI Fluorescence Microscope
- -80°C Freezer, -20°C Freezer
- Lyophiliser
- Plant Tissue Culture Laboratory – fully functional
- Animal Tissue Culture Laboratory – fully functional
- Digital Automatic Polarimeter
- B-H Curve with DEEP
- Viscometer - Brookfield
- Dehumidifier – Novita
- BOD Shaker
- Growth Chamber
- He-Ne Laser
- DSO
- Labquest interface for Physics, Chemistry & Microbiology
- Rotary Evaporator.



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Central Instrumentational Facility for Biological Sciences

This facility was inaugurated on 9th November, 2021 and is sponsored by the DBT, Government of India under the DBT BUILDER programme. The centre has sophisticated instruments worth Rs. 1.20 Crore for frontier research in Biological Sciences.

6. Observations

Observations based on the documents provided by the College authorities and meeting with the different stakeholders of the College on November 11th, 12th, 13th and 15th are given below.

The courses offered by the College in different streams are much sought after by students as is evidenced by the number of applications that the College receives annually for admissions. Together with a well-established brand name and an ambient and apolitical academic environment on campus, St. Xavier's College is considered a first choice for students interested in the discipline offered. The number of teachers and students in different departments are also shown.

Table 1: Departments in the College

Stage	Discipline	Departments
UG	Arts	B.A. in English
		B.A. in Bengali
		B.A. in Sociology
		B.A. in Political Science
		B.A. in History
		B.A. General
	Science	B.Sc. in Mathematics
		B.Sc. in Physics
		B.Sc. in Chemistry
		B.Sc. in Microbiology
		B.Sc. in Economics
		B.Sc. in Statistics
		B.Sc. in Computer Science
		B.Sc. in Mass Communication and Videography
	Commerce	B.Com.
	Management	BMS
	Education	B.Ed.



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PG	Arts	M.A. in English M.A. in Bengali M.A. in Sociology M.A. in Political Science M.A. in Education
	Science	M.Sc. in Physics M.Sc. in Microbiology M.Sc. in Economics M.Sc. in Computer Science M.Sc. in Biotechnology (5-year integrated) M.Sc. in Multimedia (5-year integrated)
	Commerce	M.Com.
Doctoral	Arts	Ph.D. in Bengali Ph.D. in English
	Science	Ph.D. in Physics Ph.D. in Microbiology Ph.D. in Computer Science Ph.D. in Biotechnology
	Commerce	Ph.D. in Commerce

Table 2: Total Students in 2019-20

Sl. No	Department Name	1 st Year	2 nd Year	3 rd year	4 th Year	5 th Year	Total
1	Commerce (Morning)	746	741	666	-	-	2153
2	Commerce (Evening)	481	463	309	-	-	1253
3	Commerce (Raghabpur)	73	33	34	-	-	140
4	Management	161	158	139	-	-	458
5	Physics	45	49	48	-	-	142
6	Chemistry	50	46	46	-	-	142
7	Statistics	57	63	74	-	-	194
8	Economics	68	69	80	-	-	217
9	Computer Science	64	81	57	-	-	202
10	Mathematics	82	58	76	-	-	216



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11	Microbiology	49	47	43	-	-	139
12	Mass Communication	63	62	61	-	-	186
13	English	62	68	56	-	-	186
14	Political Science	68	77	75	-	-	220
15	Sociology	71	65	72	-	-	208
16	Bengali	18	25	31	-	-	74
17	Bengali (Raghabpur)	59	56	55	-	-	170
18	BA – Gen	87	115	91	-	-	293
19	BA – Gen (Raghabpur)	118	40		-	-	158
20	History (Raghabpur)	59	34	41	-	-	134
21	M. Sc. Physics	31	25	-	-	-	56
22	M. Sc. Computer Science	44	48	-	-	-	92
23	M. Sc. Microbiology	45	48	-	-	-	93
24	M. Sc. Biotechnology	42	28	40	47	38	195
25	M.Sc. Multimedia	59	54	68	39	32	252
26	Master in Commerce	75	73	-	-	-	148
27	M.A. English	47	-	-	-	-	47
28	M.A. Pol. Sci.	12	-	-	-	-	12
29	M.A. Sociology	-	-	-	-	-	0
30	M.A. Bengali (Raghabpur)	26	-	-	-	-	26
31	M. Sc. Economics	-	-	-	-	-	0
32	Education	101	94	-	-	-	195
33	Ph.D.	21	17	19	15	-	72
34	Others	554	-	-	-	-	554
Total							8627



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Table 3: Total Students in 2020-21

Sl. No	Department Name	1 st Year	2 nd Year	3 rd year	4 th Year	5 th Year	Total
1	Commerce (Morning)	716	742	722	-	-	2180
2	Commerce (Evening)	455	480	460	-	-	1395
3	Commerce (Raghabpur)	67	69	36	-	-	172
4	Management	157	157	155	-	-	469
5	Physics	56	40	44	-	-	140
6	Chemistry	60	46	40	-	-	146
7	Statistics	57	53	60	-	-	170
8	Economics	62	63	65	-	-	190
9	Computer Science	56	51	69	-	-	176
10	Mathematics	48	69	38	-	-	155
11	Microbiology	56	47	47	-	-	150
12	Mass Communication	45	59	55	-	-	159
13	English	67	57	62	-	-	186
14	Political Science	58	47	54	-	-	159
15	Sociology	66	63	55	-	-	184
16	Bengali	18	17	22	-	-	57
17	Bengali (Raghabpur)	59	52	50	-	-	161



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18	BA – Gen	50	54	79	-	-	183
19	BA – Gen (Raghabpur)	74	111	40	-	-	225
20	History (Raghabpur)	45	55	24	-	-	124
21	M. Sc. Physics	49	29	-	-	-	78
22	M. Sc. Computer Science	63	40	-	-	-	103
23	M. Sc. Microbiology	43	45	-	-	-	88
24	M. Sc. Biotechnology	54	39	36	39	47	215
25	M.Sc. Multimedia	58	57	51	64	38	268
26	Master in Commerce	76	69	-	-	-	145
27	M.A. English	46	47	-	-	-	93
28	M.A. Pol. Sci.	24	12	-	-	-	36
29	M.A. Sociology	29	-	-	-	-	29
30	M.A. Bengali	30	25	-	-	-	55
31	M. Sc. Economics	55	-	-	-	-	55
32	Education	99	98	-	-	-	197
33	Ph.D.		21	17	19	15	72
34	Others	112	-	-	-	-	112
Total							8327



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Table 4: Number of Teachers in 2019-20

Sl. No	Departments	Full Time	Part Time	Guest / Visiting	Total
1	Bengali	5	0	0	5
2	Hindi				
2	Education	10	5	1	16
3	Management	7	0	1	8
4	Biotechnology	10	0	1	11
5	Chemistry	7	0	0	7
6	Commerce (M + E)	62	10	0	72
7	Computer Science	10	0	0	10
8	Economics	7	0	0	7
9	English	8	0	1	9
10	History	1	1	0	2
11	Journalism	1	0	1	2
12	Mass Commutation	2	1	4	7
13	Film Studies	1	0	0	1
14	Mathematics	8	0	0	8
15	Microbiology	8	1	1	10
16	Multimedia	5	4	0	9
17	M. Com.	1	1	6	8
18	Physics	12	2	2	16
19	Political Science	7	2	0	9
20	Sociology	7	1	0	8
21	Statistics	4	3	0	7



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22	Environmental Studies	1	0	0	1
23	Bengali (Raghabpur)	7	2	0	9
24	Commerce (Raghabpur)	0	2	0	2
25	Political Science (Raghabpur)	2	2	0	4
26	History (Raghabpur)	2	2	0	4
27	Communicative English	1	0	1	2
	Total	196	39	19	254

Table 5: Number of Teachers in 2020-21

Sl. No	Departments	Full Time	Part Time	Guest / Visiting	Total
1	Bengali	5	0	0	5
2	Education	10	5	1	16
3	Management	7	0	1	8
4	Biotechnology	10	0	1	11
5	Chemistry	7	0	0	7
6	Commerce (M + E)	63	10	1	74
7	Computer Science	10	0	0	10
8	Economics	7	0	0	7
9	English	8	0	1	9
10	History	1	1	0	2
11	Journalism	1	0	1	2
12	Mass Commutation	2	1	4	7
13	Film Studies	1	0	0	1
14	Mathematics	8	0	0	8



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15	Microbiology	8	1	1	10
16	Multimedia	5	4	0	9
17	M. Com.	2	1	11	14
18	Physics	12	2	2	16
19	Political Science	9	4	0	13
20	Sociology	7	1	0	8
21	Statistics	4	1	2	7
22	Environmental Studies	1	0	0	1
23	Bengali (Raghabpur)	7	2	0	9
24	Commerce (Raghabpur)	1	2	0	3
25	History (Raghabpur)	2	2	0	4
26	Political Science (Raghabpur)	2	2	0	4
27	Communicative English	1	0	4	5
	Total	201	39	30	270

Table 6: Ph.D. Scholars with Teaching Assignment

Sl. No.	Department	Number of Scholars
1	Biotechnology	12
2	Physics	15
3	Microbiology	20
4	Commerce	27

Department-wise observations



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The Audit Team members expressed their deep satisfaction over various aspects of the college. They opined that the College has potential for further improvement and can really lead the education movement of the country. They made the following observations:

Administration:

- The Vice Principals informed the team about the steps taken during the pandemic to continue the teaching learning process online. The whole offline mode of teaching was seamlessly transferred to the virtual mode with the help of the State of the Art technology and students could get into the classroom just by a mouse click.
- Regular contact with the students was maintained and their well-being during the pandemic was strictly monitored.
- The counselling cell took all initiatives so that students' mental health was taken care of.
- The administration might think of upgrading the sports department to a full-fledged academic department in future so that credits in sports could be considered as real academic credits.
- The administration could upgrade the facility of transport to and fro for all the regular teachers of the Raghobpur campus so that they could reach the campus on time and stay there till the end of the college.
- Some UG departments requested for introduction of post graduations in their subjects (History – Raghobpur, Chemistry – Main Campus)
- The administration could further think of reducing 6-day week to 5-day week.
- The controller's office needs more space for smooth running its activities.

Infrastructure, Library, & Other Facilities

- Psychological counseling cell also should include Wellness Centre and remain adjacent to the physical fitness centre.
- For slow learners there should be a UGC Sponsored Central Remedial Coaching Centre.
- For each of the subjects that are doing excellent research work there should be an advanced research centre.
- Considering the huge number of female students and teachers there should be a UGC Sponsored Womens' Study Centre.
- Some more environment friendly measures may be taken like planting of new trees (EMRC), recycling of water apart from usual rain water harvesting, medicinal plants and butterfly garden.
- Regular Green Audit may be undertaken



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- Rain water can be routed through membrane filtration for drinkable use.

Academics

- The audit team visited the academic departments and interacted with the teachers. All the departments were ready with detailed presentations.
- College has done major contribution in teaching learning process during the pandemic.
- It was noted that Syllabi were modified last in 2018. The course outcomes and program outcomes were discussed. The matter regarding progression of students, student internships, placements, visit to overseas labs etc, came into discussion.
- For each department the student faculty ratio has been discussed and in most cases they were found to be satisfactory.
- Some department like Commerce needed more faculty members for appropriate Student Faculty ratio.
- It was felt that departments offering PG courses could be better run with some more faculty members in each departments.
- The progression of the students to higher studies was found to be very encouraging.
- During the pandemic period most lab based departments conducted practical's online. The Audit team strongly recommends that when offline classes start, such students who availed of the online lab teaching and graduated could be given option to comeback to offline practical class and do practical classes for

themselves so that their training could be complete. A general notice could be issued to that effect.

- The Audit Team notes that offline classes will start from Nov 16, 2021. This will be a great relief for the students, so feels the Audit Team.
- Some of the laboratories (Bio technology) are functioning with inadequate lab space. The space should be augmented for better functioning.
- Opportunities for collaborative research work & Consultancy wherever possible should be explored.
- Wherever software's are being used, they should be updated.
- Introduction of courses involving Mathematical applications in Finance and other subjects like management may be considered.
- One paper of Entrepreneurship should be introduced in all the courses in UG & PG levels.



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EMRC

- Studio and Acoustic facilities (in both studios) need to be improved.
- Delay in response from CEC regarding the approval of proposals seems to curb the interest of proposers. Thus EMRC gets less number of projects than what EMRC can perhaps take up
- Speedy/ Prompt response from CEC regarding project approval of great importance for better working and motivation of EMRC.

Raghabpur Campus

- Post-graduation should be opened for all courses
- Adequate transport (to and fro) facility should be available for professors to visit the campus
- Pass Percentage of students should be taken into account which is low at present and more remedial classes should be organized.

Students

- While framing the syllabi other professional courses should be considered in the syllabus such as CA, CMA, CS, CFA and so on.
- Soft skill should be taught more.
- There should be special programme for Entrepreneurship development for all students.
- There should be apt scope for Multimedia students to participate in National and International level events.
- Internships for BMS students should be organized centrally.
- Students from Non Commerce background should be given more hands on training

Others

- It should be ensured that all enrolled students get institutional email ids. If institutional ids are available and students are unaware of it, there should be awareness campaign.
- Rain water Harvesting – quality of water in the underground reservoir should be regularly checked (chemically & Bio chemically). It should be examined whether the underground water passed through aqua guard is made portable.
- Solar Power – Wall mounted solar panel installation may be examined to augment renewable power generation.



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7. General Conclusion

- The teaching and non-teaching staffs are generally happy with their work condition.
- Student discipline is good.
- Stands out as an institution of academic excellence.

8. Gratitude

The Committee members feel honoured and take this opportunity to express sincere thanks and gratitude to the College authorities for being invited to conduct the audit. They would also like to express their heartfelt thanks to all the faculty members and support staff for their wholehearted cooperation along with the hospitality that has been extended to them during the audit conducted over four days.

9. **Schedule for Academic Audit**

11.11.2021 (Thursday)

Time	Schedule	Venue
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10:00 – 10:30	Introductory Meeting				Room 15
Time	Schedule	Venue	Time	Schedule	Venue
10:30 – 11:30	Visit to Controllers’ Office	1st Floor	10:30 – 11:30	Visit to Facilities – Solar Power Generation, Rain Water Harvesting, etc.	College Premises
11:30 – 13:00 Departmental Visits					
Time	Schedule	Venue	Time	Schedule	Venue
11:30 – 12:00	Statistics	4th Floor	11:30 – 12:00	English	R. K. Hall 2 nd Floor
12:00 – 12:30	Computer Science	4th Floor	12:00 – 12:30	Political Science	R. K. Hall 2 nd Floor
12:30 – 13:00	Micro-Biology	4th Floor	12:30 – 13:00	Bengali	R. K. Hall 2 nd Floor
13:00 – 14:00	Lunch				
14:00 – 16:00 Departmental Visits					
Time	Schedule	Venue	Time	Schedule	Venue
14:00 – 14:30	Mass Communication, Film Studies, Journalism	4th Floor	14:00 – 14:30	Economics	2nd Floor
14:30 – 15:00	Bio-Technology	4th Floor	14:30 – 15:00	Mathematics	Room 15A 1 st Floor
15:00 – 15:30	Chemistry	3rd Floor	15:00 – 15:30	Multimedia	Jubilee Building
15:30 – 16:00	Physics	2nd Floor	15:30 – 16:00	Sociology	R. K. Hall 2 nd Floor
16:00 – 17:00	Meeting with BA / BSc / M.Sc. Students				R. K. Hall 2 nd Floor



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12.11.2021 (Friday)

Time	Schedule				Venue
09:30 – 10:30	Meeting with selected faculty members of B.Com (Evening), BMS and M.Com Departments				R. K. Hall 2nd Floor
10:30 – 16:00 Visit to Raghampur Campus and EMRC					
Time	Schedule	Venue	Time	Schedule	Venue
16:00 – 17:00	Visit to PhD Cell, IQAC Office and Academic Council Office	2 nd Floor	16:00 – 16:30	Visit to Finance Lab.	Jubilee Building
			16:30 – 17:00	Visit to Goethals Library	Chapel Building

13.11.2021 (Saturday)

Time	Schedule				Venue
10:00 – 11:00	Meeting with selected faculty members of B.Com (Morning)				R. K. Hall 2nd Floor
Time	Schedule	Venue	Time	Schedule	Venue
11:00 – 11:30	Observatory	4th Floor	11:00 – 12:00	Placement Cell, NCC, NSS and Sports Departments	Jubilee Building
11:30 – 12:00	EDC				
12:00 – 12:30	Central Research Facility	Chapel Building	12:00 – 13:00	Education Department (including meeting with students)	Education Building
12:30 – 13:00	Computer Centre	Chapel Building			
13:00 – 14:00	Lunch				
14:00 – 15:00	Visit of Wellness Centre, ICT Room and Meeting with Support Staff		ICT Room	Visit to Students’ Hostel	
15:00 – 16:00	Library Visit				Library



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16:00 – 17:00	Meeting with B.Com, M.Com and BMS Students	R. K. Hall 2nd Floor
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15.11.2021 (Monday)

Time	Schedule				Venue
10:00 – 11:00	Meeting with Alumni and parents		R. K. Hall 2nd Floor	Visiting of Central Instrumental Facility	4th Floor
Time	Schedule	Venue	Time	Schedule	Venue
11:00 – 11:30	Meeting with VP, Arts & Science	Arts & Science Office	11:00 – 11:30	Meeting with VP, Commerce, Morning	Commerce Morning Office
11:30 – 12:00	Meeting with VP, Commerce Evening	Commerce Evening Office	11:30 – 12:00	Meeting with VP, Education	Room 15A 1st Floor
12:00 – 12:30	Meeting with Dean of International Studies	Room 15A 1st Floor	12:00 – 12:30	Meeting with Honorary Secretary, Alumni Association	Room 15 1st Floor
Time	Schedule				Venue
12:30 – 13:00	Meeting with Fr. Principal				Room 15A
13:00 – 14:00	Lunch				
14:00 – 15:30	Preparation of Report				Room 15A
15:30 – 16:00	Exit Meeting				Room 15 1st Floor



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Prof. Basab Chaudhuri

Prof. Dhruba Ranjan Dandapat

Prof. Siuli Sarkar

Prof. Binay Chaubey

Dr. Ambika Banerji

Rev. Dr. Dominic Savio, SJ

Principal

Date -