

Support Staff Development Programme

10 July 2021

As a part of the series of food distribution service to the underprivileged mass, Rev. Fr. Dr. Dominic Savio SJ, Principal of St. Xavier's College (Autonomous), Kolkata along with other Jesuit Fathers of St. Xavier's Community handed over **Dry rations packets to the non-teaching and support staff** of the College. Most of these support staff have recently joined to their respective duties at the College after the Lockdown/Restrictions got relaxed and their families are in need of this much-needed support in this difficult time. Father Principal gladly accepted their request and extended this helping hand to the staffs of the College.

Notably, dry ration packets were distributed to more than 100 non-teaching and support staff by Father Principal this morning at the College premises.



4 December 2021
11 – 18 December 2021
4, 15, 22, 29 January 2022
12, 26 February 2022
5, 12 March 2022

The Internal Quality Assurance Cell (IQAC) in Collaboration with the Academic Council of St. Xavier's College (Autonomous), Kolkata organized a series of **Ten –Day Soft Skill Development Programmes for the Office and Support Staff Members.**

The programme will be inaugurated by Fr. Principal on Saturday, 4th December, 2021. The training sessions will be held on Saturdays from 2 P.M. to 3 P.M. at RK Hall for 10 consecutive weeks, 11th, 18th December, 2021, / 8th, 15th, 22nd, 29th January, 2022, / 12th, 26th February, 2022, / 5th, 12th March, 2022 / for smooth running of the Soft Skill Development programme.



**ST. XAVIER'S COLLEGE
(AUTONOMOUS), KOLKATA**

NAAC ACCREDITED A++; Ranked 4th in NIRF 2021 under "College" Category;
College of Excellence; ISO 9001:2015 Certified; College with a Special Heritage Status.

Internal Quality Assurance Cell (IQAC)
in Collaboration with
Academic Council

organizes

**TEN - DAY SOFT SKILL DEVELOPMENT PROGRAMME
FOR SUPPORT STAFF**



Inaugural Address:
Rev. Dr. Dominic Savio, SJ
Principal

SATURDAY 4TH DECEMBER, 2021, 2:00 P.M. ONWARDS

FUNDED BY: NATIONAL HIGHER EDUCATION MISSION
Program delivered by "The Tollygunge Study Center" of "The British Institutes"



12 December 2022

The Internal Complaints Committee in association with The Internal Quality Assurance Cell (IQAC), St. Xavier's College (Autonomous), Kolkata Organized A Sensitization Programme on "Workplace Conduct" for Teaching / Support Staff.

**ST. XAVIER'S COLLEGE
(AUTONOMOUS), KOLKATA**
NAAC ACCREDITED A++; Ranked 8th in NIRF 2022 under "College" Category;
College of Excellence; ISO 9001:2015 Certified; College with a Special Heritage Status.

The Internal Complaints Committee in association with The Internal Quality Assurance Cell (IQAC), St. Xavier's College (Autonomous), Kolkata organizes

A Sensitization Programme on "Workplace Conduct"
For Teaching / Support Staff

Chief Patron:
Rev. Dr. Dominic Savio, SJ
Principal

Resource Person:
Prof. Sonali Panda, B.A., L.L.B
Advocate, High Court

DATE: 12TH DECEMBER, 2022, TIME: 11:00 A.M. to 12:00 P.M.
VENUE: FR. DEPELCHIN AUDITORIUM





24 January 2023

St. Xavier's College (Autonomous), Kolkata, organised Annual Picnic for Support Staff at Rosopunji Thakurpukur.

3-4 February 2023

St. Xavier's College (Autonomous), Kolkata in collaboration with the College Wellness Centre organised a "Two- Day Health Check-Up Camp for Teaching and Support Staff".

St. Xavier's College (Autonomous), Kolkata
WELLNESS CENTRE

**Health Check-Up Camp
for Teaching and Support Staff**

supported by

CK BIRLA HOSPITALS | CMRI
The Calcutta Medical Research Institute KOLKATA

niva
Health Insurance

DENT-O-SHINE
By Advanced Oral Surgery, Dental Care

C.C. Saha Ltd.
Since 1953

2nd and 3rd February, 2023
10 A.M. onwards

**Complete Blood Count with random Blood Sugar, ECG,
Dietician & Doctor's Consultation.**

Ear, Eye and Dental Check-up

Liver Function Test and Hb1ac (as per doctor's advice)

[Click Here to Register](#)

HELPLINE: ROMIT 9051234455 | KAUSHIK 9830635250 | SWARAJ 7980315932

* Certain tests will be held on a specific date/slot as per the availability of the medical team.

The event was inaugurated by **Rev. Dr. Dominic Savio, SJ, Principal, St. Xavier's College, Kolkata** in the presence of all Vice-Principals, Deans, Faculty Members, Support Staff, Students, Partners and others. It was also attended by the Member Secretary, Academic Council and IQAC Coordinator along with the Controller and Assistant Controller of Examinations.



Around 300 Staff members participated wholeheartedly and availed different facilities in the Health Camp like **Blood Test, Eye Check-up, Dental Check Up, Ear Check Up, Blood Pressure and ECG with Doctor and Dietician Consultation**. 8 booths were set up in the **Fr. Depelchin Auditorium** and **Fr. Arrupe Hall** for availing the services.

These facilities were provided by **AMRI Hospitals (Mukundapur), Dentoshine Multispeciality Dental Clinic, C. C. Saha Ltd. Hearing Solutions, Dr. Agarwal's Eye Hospital** in collaboration with **Niva Bupa Health Insurance**.

The Health Camp, 2023 is an attempt towards the well-being of all the members of our institution. The organizers along with the Wellness Centre shall strive towards more programs of such kind in the future.



The detailed records of the Camp are given as below:

Particulars	Registered participants	No. of Active Tests Done
Audiometry Test	143	132
Dental Check Up	143	143
ECG Test (On Doctor's advice)	32	32
Random Blood Sugar and Blood Pressure Test	278	278
Routine Eye Test	250	250
TOTAL TESTS DONE		835

25 February 2023

St. Xavier's College (Autonomous), Kolkata Internal Quality Assurance Cell (IQAC) organised "Computer Training Programme for **group- C Office Staff**".

Chief patron:

Rev. Dr. Dominic Savio, SJ, Principal



St. Xavier's College (Autonomous), Kolkata

NAAC ACCREDITED A++; Ranked 8th in NIRF 2022 under "College" Category;
College of Excellence; ISO 9001:2015 Certified; College with a Special Heritage Status.



Internal Quality Assurance Cell (IQAC)

presents

Computer Training Programme for Group-C Office Staff



Chief Patron:

Rev. Dr. Dominic Savio, SJ
Principal

SCHEDULE:

- Registration: 9.30 A.M. to 9.45 A.M.
- Inaugural Programme: 9.45 A.M. to 10.00 A.M.

- Session 1: 10.00 A.M. to 11.30 A.M.
- Session 2: 11.30 A.M. to 1.00 P.M.

- Lunch: 1.00 P.M. to 2.00 P.M.

- Session 3: 2.00 P.M. to 3.45 P.M.
- Feedback: 3.45 P.M. to 4.00 P.M.

- Tea Break: 4.00 P.M.

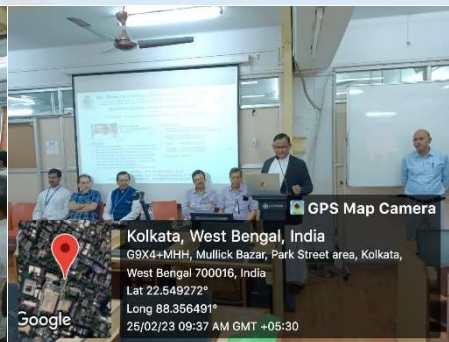
Patrons:

- Rev. Dr. Peter Arockiam, SJ, Vice-Principal, Commerce(E)
- Rev. Dr. Joseph Kulandai, SJ, Vice-Principal, Commerce(M)
- Prof. Bertram Da Silva, Vice-Principal, Arts & Science
- Rev. Johnson Padiara, SJ, Vice-Principal, Commerce, Raghobpur
- Dr. Charlotte Simpson Veigas, Vice-Principal, Education
- Dr. Ayan Chandra, Member Secretary, Academic Council
- Dr. Partha Pratim Ghosh, Coordinator, IQAC
- Dr. Partha Pratim Ghosh, Asst. Controller of Examinations

DATE: 25TH FEBRUARY, 2023

Venue: Computer Lab- 3 (Chapel Building 3rd Floor)

FUNDED BY: NATIONAL HIGHER EDUCATION MISSION





**25 March 2023
&
1 April 2023**

St. Xavier's College (Autonomous), Kolkata, The Internal Quality Assurance Cell (IQAC) Organised “**Two-Day Psychological and Soft Skill Development Programme**” For **Group -D Staff**.
Session 1: Time - 1:30 P.M. to 2:00 P.M.

1. Psychological Counselling by **Rev. Probal Gomes, SJ**

Session 2: Time – 2:00 P.M. to 4:00 P.M.

Communicative English by Spantech

b. Syllabus =

1. Greetings as per time of the day (eg. good day, see you again etc.)
2. Manners and Etiquettes (eg. welcome, please, thanks, excuse me and so on and so forth)
3. Frequently used phrases [eg. take it easy, please wait here, go at once]
4. Small Speeches (eg. just coming, anything else?)
5. Sentences of request/order (eg. look ahead, please keep quiet)
6. Exclamatory sentences (well done!, how sad! and so on...)
7. Pronunciation like ONION to be pronounced as AW-NYN not O-NION etc.
8. Time management
9. Personality Development (smile, dress code in office, etc.)

DAY – 2 Mental Health Management



St. Xavier's College (Autonomous), Kolkata
Established in 1860
Autonomous College (2006), College with Potential for Excellence (2006),
College of Excellence (2014), College with a Special Heritage Status (2015),
ISO 9001: 2015 Certified; NAAC ACCREDITED A++; Ranked 8th in NIRF
2022 under "College" Category.



Internal Quality Assurance Cell (IQAC)
organizes

**"Two-Day Psychological Counselling and Soft Skill
Development Programme" for Group - D Staff**



Inaugural Address by Chief Patron:

Rev. Dr. Dominic Savio, SJ
Principal

DATE: 25TH MARCH, 2023 & 1ST APRIL, 2023

TIME: 2:00 P.M. TO 4:00 P.M.

VENUE: R. K. HALL

FUNDED BY: NATIONAL HIGHER EDUCATION MISSION





16 April 2023

Enactus SXC, EDC and Postgraduate And research Department of Microbiology organised "Health Check-Up Camp for Residents and **Support Staff**".



St. Xavier's College (Autonomous), Kolkata

ENACTUS SXC, EDC AND POSTGRADUATE AND RESEARCH
DEPARTMENT OF MICROBIOLOGY

presents

HEALTH CHECK-UP CAMP FOR RESIDENTS AND SUPPORT STAFF

SUPPORTED BY



DATE: 16TH APRIL, 2023

TIME: 3 PM - 6 PM

VENUE: FR. DEPELCHIN AUDITORIUM

COMPLETE FREE CHECKUP FOR TESTING

- BLOOD SUGAR • ECG
- HBA1C (3 Month Average Blood Sugar)
- URIC ACID • URINE ACR
- LIPID PROFILE • LUNGS CHECK UP • UROFLOWMETRY TEST

HELPLINE: DR. ARABINDA BERA (+91 80136 92395)
BIKRAM DHARA (+91 99037 86254)



2 September 2023

Internal Quality Assurance Cell (IQAC) organised **Computer Training Programme for Group-C Office Staff.**

Chief Patron:

Rev. Dr. Dominic Savio, SJ

Principal

St. Xavier's College (Autonomous), Kolkata



St. Xavier's College (Autonomous), Kolkata

Established 1860
Autonomous College (2006), College with Potential for Excellence (2006)
College of Excellence (2014), College with Special Heritage Status (2015)
A++ College with 3.77 CGPA (2017), ISO 9001:2015 Certified
NIRF INDIA RANKING 2023: 5TH Rank in College Category



Internal Quality Assurance Cell (IQAC)

presents

Computer Training Programme for Group-C Office Staff



Chief Patron:

Rev. Dr. Dominic Savio, SJ
Principal

SCHEDULE:

- Registration: 9.15 A.M to 9.45 A.M.
- Inaugural Programme: 9.45 A.M to 10.00 A.M.
- Session 1: 10.00 A.M. to 11.45 A.M.
- Tea Break: 11.45 A.M. to 12.00 A.M.
- Session 2: 12.00 A.M. To 1:00 P.M.
- Lunch: 1.00 P.M. to 2.00 P.M.
- Session 3: 2.00 P.M. to 4:00 P.M.
- Programme ends with Tea: 4.00 P.M.

DATE: 2ND SEPTEMBER, 2023

Venue: Computer Lab- 2 (Chapel Building 3rd Floor)

FUNDED BY: NATIONAL HIGHER EDUCATION MISSION

5 September 2023

St. Xavier's College (Autonomous), Kolkata organised **Staff Football Match.**

STAFF FOOTBALL TEAM
DATE : 5TH SEPTEMBER, 2023

1. ROMARIO TOPNO
2. FARINO TORCATO
3. FR. SIMON
4. ASIT KANJI
5. BISWAJIT NASKAR
6. PROSENJIT NASKAR
7. ALEX SANTU MAKHAL
8. JOSEPH RAHUL ANTHONY
9. CHANDRASEKHAR MONDAL
10. SUVENDU CHATTERJEE
11. INDRAJIT DAS
12. AMIT PETER MAJHI
13. RAPHAEL TUDU
14. ASIT HALDAR
15. BIDESH MAKHAL
16. COACH

REPORTING AT 3.00 PM

(President, SXCEA)

21 December 2023

St. Xavier's College (Autonomous), Kolkata organised **Christmas Lunch** for all the staff members (both Teaching & **Support**).



11/12/2023

CHRISTMAS LUNCH

THIS IS TO CORDIALLY INVITE ALL THE STAFF MEMBERS (BOTH TEACHING & SUPPORT) TO A SPECIAL LUNCH ON THE DATE AND TIME MENTIONED BELOW, TO CELEBRATE THE SPIRIT OF CHRISTMAS.

DATE: THURSDAY, 21ST DECEMBER, 2023

TIME: FROM 12 NOON ONWARDS

VENUE: GYMNASIUM (BESIDE THE BACK GATE)


REV. DR. DOMINIC SAVIO, SJ
Principal
St. Xavier's College
(Autonomous)
Kolkata



Fax : (91-33) 2287-9966, E-mail : principal@sxcca.edu, Website : www.sxcca.edu

23 January 2024

Non-Teaching Staff Picnic - 2024

17-01-2024

NON TEACHING STAFF PICNIC-2024

THE ANNUAL PICNIC - 2024 WILL BE HELD ON
23-01-2024
AT MANKUR GHAT, BAGNAN

MEMBERS WHO ARE JOINING THE PICNIC AT MANKUR GHAT, BAGNAN ARE TO NOTE THE FOLLOWING:


THE BUS WILL LEAVE ST. XAVIER'S COLLEGE PREMISES LATEST AT **7.30 AM SHARP**.
REPORTING TIME AT 7.00 AM.
LATE COMERS WILL HAVE TO REACH THE VENUE BY THEMSELVES.

BREAKFAST, LUNCH AND TEA WILL BE SERVED AT THE PICNIC SPOT.

SEATS WILL BE ALLOTTED AS FIRST COME FIRST SERVED BASIS.

YOU ARE REQUESTED TO COOPERATE WITH THE COMMITTEE FOR ALL MATTERS RELATING TO THE PICNIC

YOUR PRESENCE WILL MAKE THE PICNIC A SUCCESS.


President, SXCEA 17/01/24