SELF STUDY REPORT

FOR

4th CYCLE OF ACCREDITATION

ST. XAVIER'S COLLEGE (AUTONOMOUS), KOLKATA

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

St. Xavier's College (Autonomous), Kolkata, stands as a beacon of cosmopolitanism and national unity, long before these concepts gained mainstream attention. For over 163 years, this esteemed institution has been a melting pot of cultures, beliefs, and traditions, where students from across India coexist in perfect harmony. Its commitment to fostering unity among its diverse student body is evident in every facet of its existence.

The college's ethos revolves around instilling in its students the values of unity, understanding, and mutual respect, transcending regional, linguistic, and cultural barriers. Here, students from different states, communities, and backgrounds come together, enriching each other's lives through cultural exchange and collaboration. Regardless of their origins, they are encouraged to embrace a common identity as Indians and members of a global society, fostering a sense of belonging and camaraderie.

In March 2014, St. Xavier's College received the esteemed designation of "College of Excellence," a testament to its unwavering commitment to academic excellence and holistic development. This recognition not only reaffirmed its position as a leader in higher education but also underscored its role as a catalyst for social change and national progress. The College was also accorded "Special Heritage Status" in 2015.

In a bid to expand its reach and impact, St. Xavier's College (Autonomous) established a rural campus in Raghabpur, South 24 Parganas, in July 2014. This extension of its campus reflects the institution's dedication to bringing quality education and opportunities to underserved communities, thereby democratizing access to knowledge and empowering future generations.

As St. Xavier's College embarks on its journey into the future, it does so with the same indomitable spirit embodied in its motto: "Nihil Ultra" (Nothing Beyond). Armed with a rich history of resilience and a commitment to inclusivity, the institution remains steadfast in its mission to shape leaders who will not only excel academically but also contribute meaningfully to society, embodying the values of unity, integrity, and service.

Vision

At this significant juncture in the history of St. Xavier's College (Autonomous), we, the Xaverians, are called upon to articulate our collective commitment to future generations—a vision that will steer the mission of our beloved institution towards the horizons of progress and excellence.

With a profound sense of pride, we reflect upon the remarkable journey of St. Xavier's College (Autonomous) —a journey that began with a seed of aspiration and has flourished into a towering tree of knowledge and virtue. From its humble origins, our college has evolved into a nationally acclaimed, diverse co-educational institution, embodying the values of excellence, inclusivity and service.

Central to our vision is the aspiration to cultivate a society anchored in the principles of love, freedom, liberty, justice, equality and fraternity. We envision a future where every individual, regardless of background or circumstance, is empowered to realize their fullest potential and contribute meaningfully to the collective

tapestry of humanity.

Our commitment to fostering a culture of compassion and service underscores our dedication to addressing the pressing challenges of our times, whether they be social, environmental, or economic. Through innovative programs and initiatives, we seek to inspire our students to become catalysts for positive change, imbued with a sense of purpose and a spirit of empathy.

Moreover, our vision extends beyond the confines of our campus, encompassing our broader role as stewards of society and custodians of the planet. We are committed to nurturing responsible global citizens who are equipped with the knowledge, skills and values necessary to navigate an increasingly interconnected world with wisdom and integrity.

As we embark on this journey towards a brighter future, guided by the beacon of our vision, we remain steadfast in our resolve to uphold the noble legacy of St. Xavier's College (Autonomous) and to shape a world that reflects the highest aspirations of humanity. Together, let us strive to build a future where every individual is valued, every voice is heard, and every dream is within reach.

Mission

St. Xavier's College (Autonomous) aspires to carve out its place as a premier center of excellence in higher education, excelling not only in teaching and learning but also in research, outreach, and consultancy. Rooted in a profound dedication to the pursuit of knowledge and the exploration of life's deeper meanings, the institution is deeply committed in its commitment to delivering education of international renown.

Central to its mission is the ambition to bridge the gap between rural and urban communities, ensuring that the benefits of education extend to the underprivileged, thereby empowering them to shape their destinies. Upholding the core values of inclusivity and equality, St. Xavier's remains resolute in its stance to provide equal access and opportunities to all, irrespective of caste or creed.

In its relentless pursuit of excellence, the institution holds itself to the highest standards, continuously striving to elevate its performance from good to great through rigorous quality assessment and improvement measures. At the heart of its academic endeavor lies the cultivation of a workforce equipped not only with professional competence but also imbued with essential human values, ensuring holistic development and comprehensive skill enhancement.

Beyond its academic pursuits, St. Xavier's College (Autonomous) serves as a vibrant cultural hub, fostering communal harmony and cultural integration within its campus. Embracing the spirit of its enduring motto, "Nihil Ultra" (Nothing Beyond), the institution remains committed to contribute meaningfully to the well-being of the nation, inspiring generations of students to strive for excellence and embody the values of integrity, service, and societal responsibility.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Curriculum Development and Updating: The institution excels in crafting contemporary curricula aligned

with the National Education Policy (NEP) and integrating advancements in fields like Artificial Intelligence (AI).

2. Top-Class Faculty Quality: The institution boasts a faculty renowned for their expertise and dedication to academic excellence.

3. Holistic Student Development: Following Jesuit pedagogy, the institution prioritizes the holistic development of students, fostering intellectual, emotional, and spiritual growth.

4. Innovative Teaching-Learning-Evaluation: Employing innovative methods, the institution ensures effective teaching, learning, and evaluation processes.

5. Interdisciplinary Studies: Offering both undergraduate and postgraduate interdisciplinary programs, the institution encourages diverse academic exploration.

6. School of Social Sciences and Humanities: The institution houses a robust School of Social Sciences and Humanities, fostering critical thinking and societal engagement.

7. Research Facilities: With extensive research facilities including centralized and departmental laboratories, the institution promotes high-end research across various disciplines.

8. ICT-Enabled Infrastructure: Utilizing ICT-enabled classrooms and smart class technology, the institution provides a modernized learning environment.

9. Educational Multimedia Research Centre (EMRC): The EMRC excels in developing online courses and has earned accolades for its innovative contributions.

10. Entrepreneurship Development: The institution fosters innovation through initiatives like the Entrepreneurship Development Cell and departmental innovations.

11. Student Support Services: Professional counseling services are available for students and staff, ensuring comprehensive support.

12. Academics-Industry Interface: Facilitating internships and collaborations, the institution strengthens the academia-industry relationship.

13. Library Resources The institution boasts state-of-the-art libraries including the Goethals Library, enriching academic resources for students and researchers.

14. Social Outreach: Through proactive engagement in social service initiatives, the institution contributes positively to society.

Institutional Weakness

1. Space Constraints: The institution faces challenges due to space limitations, hindering further expansion efforts.

2. More govt-sanctioned posts will add to the strength of the institution.

3. The institution mobilizes its funds and deploys the same in an efficient manner, ensuring compliance with its mission vision and perspective plan. However, augmentation of govt grants will help the institution to implement its future plans in a better way.

Institutional Opportunity

1. Expansion of Courses There's potential for introducing more postgraduate and doctoral programs, upgrading existing departments.

2. Rural Campus Development: Further development of the rural campus presents opportunities for community engagement and academic growth.

3. Media Hub Development: The establishment of a Media Hub at Ajaynagar opens avenues for interdisciplinary collaboration and media-related initiatives.

4. Alumni Engagement: Strengthening alumni engagement can enhance opportunities such as internships and industry connections.

5. Skill-Hub Development: Developing a Skill-Hub at the Raghabpur Campus can address skill development needs and promote vocational training.

6. Academic Autonomy: The institution can leverage academic autonomy to innovate curricula and academic programs in alignment with emerging trends.

7. NEP Implementation: Embracing the National Education Policy can facilitate the integration of multidisciplinary studies and research.

Institutional Challenge

1. Admissions Demand: Meeting the increased demand for admissions poses a significant challenge.

2. Funding Gap: Bridging the fund gap, particularly in research, amidst decreased government allocations, presents financial challenges.

3. Staff AI Proficiency: Ensuring staff proficiency in AI technologies presents a challenge in keeping up with technological advancements.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

St. Xavier's College (Autonomous), Kolkata, has been at the forefront of delivering quality education across various disciplines, continually evolving to meet contemporary societal needs and align with national education mandates.

The college's autonomous status fosters ongoing adaptation and innovation, featuring diverse undergraduate and postgraduate programs in Commerce and Management, Arts & Science, and Education, catering to Honours and General streams. Proactively, it introduces doctoral courses across departments, emphasizing advanced research and academic standards. To practise current modern educational approaches, it has shifted from traditional programs to CBCS and NEP-based curricula. Skill-based programs and multidisciplinary courses have been incorporated to improve students' skill sets. This commitment reflects a fusion of value-based holistic education with contemporary employment needs. Looking ahead, the institution seeks to further strengthen its academic programs and research endeavours.

Additionally, the college plans to establish collaborative partnerships with industry to enhance practical training opportunities and ensure curriculum relevance. Efforts are made to integrate emerging technologies into academic programs, preparing students for the demands of the digital age. Furthermore, the institution aims to augment its alumni engagement initiatives, further leveraging their expertise and networks to support students in their academic and professional endeavors. Through these strategies, St. Xavier's College (Autonomous) Kolkata remains committed to providing an innovative and comprehensive educational experience that empowers students for achieving success in a rapidly changing world. Furthermore, St. Xavier's College (Autonomous), Kolkata, plans to enhance flexibility by enabling students to enroll in Massive Open Online Courses (MOOCs) and National Programme on Technology Enhanced Learning (NPTEL) courses, thereby enhancing engagement with online learning platforms. This initiative not only supports faculty and research students but also encourages lifelong learning among the student community. Additionally, the college intends to establish awards for teaching and research, recognizing and promoting excellence in education.

The college's progressive initiatives lend credibility to its pledge to lead in education and prepare students for a dynamic future. By championing forward-thinking approaches, it ensures students are adept in navigating evolving landscapes. This commitment solidifies its position as an educational pioneer, shaping a generation ready to excel in an ever-changing world.

Teaching-learning and Evaluation

The essence of holistic educational philosophy at St. Xavier's College (Autonomous), Kolkata lies in the harmonious fusion of Teaching-Learning-Evaluation, fortified by the underpinning of transparent and confidential 360-degree feedback mechanisms. Our unwavering commitment to innovation propels us forward, ceaselessly endeavouring to enrich the educational landscape, with a keen focus on the advancement of online and blended teaching methodologies. The onset of the pandemic served as a catalyst, hastening our progress and prompting the swift implementation of interactive online classes, alongside the necessary adaptations of examination formats to suit the requirements of the remote-learning environment.

As the situation improved, we smoothly transitioned to blended learning, ensuring flexibility for online activities as needed. Currently, we're developing online courses for programs on the SWAYAM platform, fostering collaboration and benefiting students from other institutions. Aligned with National Education Policy guidelines, we prioritize experiential, participative and problem-solving learning through internships and Multi-Disciplinary Courses, enriching our offerings to the society.

To facilitate credit transfer and student progression, we have enrolled in the Academic Bank of Credits (ABC). Outcome-Based Education (OBE) is integral to our institution, driving the exploration of new evaluation

methods, including online tests aligned with program objectives. Examination Automation methods have been introduced, with continuous evaluation to ensure effectiveness.

We also facilitate online sharing of study materials and evaluations through the MS Teams portal. Future plans include continuing of these practices through our Learning Management System (LMS) to enhance flexibility in Teaching-Learning-Evaluation.

Guided by the Jesuit principle of 'Cura Personalis' (care for the whole person), our institution is dedicated to nurturing individuals who embody the ethos of 'Men and Women for Others,' actively participating in philanthropic endeavors. As we look forward, our Teaching-Learning-Evaluation strategies are being designed to embrace diverse approaches, prioritizing multimodal teaching enriched by experiential and field-based learning. We are committed to fostering a dynamic faculty community through diversification efforts and empowering students through the promotion of self-directed learning. Additionally, our future plans encompass comprehensive reforms, including the revision of assessment structures, the introduction of mandatory readings, and the integration of online testing, ensuring a robust and adaptable educational environment.

Research, Innovations and Extension

St. Xavier's College (Autonomous), Kolkata has undergone a significant transformation, evolving from a traditional teaching-centric institution to a dynamic Teaching-cum-Research Institution. This transition is marked by a robust infrastructure and a thriving research culture, reflecting our deep commitment to fostering research excellence.

Our commitment to advancing research is showcased through interdisciplinary initiatives and cutting-edge facilities. These encompass the Central Research Facility, equipped with state-of-the-art technology spanning physical, chemical, and biological sciences, alongside specialized laboratories in Microbiology, Biotechnology, and Physics. Supported by prestigious programs like DBT and DBT-Star, these resources empower both students and faculty to conduct research across diverse disciplines.

Moreover, our advanced computing facilities serve as indispensable assets in bolstering research endeavours across disciplines such as Computer Science, Statistics, Economics, and Data Science. These cutting-edge resources provide our academic community with the tools necessary to delve into pioneering research inquiries and push the frontiers of knowledge within their specialized domains. By harnessing these facilities, our institution remains at the forefront of academic exploration, fostering a culture of innovation and intellectual advancement.

In recent years, the establishment of a dedicated School of Social Sciences has significantly bolstered our research capabilities through enhanced interdepartmental collaboration. Moreover, our Ph.D. Cell acts as a central hub for scholarly engagement, facilitating frequent discussions, seminars, and pre-submission meetings to support academic advancement and exchange of ideas.

To foster research and scholarly output, we offer support such as seed-money, intramural research grants, and faculty travel grants. Our Research Colloquium encourages idea exchange and interdepartmental collaboration, while publications in UGC-approved journals showcase our scholarly achievements.

In addition to our steadfast commitment to social responsibility, we actively engage in various National Social Service initiatives, including village-adoption programs and disaster relief efforts, led by our Alumni

Association. Moving forward, we are focused on elevating our research profile by increasing publication output, pursuing additional sponsored research projects, and fostering collaborations through Memoranda of Understanding (MOUs) with esteemed institutions. St. Xavier's College (Autonomous), Kolkata, remains dedicated to both scholarly excellence and societal impact, demonstrated through our on-going research endeavours and community service initiatives.

Infrastructure and Learning Resources

St. Xavier's College (Autonomous) Kolkata prioritizes infrastructure development to enrich the teaching-learning process. A dedicated conference hall equipped with video conferencing facilitates virtual collaborations, ensuring seamless communication. High-speed internet access via fiber optics enhances digital learning experiences. ICT-enabled classrooms and Smart classrooms, featuring LCD projectors and sound systems, encourage interactive teaching methods. The college adheres to a standardized process for infrastructure development, focusing on alignment with educational objectives and inclusivity.

New infrastructure is meticulously designed to be differently-abled friendly, featuring amenities like ramps, lifts, wheelchairs, and dedicated examination rooms for writers, promoting accessibility and equal opportunities for all students. The institution's commitment to technological advancement is evident in its adoption of library management software, specifically the open-source Koha system.

The implementation of Koha software at St. Xavier's College optimizes library operations by streamlining cataloguing, circulation, and inventory management processes. Integration with RFID technology enhances material tracking, simplifies borrowing and returning procedures and boosts security measures. User convenience is further augmented with lending counters and a self-circulation kiosk. Email alerts keep users informed about transactions, including due dates and overdue notices, promoting timely returns. Additionally, an RFID-enabled gate security system effectively prevents unauthorized removal of items from the library, ensuring the integrity of its resources.

St. Xavier's College employs CCTV surveillance to provide continuous monitoring, bolstering safety within the library environment for both individuals and valuable resources. Recognizing the evolving landscape of education towards e-learning, the institution has established a cutting-edge Educational Multimedia Research Centre, equipped to meet the digital needs of students. Beyond academic spaces, the college's proactive management extends to sports facilities and comprehensive maintenance contracts, ensuring operational efficiency across various areas of campus life. Moreover, a concerted effort is made to maintain a balanced student-to-computer ratio, guaranteeing equitable access to academic resources for all. The campus-wide CCTV surveillance system underscores the institution's unwavering commitment to prioritizing security and safety. In summary, the college's management places a premium on creating and sustaining infrastructure that aligns seamlessly with its educational mission, emphasizing inclusivity, technological advancement, and adaptability to enrich the educational journey for every student.

Student Support and Progression

St. Xavier's College (Autonomous), Kolkata, prioritizes student employability through dedicated placement efforts. A full-time placement officer spearheads initiatives connecting students with job opportunities and higher studies programs. The College has seen a rise in students securing placements in multinational companies, showcasing the efficacy of its placement endeavours. Additionally, the College offers certificate

courses targeting specific skills desired by employers, augmenting students' qualifications and practical expertise to enhance their competitiveness in job market.

Additionally, the College offers coaching for government job exams, equipping students with necessary skills. Since 2014-15, it has subscribed to the Epaathsala platform, offering online mock tests for competitive exams, aiding familiarity with exam patterns and boosting confidence. Through the Career Oriented Programme (COP), students can pursue certificate and diploma courses, including specialized computer courses provided by the Computer Centre, focusing on the latest trends and techniques.

The College provides Employability Skills Training courses for students' readiness in the industry. The Entrepreneurship Development Cell (EDC) offers skill set training in science and technology through entrepreneurship development programs sponsored by the Department of Science and Technology (DST), and entrepreneurship awareness programs.

The College's commitment to community orientation and social responsibility is evident through the Department of Social Work's compulsory co-curricular program in social and community service. This program encourages students to engage in community-oriented activities, fostering social awareness and responsibility.

The institution prioritizes student welfare with swift grievance resolution through the Students' Grievance Redressal Cell and an online portal. The SWAR (Women's Cell) addresses gender-related issues, while committees combat sexual harassment and ragging for a secure environment.

The Alumni Association plays a pivotal role in nurturing alumni relations and contributing to institutional advancement through the provision of development programs. Since its inception in 2003, the Placement Cell has been instrumental in forging connections between students and renowned companies, successfully securing placements and internships that offer invaluable industry exposure. These initiatives not only foster a strong network of alumni but also enhance students' career prospects and enrich their educational journey with practical experience and insights from the professional world.

Governance, Leadership and Management

St. Xavier's College (Autonomous), Kolkata, has grown from humble beginnings to become a nationally recognized, multifaceted educational institution, guided by values of commitment, care and service. Our vision and mission, rooted in inclusivity and respect for diverse beliefs, remain steadfast as we navigate challenges and uphold our unique identity. Grounded in Jesuit principles, our inclusive spirit fosters a secular environment while preserving our core values. To address internal and external pressures, market changes, and academic challenges, we implement proactive strategies, emphasizing information gathering and efficient processing. Externally, we actively engage with organizations like AIACHE and monitor governmental websites to stay informed about socio-political and economic dynamics. Internally, our administrative machinery, including the Board of Trustees, faculty members, and support staff, collaborates to make participatory decisions under the guidance of Father Principal.

Our proactive approach has resulted in strategic actions and outcomes, such as implementing the NEP, addressing the challenges of the COVID-19, and adapting to market dynamics through innovative courses and research opportunities. We've improved student-centric teaching methods, introduced career-oriented and

distance learning programs, and prioritized social responsibility by providing relief efforts during crises. Continuous feedback mechanisms ensure alignment with stakeholder needs, while regular reviews and audits uphold academic excellence and operational efficiency. Moving forward, we strive to enhance transparency by uploading meeting minutes and action reports online, articulate our institution's graduate attributes, and prioritize faculty and staff development through training and welfare measures. Our resource mobilization efforts aim to bolster funding sources to support our ambitious plans for growth and excellence.

These initiatives are catalysts for our vision of St. Xavier's College as a beacon of academic excellence, community service, and positive societal transformation in the future. Our proactive and inclusive approach, coupled with strategic planning and continuous improvement, fortifies our position for sustained success and impact. As we strive to excel academically, serve our community, and inspire positive change, we are committed to embracing innovation and adapting to evolving challenges, ensuring that St. Xavier's College remains at the forefront of educational and societal advancement for years to come.

Institutional Values and Best Practices

St. Xavier's College (Autonomous), Kolkata, guided by its mission to shape students as "Men and Women for Others," exemplifies a steadfast commitment to fostering gender sensitivity, environmental sustainability, inclusivity and civic consciousness within its academic and social fabric. This dedication is deeply ingrained in the college's culture and extends across various dimensions of the Xaverian experience, ensuring that students not only receive academic education but are also equipped to understand and address the complexities of gender equity, environmental stewardship, diversity and civic responsibility in their everyday lives. Gender sensitivity is integrated into the college's curriculum, empowering students with practical knowledge and applications relevant to their lived experiences. Through interdisciplinary approaches, students engage with gender-related content across various academic disciplines, preparing them to comprehend and engage with the multifaceted dimensions of gender equity and related societal challenges. In terms of environmental sustainability, St. Xavier's College implements a comprehensive range of initiatives aimed at conserving energy, managing waste, and promoting eco-friendly practices. From the installation of energy-efficient lighting to plans for solar power generation, rainwater harvesting, hazardous waste management, e-waste disposal, and plantation drives, the college demonstrates a holistic approach to environmental stewardship. Moreover, initiatives like maintaining a smoke-free and plastic-free campus, along with neighbourhood cleaning drives underscore the college's commitment to creating an environmentally responsible community.

St. Xavier's College cultivates an inclusive environment that celebrates diversity in culture, religion, social backgrounds, and language. Through cultural events, secular values, and initiatives promoting qualities like competence, compassion, and equity, the college nurtures a vibrant campus community where individuals from varied backgrounds thrive and contribute positively to society. Strategic integration of constitutional responsibilities into the curriculum through the Youth Parliament, Human Rights courses and gender sensitization programs empowers students to engage with governance, politics, and civic duties, fostering active citizenship. Upholding Jesuit principles, the college prioritizes academic excellence, holistic student support, and research for social transformation. Its ethos of inclusivity ensures education accessibility regardless of caste, creed, religion, or gender, reflecting a commitment to equity and diversity.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	ST. XAVIER'S COLLEGE (AUTONOMOUS), KOLKATA
Address	St. Xaviers College (Autonomous) 30 Mother Teresa Sarani (Park Street) Kolkata 700016
City	KOLKATA
State	West Bengal
Pin	700016
Website	www.sxccal.edu

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Rev. Dr. Dominic Savio Sj	033-22551230	9073135705	033-2287996 6	principal@sxccal.e du
IQAC / CIQA coordinator	Partha Pratim Ghosh	033-22551239	9830478545	033-2287996 6	iqacsxc@sxccal.ed u

Status of the Institution	
Institution Status	Private

Type of Institution	
By Gender	Co-education
By Shift	Regular Evening

Recognized Minority institution	
If it is a recognized minroity institution	Yes minority certificate.pdf
If Yes, Specify minority status	
Religious	Yes
Linguistic	NO
Any Other	NO

Establishment Details	
Date of Establishment, Prior to the Grant of 'Autonomy'	16-01-1860
Date of grant of 'Autonomy' to the College by UGC	01-03-2006

University to which the college is affiliated		
State	University name	Document
West Bengal	University of Calcutta	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	15-01-1965	View Document
12B of UGC	15-01-1965	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Instit ution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
NCTE	View Document	09-04-2002	12	

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	Yes
If yes, date of recognition?	04-03-2024
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	St. Xaviers College (Autonomous) 30 Mother Teresa Sarani (Park Street) Kolkata 700016	Urban	19.921	31154.5

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Bengali, Honours Bengali	36	Plus two pass	Bengali	40	37
UG	BA,English, Honours English	36	Plus two pass	English	70	70
UG	BA,Arts,	36	Plus two pass	English + Bengali	60	60
UG	BA,History, Honours History	36	Plus two pass	English + Bengali	25	21
UG	BA,Political Science,Honours Political Science	36	Plus two pass	English	70	67

UG	BA,Sociology,Honours Sociology	36	Plus two pass	English	65	63
UG	BCom,Commerce,Honours	36	Plus two pass	English	1265	1236
UG	BSc,Chemistry,Honours Chemistry	36	Plus two pass	English	35	33
UG	BSc,Economics,Honours Computer Science	36	Plus two pass	English	55	53
UG	BSc,Economics,Honours Economics	36	Plus two pass	English	75	71
UG	BSc,Mathematics,Honours Mathematics	36	Plus two pass	English	65	63
UG	BSc,Microbiology,Honours Microbiology	36	Plus two pass	English	45	43
UG	BSc,Physics,Honours Physics	36	Plus two pass	English	40	36
UG	BSc,Statistics,Honours Statistics	36	Plus two pass	English	55	51
UG	BMS,Management Studies,Management Studies	36	Plus two pass	English	200	196
UG	BEd,Education,Education	24	Graduation or Masters	English	100	97
UG	BSc,Mass Communication And Videography,Honour	36	Plus two pass	English	55	54

	s Mass Communication and Videography					
PG	MA,Bengali, Bengali	24	Graduation	Bengali	20	14
PG	MA,English, English	24	Graduation	English	65	61
PG	MA,History, History	24	Graduation	English,Bengali	2	2
PG	MA,Political Science,Political Science	24	Graduation	English,Bengali	45	44
PG	MA,Sociology,Sociology	24	Graduation	English	45	44
PG	MCom,Commerce,Commerce	24	Graduation	English	65	65
PG	MSc,Computer Science,Computer Science	24	Graduation	English	45	44
PG	MSc,Economics,Economics	24	Graduation	English	45	44
PG	MSc,Microbiology,Microbiology	24	Graduation	English	70	66
PG	MSc,Physics, Physics	24	Graduation	English	30	26
PG	MSc,Statistics,Data Science	24	Graduation	English	35	31
PG	MA,Education,Education	24	Graduation	English	25	21
PG	Integrated(PG),Biotechnology,MSc Biotechnolog	60	Plus two pass	English	45	42

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PG	Integrated(PG),Multimedia,MSc Multimedia	60	Plus two pass	English	55	52
Doctoral (Ph.D)	PhD or DPhil,Bengali,Bengali	72	PG NET SET RET	English	13	13
Doctoral (Ph.D)	PhD or DPhil,English,English	72	PG NET SET RET	English	9	9
Doctoral (Ph.D)	PhD or DPhil,Political Science,Political Science	72	PG NET SET RET	English	2	2
Doctoral (Ph.D)	PhD or DPhil,Commerce,Commerce	72	PG NET SET RET	English	2	2
Doctoral (Ph.D)	PhD or DPhil,Computer Science,Computer Science	72	PG NET SET RET	English	3	3
Doctoral (Ph.D)	PhD or DPhil,Microbiology,Microbiology	72	PG NET SET RET	English	2	2
Doctoral (Ph.D)	PhD or DPhil,Physics,Physics	72	PG NET SET RET	English	2	2
Doctoral (Ph.D)	PhD or DPhil,Biotechnology,Biotechnology	72	PG NET SET RET	English	3	3

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				32				36			
Recruited	0	0	0	0	17	15	0	32	21	15	0	36
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	1				10				161			
Recruited	1	0	0	1	7	2	0	9	70	90	0	160
Yet to Recruit	0				1				1			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				17
Recruited	16	1	0	17
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				219
Recruited	184	35	0	219
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	19	17	0	51	66	0	154
M.Phil.	0	0	0	0	0	0	3	12	0	15
PG	0	0	0	8	0	0	41	29	0	78
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	9	7	0	16
M.Phil.	0	0	0	0	0	0	7	6	0	13
PG	0	0	0	0	0	0	65	74	0	139
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	11	5	0	16

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	2939	704	0	9	3652
	Female	2358	581	0	4	2943
	Others	0	0	0	0	0
PG	Male	468	40	0	1	509
	Female	1021	70	0	2	1093
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	14	0	0	0	14
	Female	16	0	0	0	16
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years		Year 1	Year 2	Year 3	Year 4
Category		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	89	60	88	79
	Female	115	110	131	92
	Others	0	0	0	0
ST	Male	67	31	43	43
	Female	88	61	77	55
	Others	0	0	0	0
OBC	Male	67	47	88	74
	Female	65	66	75	47
	Others	0	0	0	0
General	Male	1240	1145	1308	1244
	Female	1123	1054	1372	1171
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		2854	2574	3182	2805

2.3 EVALUATIVE REPORT OF THE DEPARTMENTS

Department Name	Upload Report
Arts	[View Document](#)
Bengali	[View Document](#)
Biotechnology	[View Document](#)
Chemistry	[View Document](#)
Commerce	[View Document](#)
Computer Science	[View Document](#)
Economics	[View Document](#)
Education	[View Document](#)
English	[View Document](#)
History	[View Document](#)
Managment Studies	[View Document](#)
Mass Communication And Videography	[View Document](#)
Mathematics	[View Document](#)
Microbiology	[View Document](#)
Multimedia	[View Document](#)
Physics	[View Document](#)
Political Science	[View Document](#)
Sociology	[View Document](#)
Statistics	[View Document](#)

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	In the current Choice Based Credit System (CBCS) curriculum at St. Xavier's College Kolkata, students are provided with the flexibility to choose their Generic Elective subjects regardless of their Core courses, spanning across Arts/Humanities/Science streams. For instance, in the first semester of the 2022-23 batch, students pursuing English Honours opted for a diverse range of subjects such as Film Studies, Mass Communication, Sociology, Comparative Bangla, and Bio-technology as their Generic elective subjects, showcasing the diverse

interests and interdisciplinary approach among students. Similarly, Economics students in the same semester chose Computer Science, English, Film Studies, Mathematics, and Sociology as their generic elective subjects, further illustrating the multidisciplinary nature of the curriculum. This trend is evident across various semesters, including 2022-23, 2021-22, and 2020-21, indicating a deliberate effort to develop programs and curricula with multidisciplinary subject combinations. Examples from different departments highlight this interdisciplinary approach: Political Science Department: Programs like Gender Studies, Global Environment & Health, Political Economy and Development, Sustainable Development, and Urban Women's Studies emphasize multidisciplinary perspectives on societal and political issues. Sociology Department: Postgraduate courses integrate interdisciplinary elements, such as the inclusion of literary works by authors like Mahasweta Devi and Hansda S. Shekhar in the paper 'Imagining India', which explores sociology through literature. Mathematics Department: Courses cover a wide range of topics including Differential Equations, Linear Programming & Game Theory, Probability Theory & Statistics, and Advanced Algebra with applications to Cryptography, fostering connections with fields like computer science and cryptography. Microbiology Department: Offers a Multidisciplinary Generic Elective course focusing on disease awareness, pathogenic organisms, waste management, and environmental sustainability, catering to students from various departments. Statistics Department: Introduces a Masters programme in Data Science integrating Statistics, Computer Science, Mathematics, and Ethics courses, along with practical training in industry-relevant software like R, Python, and Tableau. Physics Department: Emphasizes interdisciplinary studies in Environmental Science, Circuit Design, Astronomy education and outreach, Digital Signal Processing, Biophysics, and Maker's lab activities, fostering a holistic understanding of physics and its applications across different domains. These examples underscore St. Xavier's College Kolkata's commitment to providing a comprehensive and multidisciplinary education that prepares students for the complex challenges of the modern world. By offering diverse

	subject combinations and fostering interdisciplinary learning experiences, the college equips students with the skills and knowledge needed to thrive in diverse academic and professional contexts.
2. Academic bank of credits (ABC):	Implementing the Academic Bank of Credit (ABC) as part of the adoption of the National Education Policy (NEP) marks a significant step forward for St. Xavier's College Autonomous in Kolkata. The Academic Bank of Credit is a transformative concept aimed at facilitating the seamless transfer and accumulation of academic credits earned by students across various institutions and disciplines. At its core, the ABC system functions as a repository for academic credits, allowing students to accumulate credits for courses completed successfully. This accumulation is not bound by the traditional constraints of a single institution but extends across a network of participating institutions, promoting flexibility and mobility in education. As St. Xavier's College embraces this system, it opens up new avenues for students to tailor their academic journeys according to their interests, goals, and circumstances.
3. Skill development:	Under the guidance and leadership of Father Principal, the institution has initiated several concrete steps in the formulation of the 4 year teaching intensive or research intensive honours degree in order to promote higher level academic/ research experience relevant to solve societal problems. As the planning is still at the initial stages, departmental members are busy in identifying and formulating various discipline specific plans. Almost all departments are in the process of intense preparation for the same. For instance, the Mathematics department is designing its course in such a way so that it enhances logical reasoning and abstract thinking. The overall aim is to add to the intelligent quotient thereby widening the scope of wider applications in almost all industrial areas. Here teaching and research is being innovated to aid the societal goal of industrial upliftment. Like the Mathematics department the Microbiology department too is working on it to make their 4-year research intensive course more applicative so that students could have the opportunities to correlate the subject knowledge with the Hospital based and Industry based works and get their job opportunities. The department is currently engaged in various DBT

	sponsored projects (DBT STAR college and DBT builder) which involves multidisciplinary research work with Physics, Chemistry. The Sociology department has two courses on research methodology, one each at the under-graduate level and the post-graduate level. These courses equip students to undertake their dissertation in the final years. Most skill enhancement courses in humanities of the college, are also geared towards academic reading, writing and research. The four year honours degree programme, in all likelihood, will also incorporate these courses in tune with the needs of the NEP 2020. In their preparation for a four-year research intensive honours degree, the Physics department believes that a proper four year programme should involve student self-learning through reading courses as well as project-based courses and achieve a balance with teaching components. The last semester of the course should focus entirely on the project work of the student. At the undergraduate level, the project should involve a substantial review component along with original work. The department is also of the opinion, that the Master's course for one-year duration should be entirely based on the student's choice of an advanced discipline for one semester and a research project which would continue through both semesters. The laboratory needs to be extended by including components suitable for innovative work at the UG level.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course): For the benefit of students from Bengali-medium schools, teachers explain technical matters in the local language as and when required. At the Raghabpur Campus Lectures are delivered in English and Bengali. In the classrooms, particularly in the programs belonging to the social sciences, teachers refer to Indian culture and value system, customs and traditions to ensure a sense of pride and rootedness in Indian Knowledge system Students are encouraged to take up online courses. Teachers often use recordings and study materials available in various online platforms.
5. Focus on Outcome based education (OBE):	St. Xavier's College (Autonomous), Kolkata stands as a beacon of academic excellence, renowned for its commitment to holistic education and transformative

learning experiences. At the heart of its pedagogical approach lies the philosophy of Outcome-Based Education (OBE), which serves as a guiding principle in shaping the academic journey of its students. This write-up delves into how institution has embraced OBE, fostering a culture of innovation, critical thinking, and holistic development. Understanding Outcome-Based Education: Outcome-Based Education (OBE) is an educational approach that focuses on defining specific learning outcomes that students are expected to demonstrate at the end of their learning experiences. Rather than solely concentrating on what content is taught, OBE emphasizes what students should be able to do with the knowledge and skills they acquire. Key Features of OBE Approach: Clear Learning Outcomes: The institution meticulously defines learning outcomes for each program and course, aligning them with the college's mission and vision. These outcomes serve as benchmarks to assess student learning and guide curriculum design. Student-Centered Pedagogy: OBE at St. Xavier's College (Autonomous), Kolkata places students at the center of the learning process. The pedagogy emphasizes active learning, collaborative projects, and real-world applications to ensure students develop the skills and competencies needed for success in their chosen fields. Assessment for Learning: Assessment strategies in the institution are designed to evaluate student attainment of learning outcomes. Formative assessments provide ongoing feedback to students, enabling them to monitor their progress and identify areas for improvement, while summative assessments measure overall achievement. Integration of Co-Curricular Activities: Recognizing the importance of holistic development, the institution integrates co-curricular activities into its OBE framework. Students are encouraged to participate in extracurricular initiatives, internships, and community engagement projects, enhancing their personal and professional growth. Continuous Improvement: The college is committed to continuous improvement and regularly reviews its OBE practices to ensure they remain aligned with emerging trends and best practices in higher education. Feedback from students, faculty, and stakeholders is actively sought and used to refine and enhance the OBE framework. Outcomes of OBE Approach: Academic Excellence: Through its OBE

	approach, the institution has consistently produced graduates who excel academically and are well-prepared for the challenges of the modern world. Employability: By focusing on the development of relevant skills and competencies, the college equips its students with the tools they need to succeed in their chosen careers. Employers recognize our graduates for their strong work ethic, critical thinking abilities, and adaptability. Holistic Development: Beyond academic achievement, St. Xavier's College Kolkata nurtures the holistic development of its students, fostering qualities such as leadership, empathy, and social responsibility. Conclusion: St. Xavier's College (Autonomous), Kolkata embrace of Outcome-Based Education reflects its commitment to providing a transformative educational experience that empowers students to reach their full potential. By prioritizing clear learning outcomes, student-centered pedagogy, and continuous improvement, the college equips its graduates with the knowledge, skills, and values needed to thrive in a rapidly changing world. As it continues to evolve and innovate, the institution remains a shining example of excellence in higher education.
6. Distance education/online education:	Study Centre for IGNOU Twinning Program with Pondicherry University for MBA in distance learning mode.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, it has been established vide order number EL/159/140/2023 dated 15/9/2023.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Nodal officer have been appointed along with teacher coordinators and student representatives.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of	1. Slogan writing competition on Chunav ka parv desh ka garv commemorating linguistic diversity 2. 'Adda Session' on importance of voter awareness for first time voters 3. Handmade poster making competition on 'Mera pehla vote desh ke liye' 4. Essay writing competition on 'all inclusive voter participation'

ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	1. Orientation of student coordinators on Electoral Literacy by Nodal officer and Student Representatives of ELC 2. Awareness drive conducted across departments by student coordinators on behalf of ELC
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	Students who have attained 18 years after 1st January 2024 are yet to be enrolled

Extended Profile

1 Students

1.1

Number of students on rolls year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
8197	8152	7653	7902	7740

File Description	Document
Provide Links for any other relevant document	[View Document](#)
Institutional data in the prescribed format (data	[View Document](#)

1.2

Number of final year outgoing students year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2656	2702	2596	2425	2556

File Description	Document
Provide Links for any other relevant document	[View Document](#)
Institutional data in the prescribed format (data	[View Document](#)

2 Teachers

2.1

Number of full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
238	226	225	222	210

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified list of full time teachers	[View Document](#)

2.2

Total number of full time teachers worked/working in the institution (without repeat count) during last five years:

Response: 247

File Description	Document
Provide Links for any other relevant document	View Document
Institutional data in the prescribed format	View Document

3 Institution

3.1

Total expenditure excluding salary year wise during the last five years   (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
1671.4	1016.6	6588.4	1439.1	1282.8

File Description	Document
Provide Links for any other relevant document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curriculum Design and Development

1.1.1

Curricula developed and implemented have relevance to the local, regional, national, and global developmental needs, which is reflected in the Programme outcomes (POs) and Course Outcomes(COs) of the Programmes offered by the institution

Response:

The courses at St. Xavier's College (Autonomous), Kolkata are designed to offer extensive knowledge, hands-on training, handling skills, critical thinking, social and intellectual interaction, conversion of knowledge into industrial execution, ethical and environmental insurance. The intent of all the courses are clearly spoken out through the respective COs while, the learning objective of a programme, as a whole, is reflected through its PO.

The Board of Studies analyses the changing trends and requirements in their respective fields, considering emerging technologies, industry demands and societal needs. They review the existing curriculum, identify gaps and propose necessary updates or revisions to ensure the programmes remain relevant and up-to-date. This proactive approach helps students acquire knowledge and skills that are in line with current industry practices and demands.

In addition to theoretical knowledge, the curriculum emphasizes practical applications. There are several courses within different programmes that enable students to analyse local and regional needs and provide solutions using their acquired knowledge in engineering, science, management, law or other disciplines. These courses often involve real-life projects, case studies, internships or industry collaborations, allowing students to gain hands-on experience and apply their learning in practical contexts.

The programmes are designed to cater to the widest cross section of local and regional students within a broad perspective. They ideally take into account the social, cultural, religious, linguistic and ethnic diversities of respective communities and social groups. For instance, the outcomes of the courses like History of India, History of Modern Europe, History of the United States of America emphasise the diversity over both time and space domains. On the other hand, the outcome of the course Introduction to Media and Cultural Studies under Mass Communication and Videography emphasise the amalgamation of past with the present. At the National level these needs are cohesively integrated in an all-encompassing manner. These programmes include new innovative practices to make the institution relevant in its mission as an agent of holistic transformation and meaningfully contribute to nation building through the transformation of ideas to develop cutting edge technologies for application in the fields of Science, Economics, Commerce and Management. St. Xavier's ensures that the students mature through the courses offered as "men and women for others" and conduct themselves as conscientious citizens of the world - the Tagorean "Viswamanav".

The course results are designed to shift the focus from traditional ideas of job hunting to entrepreneurship and research. The programmes's particular goals help students develop a liberal humanistic viewpoint

that sharpens their creative-critical thinking skills and expands their knowledge of several disciplines. In order to clarify the previously mentioned points, let us consider the course outcome for Language through Literature, which states that students will have acquired reading comprehension skills and strategies appropriate for a variety of literary writing genres by the end of the course, including the essay, speech, drama, short story and memoir. They will be allowed to rewrite some of the material in an original way. They will read and speak more fluently and their grammatical ability will increase.

File Description	Document
Provide Link for Additional information	View Document

1.1.2

The programmes offered by the institution focus on employability/ entrepreneurship/ skill development and their course syllabi are adequately revised to incorporate contemporary requirements

Response:

In the present scenario for overall sustainability of an individual and at the same time for the economic development of the country, **Education**, **Employability**, **Employment** and **Entrepreneurship**: meeting the challenge of these 4Es is the key aspect for the higher education. At the same time skills development for employability has been identified as a priority area for educational policy and practice.

Since the implementation of the Choice Based Credit System (CBCS), the programmes of St. Xavier's College (Autonomous), Kolkata have focused on creating interdisciplinary connections between previously distinct academic fields, erasing borders and creating fresh methods for producing knowledge. The curriculum should prioritise the development of employability skills, as they are essential for all areas of the economy.

Different ways of implementing the above include:

- Incorporation of more vocationally oriented content and the provision of work-based learning/work experience.
- The delivering of cross-faculty courses and establishing of interdisciplinary research centres to overcome a segmented approach to knowledge development and acquisition.
- Development of new programmes more oriented to market needs.
- Inclusion of employability enhancing activities that are not just related to content teaching.
- Teaching towards attributes acknowledged by employers.
- Recognition of prior learning for both employability and higher education programmes, particularly as part of an increasing stress on the importance of lifelong learning.
- Arrangements for the articulation and provision of enabling or bridging courses for those lacking knowledge and skills for the higher education programme.
- Inter-institutional collaborative arrangements between universities and colleges.
- Industry collaborations for experiential knowledge development.

Through consultations with experts from academic and industrial domains, curriculum and relevance of the programmes are ensured. Multi skill development programmes help in employability. Training through internships, project work, Career Oriented Programmes and participation in various society activities help to develop leadership skills and competence. The curriculum endeavours to integrate knowledge with skill which will sustain an environment of learning and creativity. Learning methods encourage students' participation through project work, field work based projects, action research, case study, classroom seminars by the students, microteaching, internships, guided library work, training in relevant software and e-learning.

St. Xavier's College (Autonomous), Kolkata incorporates skill-based courses into all its undergraduate programmes, including a mandatory soft skills and personality development course. The institution prioritizes enhancing students' career prospects through participation in national and international seminars, fostering leadership qualities through social engagement, providing soft skills training, organizing activities through the Entrepreneur Development Cell (EDC) and offering Career Oriented Programmes. With a commitment to preparing students for both successful careers and entrepreneurship, St. Xavier's continually updates its curriculum, provides skill-centric courses, cultivates an entrepreneurial mind-set, facilitates internships and placements and builds strong industry partnerships. These efforts ensure that graduates are well-prepared to thrive in the contemporary workforce and make significant contributions to the economy.

File Description	Document
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

Percentage of new courses introduced out of the total number of courses across all programmes offered during the last five years

Response: 30.14

1.2.1.1 **Number of new courses introduced during the last five years:**

Response: 324

1.2.1.2 **Consolidated number of courses offered by the institution across all   Programmes (without repeat count) during the last five years :**

Response: 1075

File Description	Document
Subsequent Academic Council meeting extracts endorsing the decision of BOS	[View Document](#)
Minutes of Board of Studies meeting clearly specifying the syllabus approval of new courses	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability and other value framework enshrined in Sustainable Development Goals and National Education Policy – 2020 into the Curriculum

Response:

St. Xavier's College (Autonomous), Kolkata is a prestigious educational institution that not only focuses on academic excellence but also places great emphasis on the holistic development of its students. The college recognizes the significance of integrating cross-cutting issues of the society into its curriculum, ensuring that students are not only knowledgeable in their respective fields but also well-rounded individuals with a strong moral compass.

St. Xavier's College (Autonomous), Kolkata prioritizes the holistic development of its students, encompassing academic knowledge alongside the cultivation of character and values. An integral aspect of this approach is the incorporation of courses on Human Values and Professional Ethics into the curriculum. As part of their undergraduate journey, all students are mandated to participate in a foundational course focused on Personality Development. This course serves as a pivotal element in sculpting the character and values of students, facilitating their growth not only academically but also as conscientious and ethical individuals. In the College's Bachelor of Arts in Sociology Honours Programme under the Choice-Based Credit System (CBCS), students engage with a range of subjects that foster a deep understanding of society and its complexities. Among the core papers offered, two are particularly relevant to human values and ethics:

Sociology of Religion (HSOCR5121T): This course explores the role of religion in shaping societies, promoting tolerance, and understanding diverse belief systems.

Sociology of Gender (HSODS5011T): This course delves into the complexities of gender dynamics in society, promoting gender equity and sensitivity.

St. Xavier's College (Autonomous), Kolkata recognizes the importance of environmental awareness and

sustainability. To address this, the college has made the course on Environmental Science mandatory for all undergraduate programs. Additionally, the postgraduate Department of Economics offers two elective courses on Environmental Economics, promoting an understanding of the economic aspects of environmental conservation and sustainability.

In the BA Sociology Honours Programme under CBCS, students are presented with the chance to delve into Environmental Sociology (HSODS5021T). This course delves into the intricate interplay between society and the environment, aiming to instil an understanding of the ethical facets of environmental concerns.

Furthermore, at the postgraduate level, the Department of Economics provides advanced courses focusing on environmental economics. Examples include Environment Economics I (Elective Paper 2) and Environment Economics II (Elective Paper 4). Through these courses, students acquire the necessary knowledge and skills to tackle multifaceted environmental issues through an economic lens.

Incorporating these courses into the curriculum demonstrates the Institutes commitment to instilling human values, ethical principles, and environmental responsibility in its students. By combining academic excellence with a strong foundation in ethics and sustainability, the college prepares its graduates not only to excel in their chosen fields but also to make positive contributions to society, fostering a well-rounded and responsible citizen.

The college has already introduced the curriculum under NEP 2020 that also addresses the above issues. In particular, college is offering two value added courses, viz., "Spirituality and Inter-Religious Harmony" and "Panchkosha: Holistic Personality Development" that makes the training more complete.

File Description	Document
Provide Link for Additional information	[View Document](#)

1.3.2

Number of certificate/value added courses/Diploma Programmes offered by the institutions and online courses of MOOCs, SWAYAM/e-PG Pathshala/ NPTEL and other recognized platforms (without repeat count) where the students of the institution have enrolled and successfully completed during the last five years.

Response: 58

File Description	Document
List of students and the attendance sheet for the above mentioned programs	[View Document](#)
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Evidence of course completion, like course completion certificate etc	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

1.3.3

Percentage of programmes that have components of field projects / research projects / internships during the last five years.

Response: 96.55

1.3.3.1 **Total Number of programmes that have components of field projects / research projects / internships (without repeat count) during the last five years**

Response: 28

1.3.3.2 **Total Number of programmes offered (without repeat count) during the last five years**

Response: 29

File Description	Document
Sample Internship completion letter provided by host institutions	[View Document](#)
Sample Evaluated project report/field work report submitted by the students	[View Document](#)
Program and course contents having element of field projects / research projects / internships as approved by BOS	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

1.4 Feedback System

1.4.1

Structured feedback for curriculum and its transaction is regularly obtained from stakeholders like Students, Teachers, Employers, Alumni, Academic peers etc., and Feedback processes of the institution may be classified as follows:

Response: A. Feedback collected, analysed, action taken & communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 94.72

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2022-23	2021-22	2020-21	2019-20	2018-19
2805	3181	2572	2705	2564

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
2945	3260	2833	2820	2740

File Description	Document
Provide the relevant information in institutional website as part of public disclosure	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document relating to sanction of intake as approved by competent authority	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 100

2.1.2.1 Number of actual students admitted from the reserved categories in the first year of the programme year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
390	501	375	436	377

2.1.2.2 Number of seats earmarked for reserved category as per GoI/State Govt. rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
390	501	375	436	377

File Description	Document
Provide the relevant information in institutional website as part of public disclosure	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
Copy of the letter issued by the State govt. or Central Government Indicating the reserved categories(SC, ST, OBC, Divyangjan, etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)

2.2 Catering to Student Diversity

2.2.1

The institution assesses the learning levels of the students and organises special Programmes to cater to differential learning needs of the student

Response:

St. Xavier's College (Autonomous), Kolkata adopts a comprehensive approach to assess the learning levels of its students. The assessment process begins at the commencement of classes and utilizes multiple methods to identify both slow and advanced learners, allowing for tailored support and guidance

to bridge any gaps in learning.

To determine the initial learning levels of undergraduate students, their class 12 marks are taken into account and discussion and mentoring sessions are conducted by each department. This evaluation helps in identifying students who may require additional assistance or those who have advanced knowledge in their respective disciplines. By recognizing these differences, the college designs special coaching or tutorial sessions to cater to the unique needs of each group. Each student is guided by a mentor, who takes care of the overall student welfare. The college fosters a conducive teaching-learning environment by assessing students' abilities upon admission and tailoring training to their academic needs. Orientation sessions are conducted for all new students, featuring Subject Experts and Resource Persons who motivate attendees through seminars and workshops. Remedial classes are available to support students who require additional assistance. A robust academic and personal mentoring system enables the college to create student profiles and identify both advanced and struggling students, offering tailored support as needed. Continuous Internal Assessment and a variety of testing components, such as Group Discussions, Quizzes, Debates and Presentations, closely monitor student progress.

Advanced learners are encouraged to participate in seminars, conferences, workshops and inter-collegiate competitions, where they can present papers and showcase their talents. Additionally, academically inclined students are urged to engage in intercollegiate activities like paper presentations, debates and design competitions.

Merit scholarships are awarded to outstanding students, recognizing their overall academic achievements. Advanced learners are also encouraged to pursue Self-Study courses, further enriching their academic journey. The postgraduate students are also subjected to the process mentioned above. In addition to that, these students are encouraged to conduct research work and/or to take part in capacity-building activities after assessing the inclination of the students.

Both the undergraduate and post graduate advanced students are encouraged to participate in national level seminars and conferences for showcasing their academic talent.

In tandem with academic assessments, the college promotes a positive attitude and competitive spirit among students, nurturing essential qualities like resilience, perseverance and a growth mind-set, empowering students to surmount challenges and thrive in their academic endeavours. Through instilling these values, the college establishes a robust groundwork for monitoring and supporting students' ongoing progress.

By integrating initial evaluations, continuous assessments, mentorship, teacher-student interactions and counselling, the college guarantees that students benefit from comprehensive support, guidance and resources to amplify their academic performance and realize their utmost potential.

File Description	Document
Provide link for additional information	[View Document](#)

2.2.2

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

Response: 34.44

File Description	Document
List showing the number of students in each of the programs for the latest completed academic year across all semesters	[View Document](#)
Certified list of full time teachers along with the departmental affiliation in the latest completed academic year.	[View Document](#)

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 experience and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

St. Xavier's College (Autonomous), Kolkata provides inclusive need-based education for all students including slow and advanced learners. Curricular and co-curricular activities are designed as potential tools to suit the changing trends in higher education.

In addition to conventional lecture methods, the faculty members employ various student-centric approaches that encourage active engagement and promote a deeper understanding of the subjects. These methods include project work, interactive sessions, fieldwork, computer-assisted learning and experimental approaches. On-site experiments, lab-based assignments and instrumentation skills development in various departments enhance students' analytical and technical competencies. Specialized facilities like the Finance Lab and initiatives in data science, analytics and gender studies further broaden students' horizons and equip them with practical skills for the future.

The initiatives taken by the College include:

Experiential Learning:

- Workshops where the students are encouraged to present papers so that they can become the thought leaders for the future
- Seminars where the students participate – the institutional intent is to generate through them refreshingly new thoughts and ideas
- The practical classes, sessions for the science-based subjects; the impact is of implementation of theoretical learning
- Students regularly conduct classroom sessions on topics identified by the professor and cues discussed

- Internship programs with various institutions
- Dissertation
- Industrial Experts talking to students in the events such as 'Enterprise' organized by the Entrepreneurship Development Cell
- Fr. Eugene Lafont Observatory (FELO) - used by the college that has detailed plans to start astronomy-related studies
- Practice Teaching: visits by faculty of the department of Education, students teaching in villages
- Community Services through NSS programs

Participative Learning: Learners are involved in the learning process

- Group projects and paper-writing in groups
- Inter-departmental and intradepartmental collaborative (events & publications) Research (student teachers research papers)
- Industrial Visits
- Social Entrepreneurship (Hult Prize SXC), OnCampus Program 2023
- Ph.D. programs
- Academic programs organised by all societies
- National & International Collaborative programs

These activities promote critical thinking, collaboration and effective communication among students. By actively involving students in the learning process, these methods create an engaging and dynamic classroom environment.

Problem Solving Methodologies:

- Case Studies in all departments teaching social sciences and humanities
- NITI Dialogue: an interdisciplinary international policy webinar
- G20-T20: Macroeconomic Policy Coherence, Global Trade and Livelihoods. The event will bring together scholars, graduate, and post-graduate students from the Department of Economics at the college and also interested students from other academic disciplines and Universities in the city
- Institutional Innovation Council: aims to revolutionize innovation and entrepreneurship in the country through its students.
- "Sansad": It is a Mock Parliament wherein students engage in a support/oppose debate on any political agenda acting as a simulation of the Lok Sabha
- On-site Experiments (visit to Ghoramara island in the Sunderbans)
- Lab based Assignments & Instrumentation Skills in the departments of Physics, Chemistry, Microbiology, Biotechnology, Economics and Computer Science.
- Computational and Analytical Methods used in the departments of Computer Science, Economics, Statistics, Mathematics
- Finance Lab to conduct research studies, workshops, awareness programs for promoting financial literacy
- Data Science & Data Analytics.
- Gender Studies to facilitate awareness and action on gender equality.

The students' active involvement resulting in meaningful experiences serves as a strong motivation to follow the scientific procedure in future undertakings. Problem-solving develops higher level thinking skills, a keen sense of responsibility, originality and resourcefulness are developed, which are much-

needed ingredients for independent study

File Description	Document
Provide Link for Additional Information	**View Document**

2.3.2

The institution adopts effective Mentor-Mentee Schemes to address academics and student-psychological issues

Response:

At St. Xavier's College (Autonomous), Kolkata the mentoring system is implemented to foster a better and more effective relationship between students and teachers. The primary goal of this system is to continuously monitor, counsel and guide students in both educational and personal matters.

At the start of each new semester cycle, each department allots a particular professor in charge of a semester for mentoring. Each mentor for a particular semester takes care of the holistic welfare of the concerned students. The mentor acts as a catalyst, connecting the students who lag in a particular subject, with the concerned professors.

The mentors coordinate with the concerned professors through respective deans to organize remedial classes for slow and weak learners. Each class is conducted in suitable time slots when both the teacher and the student have no regular assigned class. Formal attendance records of the remedial classes are maintained. At the end of each semester, the mentor submits a report which is recorded with concerned authorities.

Advanced Learners are encouraged through research and publications in national and international journals, Participation and presentation in national and international seminars, workshops and conferences, Science Association Exhibitions and participation in national and international exchange programmes (with Institutional MoUs).

The mentoring program since the Covid 19 pandemic has tried to provide mental support and strength to the students to help them in overcoming distress, fear and worry. In this regard, the remedial classes were arranged by the college in the month of September for the 2nd and 3rd Year students. The practical classes were very helpful to the students as reported by them. The College had organized meetings during the pandemic period to discuss matters concerning mentorship in the online mode through Microsoft Teams where all mentors took part regularly. Initially a few students had difficulty attending online classes, which was resolved soon after discussion. The mentors also take special care of the specially abled students by catering to their needs and problems both inside and outside the class.

The Counselling Cell of the college offers personalized guidance to students across all departments. Qualified and experienced counsellors conduct individual counselling sessions at the center, assisting students in resolving any challenges they may encounter. These sessions are client-centered and conducted on a one-to-one basis, with counsellors maintaining a non-judgmental attitude. Confidentiality

is strictly upheld as a legal requirement, providing a safe space for students to address both professional and personal aspirations with enhanced self-awareness, self-esteem, understanding, and focus.

Students may seek support for a range of issues including confidence building, career path selection, decision-making in various aspects of life, overcoming self-doubt, managing peer pressure, and navigating relationship challenges. Through these counseling sessions, students are empowered to confront obstacles and progress towards their goals with confidence and clarity.In addition to the mentoring and counselling system, the college understands the importance of mental and emotional well-being. The college runs a dedicated team who ensures the mental wellness of students, staff, and other stakeholders.

File Description	Document
Provide Link for Additional Information	[View Document](#)

2.3.3

Preparation and adherence of Academic Calendar and Teaching plans by the institution

Describe the Preparation and adherence to Academic Calendar and Teaching plans by the institution.

Response:

St. Xavier's College (Autonomous), Kolkata maintains a meticulously structured academic calendar, published well in advance on the website, guiding all departments in planning and executing activities. Academic Council meetings precede each session to prepare semester plans, comprising 15 weeks, inclusive of teaching and examination days.

Departments assign courses to faculty, who submit detailed lesson plans verified by HODs and communicated to the Internal Quality Assurance Cell (IQAC). Timetables align with the calendar and are accessible online. Regular curriculum monitoring meetings ensure adherence. Course Completion Reports are cross-checked with lecture plans; corrective measures like extra classes are enacted if needed.

Teaching methods extend beyond lectures, incorporating self-learning, presentations, case studies, group discussions, projects, industrial visits and internships. Online content through an e-campus program aids remote learning, while participatory methods engage students actively. Examination notices are posted, with central evaluation and feedback sessions on corrected scripts. Re-evaluation options are available.

Course prerequisites are communicated in advance and question banks aid exam preparation. Lecturers employ diverse teaching methods, encouraging participatory learning through group discussions, quizzes and presentations. Term papers, creative projects and dissertations enrich the curriculum, fostering individual or group work.

During the pandemic, a virtual campus via Microsoft Teams facilitated uninterrupted learning, with

regular classes, uploaded study materials, recorded lectures to mitigate connectivity issues and conducted exams with evaluated scripts and submitted assignments.

St. Xavier's College (Autonomous), Kolkata ensures holistic teaching-learning experiences, adapting seamlessly to pandemic challenges while maintaining educational quality and continuity.

File Description	Document
Provide Link for Additional Information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

Average percentage of full time teachers appointed against the number of sanctioned posts year wise during the last five years

Response: 99

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
240	228	230	225	213

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts).	[View Document](#)
Provide the relevant information in institutional website as part of public disclosure	[View Document](#)
Institutional data in the prescribed format (data template merged with 2.4.3 and 2.4.4)	[View Document](#)

2.4.2

Percentage of full time teachers with Ph.D./D.Sc. / D.Litt./ L.L.D during the last five years

Response: 62.35

2.4.2.1 **Number of full time teachers with *Ph.D./D.Sc. / D.Litt./ L.L.D* during the last five years**

Response: 154

File Description	Document
List of faculty having Ph.D./D.Sc. / D.Litt./ L.L.D along with particulars of the degree awarding university, subject and the year of award per academic year.	[View Document](#)
Institutional data in the prescribed format (data template merged with 3.2.3 and 3.4.2)	[View Document](#)
Copies of Ph.D./D.Sc. / D.Litt./ L.L.D awarded by UGC recognized universities	[View Document](#)

2.4.3

Average teaching experience of full time teachers (Data to be provided only for the latest completed academic year, in number of years)

Response: 15.55

2.4.3.1 **Total teaching experience of full-time teachers as of latest completed academic year**

Response: 3702

File Description	Document
Institutional data in the prescribed format (data template merged with 2.4.1 and 2.4.4)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.4.4

Percentage of full time teachers working in the institution throughout during the last five years

Response: 95.71

2.4.4.1 **Number of full time teachers worked in the institution throughout during the last five years:**

Response: 201

File Description	Document
Institutional data in the prescribed format (data template merged with 2.4.1 and 2.4.3)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1

Average number of days from the date of last semester-end/ year- end examination till the last date of declaration of results during the last five years

Response: 13.8

2.5.1.1 *Number of days from the date of last semester-end/ year- end examination till the declaration of results year-wise during the last five years*

2022-23	2021-22	2020-21	2019-20	2018-19
14	13	13	12	17

File Description	Document
Result Sheet with date of publication	[View Document](#)
Policy document on Declaration of results (if any)	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Exam timetable released by the Controller of Examination	[View Document](#)

2.5.2

Percentage of student complaints/grievances about evaluation against total number appeared in the examinations during the last five years

Response: 0.09

2.5.2.1 **Number of complaints/grievances about evaluation year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
5	0	0	0	6

2.5.2.2 Number of students appeared in the examination conducted by the institution year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2649	2699	2592	2402	2597

File Description	Document
List of students who have applied for re-valuation/re-totaling program wise certified by the Controller of Examinations year-wise for the assessment period.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.5.3

IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA)/Formative Assessment have brought in considerable improvement in Examination Management System (EMS) of the Institution

Describe the examination reforms with reference to the following within a minimum of 500 words

- **Examination procedures**
- **Processes integrating IT**
- **Continuous internal assessment system**

Response:

The management of examinations and the processing of results within educational institutions have undergone significant transformations in recent years, with modern technologies playing a pivotal role in streamlining these processes. St. Xavier's College (Autonomous), Kolkata has embraced technology for managing its examination and result publication procedures through the Controller of Examinations (COE) office. St. Xavier's College (Autonomous), Kolkata has modernized its examination and result processing procedures, leveraging technology to enhance efficiency and accuracy.

The examination process consists of 2 parts:

- Continuous Internal Assessment (CIA)
- Semester Examination.

The process of CIA evaluates our preparedness across the semesters and their readiness for the final examinations. There is a predominant process of conducting the CIA Exams within the pattern of which departmental variations are performed for more accurate suitability. The CIA enables the student and the professor to identify those sections of the syllabus which may require redressal. The various forms of CIA are written examinations, classroom presentations, participation in seminars and workshops, term papers and project writing.

Examination Management System:

- After entering the Service provider's details, the system can send the Appointment letters along with their respective attachments to the faculty members (Internal / External). SMS feature is also available to communicate with the faculty members regarding their appointment.
- COE office deals with a vast number of Subjects and faculty members in every semester examination. Hence the System enables us to Schedule the Moderation work efficiently.
- It also has the feature to alert; in case the Moderation has not been scheduled for the Papers whose exam will be conducted within 15 days.
- Once the QP typing is complete, an SMS is sent to the associated Co-ordinators of the papers for Proof-Reading.
- Answer-Script packets' evaluation and scrutiny work is recorded and monitored on a real time basis.
- Pending Evaluation / Scrutiny list is generated by the system. The concerned faculty members are then communicated via an SMS.
- Based on the exam-related work completed by a faculty member, their associated remuneration is automatically calculated by the system.

Marks Entry / Results Processing System:

This is a customized software.

- Marks Entry is done through a double-entry system, to reduce any possibility of wrong entry. When students complete their assessments, their marks are directly sent to the COE office.
- It's a robust system which can accommodate the different varieties of curriculum running in the college since Autonomy of the College.
- The Results Processing system has various checks and balances to reduce chances of error ensuring the prompt availability of assessment results.

College ERP system:

- Exam-form fill-up is done Online.
- Hall Tickets (Admit Cards) are issued online.
- Semester Mark sheets are available to the Students Online on the same day of the announcement of the Results.
- Students can apply for the Review of the results Online.

Degree Certificate Encryption (Pitney Bowes):

Final Degree certificates are generated with a QR-Code encrypted with a private key.

Another noteworthy aspect is the management of service provider remuneration. The same software that handles other aspects of examination management also calculates and disburses payments to service providers. This automation ensures that the financial aspects of examination management are handled accurately and without delays.

File Description	Document
Upload any additional information	View Document
Provide links as Additional Information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

The institution has stated learning outcomes (programme and course outcome)/graduate attributes which are integrated into the assessment process and widely publicized through the website and other documents and the attainment of the same are evaluated by the institution

Response:

At St. Xavier's College (Autonomous), Kolkata the formulation of syllabi is a meticulous process overseen by the Board of Studies, who play a crucial role in defining learning objectives and expected outcomes for various courses. These objectives serve as the foundation upon which syllabi are crafted, ensuring alignment between course content and desired learning outcomes. The structure of question papers is carefully designed to reflect this alignment, facilitating a comprehensive assessment of students' knowledge and skills.

During the preparation of syllabi, the Board of Studies members play a vital role in setting up the learning objectives and expected learning outcomes for different courses. The syllabi of different courses are then framed keeping in view of these objectives. Further, the question paper structure is so determined that a faithful mapping may be established among the questions and the learning objectives. The whole document is sent to the Academic Council for ratification. Based on these objectives, the teaching and learning strategies are finalized and communicated to the concerned faculty members.

The learning outcomes for each program and courses therein are uploaded on the website so that the students may have a clear idea about the expectation of the courses from them. The Course outcomes are given in the syllabus template itself so that the students as well as the teachers may give proper emphasis on different segments of the syllabus. This, in turn facilitates the students to prepare themselves in an appropriate manner.

The institution conducts the Continuous Internal Assessment (CIA) to evaluate these outcomes based on a part of the syllabus. CIA is a process through which the college measures the preparedness of the students with respect to a part of the syllabus and readies them towards the management of the eventual

semester exam.

During the moderation process for semester examinations, the final question paper is prepared keeping in view of these learning outcomes and it is ensured that all the outcomes are tested through the question paper incorporating their relative weightage. This final question paper is an amalgamation of the question papers prepared by an internal and an external paper setter. Further questions are added whenever required by the moderation board. A mapping of the learning outcomes is also carried out in an elaborate manner – mapping is done for each question and each part of it with one or more outcomes. Both internal and external moderators carry out this process together.

After the examination, the Controller of Examination analyses the data using specialized software. This analysis helps identify any discrepancies in the examination or evaluation system. If any discrepancies are identified, suggestions are noted and implemented in the next examination cycle to improve the overall assessment process. This process essentially includes a measure of attainment of the learning outcomes by the students.

File Description	Document
Provide links as Additional Information	[View Document](#)

2.6.2

Pass percentage of students (excluding backlog students) (Data for the latest completed academic year)

Response: 92.09

2.6.2.1 **Total number of final year students who passed the examination conducted by Institution during the latest completed academic year:**

Response: 2446

File Description	Document
Institutional data in the prescribed format (data template)	[View Document](#)
Certified report from the COE indicating the pass percentage of students of the final year (final semester) eligible for the degree program-wise / year wise	[View Document](#)
Annual report of Controller of Examinations (COE) highlighting the pass percentage of final year students	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.44

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Criterion 3 - Research, Innovations and Extension

3.1 Promotion of Research and Facilities

3.1.1

The institution's research facilities are frequently updated and there are well defined policy for promotion of research which is uploaded on the institutional website and implemented

Response:

St. Xavier's College (Autonomous), Kolkata is set to achieve the next level of excellence through a well-designed Research Policy. To this end, the faculty members are motivated to take up research and publication works with earnest passion. This is to ensure that in due and inevitable course, St. Xavier's College (Autonomous), Kolkata achieves recognition not only as a college that imparts quality education, but also as a college that has outgrown its undergraduate character to evolve into an institution of genuine and meritorious research and development. For supporting high quality research, the college has developed Central Research Facility and Central Instrumentation Facility, sponsored by DST-FIST (under DST, Government of India) and DBT-BUILDER (under DBT, Government of India), respectively. The facilities provide infrastructure for cutting-edge research and the procured instruments are high-end for conducting sophisticated experimental works. The above facilities will be empowering cutting edge research in fields of Physics, Chemistry, Microbiology and Biotechnology and are expected to generate meaningful outputs in interdisciplinary research.

The college also houses a Finance Lab, that aims to equip students, researchers, faculties with a hands-on environment to examine the principles of market structure and learn the software programs which drives the financial market. To further promote research, the college has been awarding Intramural Research Grants to promising researchers. A Research and Development Cell has been set up, to guide the college towards procuring research grants, setting up database on research outputs and for patenting.

The College actively promotes interdisciplinary research collaborations among its departments, facilitating project proposals and grants from national and international research bodies and Memorandum of Understanding (MOU) partners, including industries. To bolster skill development in life sciences, the College has joined the life science sector skill development initiative since February 2020.

A regulatory body, the Ph.D. Cell, oversees Ph.D.-related activities, ensuring the smooth execution of doctoral programs conducted by research scholars across postgraduate and research departments. These programs focus on contemporary issues within respective thrust areas. The Ph.D. Cell ensures the delivery of required doctoral degrees while maintaining high-quality research outputs through regular assessments by the Research Advisory Committee (RAC).

Moreover, the Consultancy Cell of the college is proactive in providing research-based consultancy services to industries and other business firms, further fostering collaboration between academia and industry. This approach not only enhances the research capabilities of the college but also contributes to the practical application of research findings in real-world settings.

File Description	Document
Upload any additional information	[View Document](#)
Provide links as Additional Information	[View Document](#)

3.1.2

The institution provides seed money to its teachers for research

Response: 117.87

3.1.2.1 **Amount of seed money provided by institution to its teachers for research year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
44.25	5.02	11.55	26.18	30.87

File Description	Document
Sanction letters of seed money to the teachers is mandatory	[View Document](#)
List of faculty who have been provided with seed money for research along with the title of the project, duration and amount year-wise	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Audited Income-Expenditure statement highlighting the expenditure towards seed money endorsed by the Finance Officer	[View Document](#)

3.1.3

Percentage of teachers receiving national/ international fellowship/financial support by various agencies for advanced studies/ research during the last five years

Response: 17.81

3.1.3.1 **Number of teachers who received national/international fellowship /financial support by various agencies, for advanced studies / research; year-wise during the last five years**

Response: 44

File Description	Document
List of teachers who have received the awards along with nature of award, the awarding agency etc.	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
E-copies of the award letters of the teachers	[View Document](#)

3.2 Resource Mobilization for Research

3.2.1

Total Grants research funding received by the institution and its faculties through Government and non-government sources such as industry, corporate houses, international bodies for research project, endowment research chairs during the last five years (INR in Lakhs)

Response: 897.51

File Description	Document
List of Extramural funding received for research, Endowment Research Chairs received during the last five years along with the nature of award, the awarding agency and the amount	[View Document](#)
Institutional data in the prescribed format (data template is merged with 3.2.2)	[View Document](#)
Copies of the letters of award for research, endowments, Chairs sponsored by non-government sources	[View Document](#)

3.2.2

Number of research projects per teacher funded by government, non-government , industry, corporate houses, international bodies during the last five years

Response: 0.12

3.2.2.1 **Number of research projects funded by government and non-government agencies during the last five years.**

Response: 29

File Description	Document
List of project titles with details of Principal Investigator, amount sanctioned and sanctioning agency etc	[View Document](#)
Institutional data in the prescribed format (data template merged with 3.2.1)	[View Document](#)

3.2.3

Percentage of teachers recognised as research guides as in the latest completed academic year

Response: 22.27

3.2.3.1 **Number of teachers recognised as research guides as in the latest completed academic year:**

Response: 53

File Description	Document
Upload copies of the letter of the university recognizing faculty as research guides	[View Document](#)
Institutional data in the prescribed format (data template merged with 2.4.2 and 3.4.2)	[View Document](#)

3.3 Innovation Ecosystem

3.3.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

St. Xavier's College (Autonomous), Kolkata provides various facilities to support research activities conducted by faculty members and students, particularly in the Science Departments. These facilities include:

1. Central Research Facility: A dedicated central research facility is available for faculty members and students. This facility is equipped with the necessary resources and infrastructure to support research endeavours.

2. Internet Connectivity: Internet connectivity is provided throughout the campus, ensuring easy access to online research databases, journals, and other digital resources.

3. Computers: Each department is equipped with computers, enabling faculty members to carry out research-related tasks.

4. INFLIBNET Facility: The college provides the facility of INFLIBNET, which is a digital library consortium that offers access to a vast collection of academic resources, including e-books, e-journals, databases, and research publications.

To foster innovation skills among its students, the Institute has established the Entrepreneurship Development Cell (EDC). This initiative encourages student groups to submit innovative entrepreneurship proposals. Upon approval, the college provides a financial boost of Rs. 50,000 to help develop prototypes of these innovative ideas. Additionally, the college's microbiology department has successfully developed bio-fertilizers, which are then distributed to local farmers, promoting sustainable agricultural practices.

Furthermore, the institution has taken steps to promote an innovation culture by becoming a member of the Institution Innovation Council (IIC).

In support of these endeavours, specialized instruments have been procured for the testing of soil health and blood biochemistry parameters. Postgraduate students, under the guidance of faculty members and research scholars, will conduct these tests. This initiative not only enhances the learning experience of students but also contributes to valuable research in the field.

St. Xavier's College (Autonomous), Kolkata is dedicated to nurturing innovation and entrepreneurship among its students by providing financial support, developing practical solutions like bio-fertilizers, and actively participating in initiatives like the Institution Innovation Council. Additionally, the acquisition of specialized instruments for research purposes further enriches the educational experience and contributes to meaningful advancements in various fields.

The Internal Quality Assurance Cell (IQAC) takes feedback to assess the adequacy of the research facilities on campus. The suggestions and recommendations provided by the faculties are duly noted and communicated to the Principal, facilitating continuous improvement in the research infrastructure and resources.

Furthermore, the college has been continuously augmenting resources available to faculty members and students and enriching their research endeavors. Faculty members benefit from Wi-Fi access in their research labs and staff rooms, facilitating seamless research activities and online resource utilization.

Notably, the departments of the College have made substantial contributions to research. They have showcased their research findings in national and international conferences, sharing insights with the academic community. Additionally, these departments have demonstrated their commitment to scholarly work by publishing papers in refereed journals, underscoring their research output and academic excellence.

File Description	Document
Link for Any other additional information	[View Document](#)

3.4 Research Publications and Awards

3.4.1

The Institution ensures implementation of its stated Code of Ethics for research.

The institution has a stated Code of Ethics for research and the implementation of which is ensured through the following:

1. **Inclusion of research ethics in the research methodology course work**
2. **Presence of institutional Ethics committee (Animal, Chemical, Bio-ethics etc.)**
3. **Plagiarism check through software**
4. **Research Advisory Committee**

Response: A. All of the above

File Description	Document
Institutional data in the prescribed format (data template)	[View Document](#)
Copy of the syllabus of the research methodology course work to indicate if research ethics is included	[View Document](#)
Constitution of the ethics committee and its proceedings as approved by the appropriate body	[View Document](#)
Constitution of research advisory committee and its proceedings as approved by the appropriate body.	[View Document](#)
Bills of purchase of licensed plagiarism check software in the name of the HEI	[View Document](#)

3.4.2

Number of candidates registered for Ph.D per teacher during the last five years

Response: 1.06

3.4.2.1 **Number of candidates registered for Ph.D during the last 5 years:**

Response: 56

File Description	Document
Ph.D. registration letters/Joining reports of candidates.	[View Document](#)
Letter from the university indicating name of the Ph.D. student with title of the doctoral study and the name of the guide.	[View Document](#)
Institutional data in the prescribed format (data template merged with 2.4.2 and 3.2.3)	[View Document](#)

3.4.3

Number of research papers published per teacher in the Journals as notified on UGC CARE list during the last five years

Response: 2.89

3.4.3.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

Response: 715

File Description	Document
Institutional data in the prescribed format (data template)	[View Document](#)
Link to the uploaded papers, the first page/full paper (with author and affiliation details) on the institutional website	[View Document](#)

3.4.4

Number of books and chapters in edited volumes published per teacher during the last five years

Response: 1.36

3.4.4.1 **Total Number of books and chapters in edited volumes published during the last five years**

Response: 337

File Description	Document
List of chapter/book along with the links redirecting to the source website	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)

3.4.5

Bibliometrics of the publications during the last five years based on average Citation index in Scopus/ Web of Science

Response: 6.72

3.4.6

Bibliometrics of the publications during the last five years based on Scopus/ Web of Science – h-index of the Institution

Response: 25.5

3.5 Consultancy

3.5.1

Revenue generated from consultancy and corporate training during the last five years

Response: 13.16

3.5.1.1 **Total Amount generated from consultancy and corporate training year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
7.4	3.38	2.38	0	0

File Description	Document
Institutional data in the prescribed format (data template)	[View Document](#)
CA certified copy of statement of accounts as attested by head of the institution	[View Document](#)
Audited statements of accounts indicating the revenue generated through corporate training/consultancy.	[View Document](#)

3.6 Extension Activities

3.6.1

Outcomes of extension activities in the neighbourhood community in terms of impact and sensitizing the students to social issues and holistic development, and awards received if any during the last five years (Showcase at least four case studies to the peer team)

Describe the impact of extension activities in sensitising students to social issues and holistic development with four case studies within a maximum of 500 words

Response:

St. Xavier's College (Autonomous), Kolkata is not just an institution of academic excellence but also a pillar of support and engagement towards the underprivileged rural and urban communities. The institution fosters a sense of responsibility and social awareness among its students by actively promoting community engagement and organizing a variety of extension activities. These endeavours play a pivotal role in sensitizing students towards the needs of the community while contributing to their holistic development.

Case studies:

1. National Service Scheme
2. Unnat Bharat Abhiyan
3. College Alumni Association
4. Government and NGO Collaborations

1. National Service Scheme (NSS)

Established in 1969, the NSS unit in College is a driving force for both urban and rural development. Urban initiatives include annual Blood Donation Camps, where the College collects an impressive average of 600-plus units of blood daily in collaboration with government blood banks. The Shishu Mela, an annual carnival for underprivileged children, involves over 300 student volunteers and fosters understanding between college students and children. The college students get a first-hand experience with underprivileged children that help them understand their struggles and the children, go back motivated, satisfied and empowered.

2. Unnat Bharat Abhiyan (UBA)

Selected as a Participating Institution in 2018, the College has adopted five villages in South 24 Parganas under UBA. The mission of UBA aligns with the College's commitment to identifying development challenges and implementing sustainable solutions for rural communities. Activities under UBA include coordination meetings, village surveys, and initiatives for women and youth empowerment.

3. College Alumni Association

The College Alumni Association (SXCCAA) plays a pivotal role in supporting the college's overall development and philanthropic endeavors. Through medical camps, cataract operations, village school adoption, and various distribution drives, SXCCAA significantly benefits the community. The association's support extends to victims of natural calamities, including the COVID-19 pandemic, and it has sponsored some of NSS's extension activities.

4. Government and NGO Collaborations

Collaborations with government and non-governmental organizations enhance the impact of extension activities. College students engage with NGOs, contributing not only to residents but also to organizational tasks such as report writing, digital poster making, and social media promotions.

Awards and Recognition

The College's dedication to social responsibility has garnered recognition. In 2018, it received the Sabita Gupta Memorial Award from the Association of Voluntary Blood Donors for collecting the highest number of blood units in a single day. The College was also included in the Roll of Honour for conducting 50 Blood Donation Camps till 2018. In 2019, it received additional awards, including the Sabita Gupta Memorial Award, Best NSS Volunteer, and Best NSS Programme Officer from Calcutta University.

In conclusion, St. Xavier's College (Autonomous), Kolkata has demonstrated a steadfast commitment to extension and outreach activities. The establishment of a second NSS Unit by Calcutta University is a testament to the significant contribution made by the existing NSS Unit. These case studies collectively highlight the transformative impact of the College's initiatives on both urban and rural communities, emphasizing its role as a catalyst for positive change.

File Description	Document
Provide the link for additional information	[View Document](#)

3.6.2

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community year wise during the last five years

Response: 94

3.6.2.1 **Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community year wise during the last five years.**

2022-23	2021-22	2020-21	2019-20	2018-19
38	15	14	13	14

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.7 Collaboration

3.7.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years

Response: 69

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc	[View Document](#)
List of year wise activities and exchange should be provided	[View Document](#)
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for

1. **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
2. **ICT – enabled facilities such as smart class, LMS etc.**
3. **Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc.**

Response:

St. Xavier's College (Autonomous), Kolkata boasts an extensive array of infrastructure and physical facilities meticulously designed to foster an environment conducive to effective teaching and learning, as well as to nurture cultural and physical activities. With campuses at both Mother Teresa Sarani and Raghabpur, the institution offers a wealth of resources aimed at enriching the academic and extracurricular experiences of its students. Creation and enhancement of infrastructural facilities for improving the teaching-learning process and extending maximum possible educational amenities to its growing strength of learners is the primary objective of the Institution.

Classroom Infrastructure:

- ICT enabled classrooms having computers, projectors, sound system and wi-fi internet.
- Smart classrooms with smart boards, camera with recording facilities.

Computing Facilities:

Computer Centre and the Central Computing Facilities houses six computer laboratories having for the use of UG students across all departments.

Specialized Computer Laboratories for various departments:

- PG Computer Science
- PG Physics
- PG Data Science
- Finance Laboratory
- Two Multimedia Laboratories with iMac computers
- Two Animation Laboratories with iMac computers and Wacom Pen Tabs
- Classic Animation Laboratory with light boxes and computers
- Audio Room with audio recording and editing facilities
- Light Room with lighting equipment and computers
- Instrument Room for photography and videography with cameras and equipment
- Computer laboratory at Raghabpur campus

- Mass Communication Sound Laboratory
- Mass Communication Editing Laboratory
- Cyber Room for browsing and printing

- Computer Laboratories are equipped with audio-visual, network, internet and printing facilities
- Licensed software in all computers and the College has Campus / Subscription based agreement for required software
- 5 servers
- Laptops for use of faculty, staff
- Smartboards, document camera, digital writing pads and LFDs

Science Laboratories:

- **Physics:**
  - UG Laboratory
  - Three Core Laboratories for PG
  - Observatory for Astro Physics
- **Biotechnology:**
  - Three Core Laboratories
  - Central Instrumentation Facility (Biological Sciences)
- **Microbiology:**
  - Four Core Laboratories
  - Culture Laboratory
  - Tissue culture Laboratory
  - Research Scholars' Laboratory
  - Biosafety Laboratory
- **Chemistry:**
  - UG Laboratory
- **Computer Science:**
  - Hardware and Microprocessor Laboratory
  - Software Laboratory

Education Department Laboratories:

- Physical Science Laboratory
- Life Science Laboratory
- Mathematics Laboratory

Online teaching-learning

Online teaching-learning has become an integral part of the education system at the College. The College used LMS Sikshak and MS-Teams for online classes, assignments, assessments etc. Additionally, MOOC courses are offered by EMRC using the SWAYAM platform on a regular basis. Faculty also develop e-content using the e-content development facility available in the institution.

Sports facilities:

- Ground for Athletics, Cricket, Football and Hockey

- Ground for Volleyball, Throw ball and physical training
- Basketball Court
- Table Tennis Room
- Carom Room
- Chess Stations
- Badminton Court

The College requisitions various off campus arenas for sports practice and to conduct competitions for Squash, Tennis, Swimming, Rowing, indoor Badminton etc.

Facilities for Cultural Events:

- Fr. Depelchin Auditorium
- Aruppe Hall
- Xavier Hall
- Big Parlor
- Small Parlor
- Jubilee Hall
- XADAM (Xaverian Academy of Dance and Music) room

Wellness Centre:

- Gymnasium with latest equipment
- Yoga room for yoga activities and meditation.

Fr. Joris Corner:

It takes care of all the stationary needs including repographic facilities, lamination, spiral binding, personalized items etc. within the campus. College mementoes like T-Shirts, jackets, Nehru coats, files, umbrellas and coffee mugs etc. are available. Every year, new personalised items are added to this collection.

File Description	Document
Provide the link for additional information	[View Document](#)

4.1.2

Percentage of expenditure excluding salary, for infrastructure development and augmentation year wise during the last five years

Response: 0

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format (data template is merged with 4.2.2 and 4.4.1)	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

Automation: Library operations are fully automated using open-source software Koha (Version: 20.11.08.000) through various modules such as members registration, items circulation, materials cataloguing, serials cataloguing, management reports generation, tools, searching materials, acquisition and online support.

RFID based technology: Five (05) RFID enabled staff stations, two self-circulation kiosks and one pair of RFID enabled gate antenna are used for effective and efficient automatic execution of library works. It is supported with bar code technology.

Library Collection: Includes books, rare books (digitised with UNESCO funding), e-books, digital databases, journals, e-journals, CD/DVDs, Reports, PhD theses (hard copies and soft copies), etc.

E-books: from NLIST platform, Oxford University Press, Pearson, e-books from ProQuest, e-books from DELNET, etc.

Rare books for historical research: These are digitised with UNESCO funding.

Digital Databases: CMIE-hosted Prowess IQ and Economic Outlook, ProQuest One Literature, India Business Insight, IndiaStat hosted by Datanet.

E-journals: from Sage, Harvard Business Review, Wall Street Journal, Down to Earth, etc.

Journals: Indian Academy of Sciences, IUP, Indian Journal of Marketing, etc.

Anti-Plagiarism Software: i-Thenticate hosted by Turnitin

Facilities and Services:

1. Library Catalogue Access through Web OPAC: Online query of books, CD/DVDs, reports, e-books, e-journals, journals, PhD theses, etc. is accessible (24x7) within the library premises as well as outside the campus from the library website at www.sxccal.edu via 'My Library' section of Central Library.
2. E-Resource Access Section for Advanced Studies & Research: It is a newly developed state-of-the-art E-Resource Library equipped with tablet computers.
3. Lending service with RFID technology
4. Reference service with spacious air-conditioned reading rooms
5. Scientific arrangement of library materials (based on DDC system and Koha ILMS)
6. Online Books Reservation
7. Online Book Renewal
8. Email alerts for library transactions
9. Shelf guide display for prompt access
10. Open access for users
11. Book Bank Facility
12. Previous Semester Question Papers
13. Reprography Service
14. Document Delivery Service
15. Competitive Exam Corner
16. Career Guidance Books
17. New Arrivals Display at Reference Section
18. Electronic Display Board for library information
19. Display of Faculty Publications
20. Newspapers' Corner
21. Periodical Section
22. Audio Visual Section
23. Self-Circulation Service
24. Access to rare documents
25. Institutional Repository using DSpace open-source software
26. Property Counter
27. Group Study
28. Research Tools
29. E-Attendance for measuring footfalls
30. Online database access within campus
31. Online access to e-journals within campus
32. Remote access to online databases, e-journals, eBooks
33. Institutional Membership
34. Free Book Distribution Service
35. Services for Ex-Student, Alumni/ae
36. Research Scholars Cell for PhD students
37. Faculty Cell for faculty users
38. Cubicle for E-Resource Access

39. CCTV surveillance for security measures
40. Fire extinguishers for safety measures
41. Smoke detection alarm
42. Preservation of library materials
43. Book binding facility
44. Compliance with ISO standards for better accessibility and traceability of library documents.
45. Wi-Fi facility: Library premises are Wi-Fi enabled and fully air-conditioned

The library is open from 08 am to 06 pm to enable students of all three (03) shifts to utilize it optimally. Students also have access to plenty of e-resources.

File Description	Document
Provide the link for additional information	[View Document](#)

4.2.2

Percentage of expenditure for purchase of books/ e-books and subscription to journals/e-journals year wise during the last five years

Response: 0.24

4.2.2.1 **Expenditure for purchase of books / e-books and subscription to journals/e-journals year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
11.25	2.62	2.41	6.63	5.95

File Description	Document
Institutional data in the prescribed format (data template merged with 4.1.2 and 4.4.1)	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA and counter signed by the competent authority (relevant expenditure claimed for purchase of books/ e-books and subscription to journals/e-journals should be clearly highlighted)	[View Document](#)

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The ICT infrastructure at St. Xavier's College (Autonomous), Kolkata is designed to support various aspects of campus operations, teaching and learning, e-governance, security and surveillance. Here's an overview of the key components and initiatives:

General ICT Infrastructure:

- Entirely digital campus to facilitate e-governance
- Campus-wide network with Fibre Optic backbone
- Internet Leased Line with 210 Mbps dedicated 1:1 bandwidth
- Wi-fi campus
- Central Servers
- Central Firewall in HA mode
- Automated Data Backup System
- Digital Display System

Teaching and Learning:

- Central Computing Facility for all students
- Dedicated Computer Laboratories for PG Courses
- Cyber Room
- Cubicles with Internet access for projects and research work
- Computers with internet connectivity and audio-visual system in classrooms
- Video-conferencing system
- Printing facilities
- Reprographic facility
- Laptops for use of students during seminars, presentations etc.
- Computers and laptops in each department for use of faculty members

E-Governance:

- All offices equipped with computers, printers and reprographic facilities
- Each office staff having a dedicated computer
- Network and internet access in all computers
- College ERP for Student Information System
- Online payment system for all kinds of payment
- Online Application and Admission system
- Integrated system for Controller of Examinations office
- Automated accounting and payroll system
- Public Fund Monitoring System for utilization of Government Grants
- Biometric attendance system

Security and surveillance:

- Campus wide CCTV
- Three weeks storage of CCTV footage
- CCTV Monitors with administrators
- Antivirus - Seqrite Endpoint Security
- Firewall with Access User Policies
- Central DATA BACKUP system

Software:

Licenced OS in all computers and licensed software in for all applications and the College has Campus / Subscription based agreement for required software.

Updation of IT infrastructure:

IT (information technology) is growing with the time. The IT infrastructure requires regular up-gradation to keep pace with the changing technology and to provide state of the art facilities to the students. Active updating of software as well as hardware and network facilities. The College prudently plans and implements strategies for up-gradation under the supervision the ICT Resource Management Committee. The plans and strategies are as follows:

- Enhancement of e-learning facilities
- Enhancement of online transaction facilities
- Inter departmental office communication system
- Digital Display System
- Modernized surveillance system
- Virtual Learning Environment
- More number of Smart Class Rooms
- Indigenous ERP system for information management with constant improvement and enhancement
- Implementation of Biometric Attendance for staff
- Smart card based facilities access for students
- Implementation of Green Computing and Green IT strategies

File Description	Document
Provide the link for additional information	[View Document](#)

4.3.2

Student - Computer ratio (Data for the latest completed academic year)

Response: 5.16

4.3.2.1 **Number of computers available for students' usage during the latest completed academic**

year:

Response: 1588

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	[View Document](#)

4.3.3

Institution has dedicated audio visual centre, mixing equipment, editing facility, media studio, lecture capturing system(LCS) and related hardware and software for e-content development

Response:

St. Xavier's College (Autonomous), Kolkata Audio Visual Research Centre (AVRC) began its journey in August 1986. In 1991, the AVRC was upgraded to Educational Media Research Centre (EMRC). EMRCs core activity is the production of educational television programmes, some syllabus-oriented instructional ones and others in documentary format for enrichment of young minds. The programmes cover a large number of subjects from the disciplines of science, technology, humanities, commerce and bio-science. Recently it is concentrating on producing video-lectures, keeping the use of intricate television language to the minimum and concentrating on the teacher and the message. This centre has won several awards for its efforts over the years.

All programmes are being converted into multimedia e-content DVD, augmenting the visual contents with substantial textual content like the entire lecture and commentary, a set of glossary, Frequently Asked Questions (FAQs) and references for convenience. There is also an interactive part including a short quiz and assignments for self-practice. E-learning inputs devised by the centre provide students education at his/her convenience anytime, anywhere. Full-fledged online courses are offered over a prescribed period. So it provides an opportunity for students to interact 'live' with experts through multipoint video-conferencing using the Edusat platform. At the end of the teaching – learning period, the students go through a process of evaluation, involving online tests and assignments.

EMRC often builds a bridge between eminent resource persons based in the city and students from far flung areas of the country by uploading lectures-on-demand through the multicast facility of the Edusat platform. Students not only receive the lectures from their base locations but also the opportunity for a live interaction with the expert. With a view to making the communication process fruitful and useful for students the centre conducts regular research. This includes Formative Research in order to arrive at a suitable format for a programme/series and Summative Research to assess if a programme/series has reached the desired goal on the basis of feedback from viewers.

The Mass Communication and Videography department is equipped with Studio, Sound Laboratory and Editing Laboratory for recording of video lectures. The department has three well-equipped labs for

videography. The shooting studio includes Teleprompters, a multi-camera setup with a talkback facility, switchers, HD cameras, a mixing console and set lights. Additionally, it has 5D Mark IV cameras, Sony XDCAM cameras, a Sony NXCAM camera, a Zoom set, and a TASCAM set with additional light facilities. The editing lab is also well-equipped. It has 12 iMacs, with Final Cut Pro as the primary editing software. It is also equipped with individual headphones and a master screen. The sound lab has a soundproof sound recording studio. It is equipped with condenser microphones, a mixing and recording console, XLR to XLR cables, boom microphones, lapel microphones, TASCAM and Zoom sets. Additionally, it has six PC setups with Digital Audio Workstations installed, using primarily the Nuendo software.

File Description	Document
Provide the link for additional information	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years

Response: 27.22

4.4.1.1 *Expenditure incurred on maintenance of physical facilities and academic support facilities of DDE and total expenditure excluding salary, year - wise, over the last five years (INR in lakhs)*

2022-23	2021-22	2020-21	2019-20	2018-19
846.37	498.91	391.67	792.88	736.64

File Description	Document
Institutional data in the prescribed format (data template merged with 4.1.2 and 4.2.2)	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA and counter signed by the competent authority (relevant expenditure claimed for maintenance of physical facilities and academic support facilities should be clearly highlighted)	[View Document](#)

4.4.2

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

Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities within a maximum of 500 words

Response:

The following items are under comprehensive AMC and are constantly monitored by the ICT Resource Management Committee of the College:

- Computers, Printers, Servers, Laptops, Audio-visual Systems, Campus Network, Campus Wi-Fi, CCTV System, Central Backup System.

Preventive maintenance is carried out for all equipment at regular intervals.

The electrical system is maintained by in house technicians and is inspected at periodic intervals by the electrical authorities. The Lifts are well maintained under annual maintenance contracts and the licenses are regularly renewed. The college has an in-house carpentry with trained carpenters. Fulltime sweepers, plumbers etc. are available in the campus to keep the campus clean and upkeep the facilities. Fulltime gardeners are available to maintain the flora and keep the campus green.

A dedicated Campus Administrator and Campus Manager is appointed by the College for maintaining and upgrading the physical and support infrastructure such as building, elevators, ramps, hygiene rooms, water supply, waste management etc.

Upkeep and up-gradation of the laboratories of the departments is under regular supervision of the faculty members assisted by trained technical support staff. For the laboratories, one of the department faculty members is appointed as the laboratory in-charge. The high-end equipment are under annual maintenance contract and are proactively maintained.

The Central Library and Goethals Library are maintained by a team of dedicated staff who carry out routine inspection and monitor the functioning of all the different aspects of library services including digitization, self-help kiosks and system of accessing the library resources. The books are regularly maintained to keep them in good condition.

The College playground is maintained lush green throughout the year by fulltime support staff. The basket-ball ground and play-fields are maintained in top condition to facilitate various sports and games round the year. Sports equipment is kept in prime condition through proper maintenance.

File Description	Document
Upload any additional information	[View Document](#)
Provide the link for additional information	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 69.89

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
4323	7231	6392	5574	4189

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2

Efforts taken by the institution to provide career counselling including e-counselling and guidance for competitive examinations during the last five years

Response:

St. Xavier's College (Autonomous), Kolkata demonstrates a steadfast commitment to empowering its students with comprehensive career counselling initiatives designed to facilitate informed decisions and foster holistic career development. With a robust mechanism comprising various cells and programs, the

College ensures that students are equipped with the necessary skills, knowledge, and resources to navigate their career paths successfully. St. Xavier's College (Autonomous), Kolkata is committed to providing career counselling initiatives that can help students make informed decisions about their career paths. The College has a robust mechanism including Placement Cell, Entrepreneurial Development Cell, career-oriented programmes (COP), which provide students with a wide range of career opportunities. These cells organize workshops and training programs that can help students gain practical knowledge and skills that are essential for their career growth.

The College's Placement Cell provides guidance and support to students in securing job opportunities. They provide information about job vacancies, arrange campus interviews, and conduct mock interviews to help students prepare for their job interviews. The placement cell also provides training on resume writing, and other soft skills that are essential for job seekers. St. Xavier's College (Autonomous), Kolkata also has an Entrepreneurship Development Cell (EDC) that helps students develop an entrepreneurial mindset. The EDC organizes workshops on entrepreneurship and regularly collaborates with the Placement Cell.

By creating an efficient channel comprising students, entrepreneurs, investors, mentors, venture capital firms and industry experts, the EDC strives to create an avenue for students to sharpen their business acumen and skills through competitions and interactive speaker sessions. The EDC fund provides monetary support to aspiring student entrepreneurs.

The College offers a wide range of career-oriented certificate courses that can help students gain specialized knowledge and skills in their respective fields. These courses provide practical knowledge and hands-on experience, making students job ready. The certificate courses are offered in areas such as marketing and management, human resource management, mass communications and public relations.

St. Xavier's College (Autonomous), Kolkata also provides training for NET and SET and other government exams. The NET & SET Guidance Centre was started in 2018. The college has a dedicated faculty team that provides coaching and guidance to students. The college also organizes mock tests and provides feedback on the students' performance, which helps students identify their strengths and weaknesses.

At St. Xavier's College (Autonomous), Kolkata, career counselling is deeply intertwined with mentoring, an essential component facilitated by faculty members with industry experience. These mentors offer invaluable guidance to students, helping them assess their strengths and weaknesses, providing constructive feedback, and suggesting avenues for improvement. Moreover, mentors offer insights into career opportunities, industry trends, and the importance of networking.

In addition to faculty mentoring, leadership training programs are administered by organizations like the National Service Scheme (NSS), All India Catholic University Federation (AICUF), and the Leadership Training Service (LTS). These initiatives are designed to cultivate students' leadership abilities and promote personal and professional development.

St. Xavier's College (Autonomous), Kolkata further enriches students' employability through a diverse array of courses and programs aimed at equipping them with relevant skills and nurturing leadership qualities. By fostering a holistic approach to education, the college empowers students to excel in their chosen careers and make meaningful contributions to society.

File Description	Document
Provide the link for additional information	[View Document](#)

5.1.3

Following capacity development and skills enhancement activities are organised for improving students' capability

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)
4. Awareness of trends in technology

Response: A. All of the above

File Description	Document
Report with photographs on programmes conducted for awareness of trends in technology	[View Document](#)
Report with photographs on programmes/activities conducted to enhance soft skills, Language & communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: B. Any 3 of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)
Proof related to Mechanisms for submission of online/offline students' grievances	[View Document](#)
Proof for Implementation of guidelines of statutory/regulatory bodies	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Annual report of the committee monitoring the activities and number of grievances	[View Document](#)

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 86.95

5.2.1.1 **Number of outgoing students placed and progressed to higher education during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
2360	2423	2408	2001	2055

File Description	Document
Institutional data in the prescribed format (data template)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2.2

Percentage of students qualifying in state/ national/ international level examinations out of the graduated students during the last five years

(eg: NET/SLET/ Civil Services/State government examinations etc.)

Response: 6.52

5.2.2.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/SLET/Civil Services/State government examinations etc.) year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
94	470	46	39	195

File Description	Document
List of students qualified year wise with details of examination and links to Qualifying Certificates of the students taking the examination	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

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 events during the last five years

Response: 45

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at University / state / national / international level events (award for a team event should be counted as one) year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
15	18	4	6	2

File Description	Document
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)

5.3.2

Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution.

Describe the Student Council activity and students' role in academic & administrative bodies within a maximum of 500 words

Response:

The Student's Council is an elected body that is chosen to represent the entire body of students in the College through a polling process. In the absence of an election, as was the case during the pandemic, the members of the Working Committee were nominated for the academic year. The role of a students' body in an educational institution is participatory in nature as it facilitates the implementation of the institutional policies and fosters an environment of socio-cultural engagement within and beyond the curriculum. The Student Council encourages and actively supports student participation in academic seminars, conferences and workshops, inter-college events organized by the departments. In academic programmes students act as volunteers and participants and thereby enrich the proceedings of the same. All cultural societies of the College have an elected Student secretary along with Core Committee comprising student members. The Secretary and Committee members help organize cultural events, coordinating various activities of the Council involving the larger student body. They effectively contribute to the enrichment of the academic and co-curricular culture of the institution. The Students' Council is responsible for organizing the flagship inter-college event of the College, Xavotsav.

The Students' Council has a voice in the structural and learning developments introduced in the College as they participate in the Academic and Administrative Audits regularly conducted by the College. The Council represented by the General Secretary and the Class Coordinators interact with the team of auditors and provide their feedback about the facilities and services of the College. The Xaverian Parliament, as it is formally known is convened by the Principal of St. Xavier's College (Autonomous), Kolkata, Rev. Dr. Dominic Savio, S.J., the Vice Principals, and other administrative heads of the institution who sit with the students.

The responsibilities of the Students' Council are enumerated below:

1. Active Participation and Opinion in the Academic and Administrative Bodies

2. Organizing events for the various Departments

3. Organizing events for the Cultural Societies

4. Active Participation and Feedback in the Academic and Administrative Audits

The Students' Council has their representation in various academic and administrative bodies as listed below:

1. IQAC- Internal Quality Assurance Cell

2. DC- Disciplinary Committee

3. RTCC- Remedial and Tutorial Care Committee

4. ICC- Internal Complaints Committee

5. DCC- Dress Code Committee

6. EOC- Equal Opportunity Cell

7. DMC- Disaster Management Committee

8. GCC- Students' Grievance Cell Committee

9. SOPC- Social Outreach Programme Committee

10. PCAC- Placement Cell Advisory Committee

11. CC- Canteen Committee

12. UBA- Unnat Bharat Abhiyan Cell

The Students' Council has a representation in the following Cultural Societies:

1. The English Academy

2. Fine Arts Society

3. Xaverian Quizzing and Debating Society

4. Xaverian Commerce Society

5. Xavier's Management Society

6. Xaverian Film Academy

7. Xaverian Sociological Society

8. Bengali Literary Society

9. Hindi Literary Society

10. Xaverian Academy of Dance and Music

11. Xaverian Theatrical Society

12. Xavier's Finance community

13. Consultancy Club

File Description	Document
Provide the link for additional information	[View Document](#)

5.3.3

The institution conducts / organizes following activities:

1. **Sports competitions/events**
2. **Cultural competitions/events**
3. **Technical fest/Academic fest**
4. **Any other events through Active clubs and forums**

Response: A. All four of the above

File Description	Document
Report on Sports, Cultural competitions/events, Technical/academic fests, Any other events through active clubs and forums along with photographs appropriately dated and captioned (whichever is applicable)	[View Document](#)
List of students participated in different events year wise signed by the head of the Institution	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Copy of circular/brochure indicating such kind of activities.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.4 Alumni Engagement

5.4.1

Total Amount of alumni contribution during the last five years (INR in lakhs) to the institution through registered Alumni association:

Response: 299.52

5.4.1.1 **Total Amount of alumni contribution during the last five years (INR in lakhs) to the institution year wise through registered Alumni association:**

2022-23	2021-22	2020-21	2019-20	2018-19
102	89.45	58.32	33.5	16.25

File Description	Document
List of alumnus/alumni with the amount contributed year-wise	[View Document](#)
Annual audited statements of accounts of the HEI highlighting the Alumni contribution duly certified by the Chartered Accountant/Finance Officer	[View Document](#)

5.4.2

Alumni contributes and engages significantly to the development of institution through academic and other support system

Describe the alumni contributions and engagements within a maximum of 500 words

Response:

The Alumni Association of our esteemed institution serves as a cornerstone in nurturing and fortifying the bonds between former students and the current generation. Its significance lies not only in preserving the rich legacy of the institution but also in paving the way for its promising future. With a robust set of objectives, the Alumni Association actively contributes to the holistic development of both the institution and its members.

Central to its mission is the promotion of close relations between the institution and its alumni, as well as among the alumni themselves. This sense of camaraderie and connectedness cultivates a supportive and enduring network that transcends graduation, benefiting both the alumni and the institution. By fostering friendly relations among all members of the alumni body, the Association instills a shared interest in the affairs and well-being of the Alma Mater, ensuring its continued growth and progress.

Acting as a conduit for the dissemination of information, the Association keeps alumni abreast of the latest developments at the institution, including updates on graduates, faculties and students. This exchange of information not only fosters a sense of belonging but also allows alumni to stay connected with their peers, thereby strengthening the fabric of the alumni community.

Moreover, the Association initiates and develops programs tailored to the needs and interests of its members. These programs encompass a wide range of activities, including career development workshops, educational seminars and networking events, aimed at enriching the lives of alumni and providing them with valuable resources for personal and professional growth. Additionally, the Association lends its support to the institution by spearheading fundraising efforts for development projects, ensuring that future generations of students benefit from enhanced facilities and resources.

For recent graduates, the Association plays a pivotal role in guiding them through the transition from academia to the professional world. Seasoned alumni offer invaluable insights, mentorship and networking opportunities, facilitating meaningful employment and productive engagements beneficial to society.

Furthermore, the Association takes on the responsibility of organizing and coordinating reunion activities, providing alumni with opportunities to reconnect, reminisce and express gratitude to their Alma Mater. These gatherings serve as a celebration of shared experiences and a testament to the enduring bonds forged during their time at the institution.

Beyond being a mere social club for former students, the Alumni Association acts as a dynamic and indispensable component within the institution's ecosystem. By collecting, publishing and disseminating relevant information to alumni and their alma mater, the Association ensures that all members stay well-informed and engaged. It serves as a vital link supporting the institution's growth and nurturing relationships, thereby contributing significantly to its esteemed reputation and fostering a sense of community among its members.

In summary, through its well-defined objectives and dedicated efforts, the Alumni Association of St. Xavier's College (Autonomous), Kolkata plays a pivotal role in maintaining the institution's legacy of excellence and the success of its graduates. With a commitment to fostering lifelong connections and supporting the holistic development of its members, the Association continues to uphold its vital role in bridging the past with the present and in shaping the future of the institution.

File Description	Document
Provide the link for additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

St. Xavier's College (Autonomous), Kolkata rooted in the philosophy of Jesuit Education, embodies the principles of AMDG (Ad majorem Dei gloriam - for the greater glory of God) and "MAGIS" (for the better/greater), ensuring that all aspects of teaching, learning, research and extension services are aligned towards the pursuit of excellence and service to others. Guided by a commitment to social justice and inclusivity, the college places special emphasis on uplifting marginalized sections of society, irrespective of caste, creed, religion, gender or physical ability.

The college's governance and leadership are guided by a robust value framework, which encompasses various principles aimed at fostering academic excellence, social responsibility, integrity, innovation and leadership development. Through institutional innovation practices and establishment of the Institutional Innovation Council guided by the Ministry Department of Education, Government of India, the college fosters a culture of continuous improvement and creativity.

Social concern is not merely theoretical but translated into action, with initiatives aimed at enhancing the quality of life both within the college community and in the society at large. Integrity, perseverance and transparency are instilled in students, preparing them to navigate ethical challenges with integrity. Creativity and innovativeness are encouraged across all endeavors, fostering a spirit of entrepreneurship and problem-solving.

Leadership development is a key focus, with students empowered to become agents of social change and contribute to shaping a better future. Discipline, teamwork and collaboration are promoted, creating a supportive environment for personal and collective growth. Education is delivered with a human touch, recognizing the importance of empathy and compassion in the learning process.

Effective governance, aligned with the college's vision and mission has propelled St. Xavier's College (Autonomous), Kolkata into a nationally acknowledged, multifaceted institution. Multidisciplinary research is given special attention, reflecting the college's commitment to addressing complex societal challenges through interdisciplinary collaboration.

In line with the National Education Policy 2020, the college has adopted a structured approach to implementation, including awareness programs for stakeholders, curriculum development and meticulous planning for execution. The institution's activities for the academic year are geared towards aligning with the NEP, ensuring a seamless transition towards its objectives.

Decentralization and participation are key principles in the college's administration, ensuring quality

management through the involvement of all stakeholders in major policy decisions. Transparency, accountability and clear delegation of duties promote a culture of trust and collaboration among staff, students and administration.

The Principal, as the head of the institution, guides the implementation of decisions while delegating responsibilities to various departments and faculty members. Lay leadership and participation are promoted, with faculty involvement in academic and policy decisions, ensuring that administrative planning is well-coordinated and reflective of the college's values and ethos.

The above mentioned initiatives have ensured sustained institutional growth of the College. St. Xavier's College (Autonomous), Kolkata, thus stands as a beacon of excellence, service and inclusive education, embodying the spirit of Jesuit principles in all its endeavours.

File Description	Document
Provide the link for additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies are effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

In keeping with its institutional perspective plan, St. Xavier's College (Autonomous), Kolkata has embarked on a journey of academic and infrastructural expansion while maintaining a steadfast commitment to quality education.

Over the years, the institution has witnessed remarkable growth, as evidenced by the introduction of new courses at both the undergraduate and postgraduate levels, along with several PhD programs. Preparations are underway for further extension to include programs of contemporary relevance that assure high employability of students. The College is developing newer forms and formats of teaching learning and evaluation with more stress on multimodal teaching, additional reforms in the examination process and so on.

Having already established the School of Social Sciences, Research and Development Cell and Centre for Gender Studies, the institution is now working on the creation of more such schools such as School of Management. Faculty members are constantly encouraged to publish quality articles in reputed journals to further augment the institutional h-index. The commitment to extending academic opportunities to greater sections of society is exemplified by its initiatives, particularly at the Raghabpur Campus, which serves as the rural face of St. Xavier's College (Autonomous), Kolkata. With predominantly girl students, benefiting from educational services, the institution ensures inclusivity and access to quality education for the underprivileged and marginalized segments of society.

In line with its commitment to community engagement and outreach, St. Xavier's College (Autonomous), Kolkata actively participates in initiatives such as the National Service Scheme (NSS), furthering the targets set by the Unnat Bharat Abhiyan (UBA) of the Government of India. Through NSS activities and outreach programs, the college reaches out to six adopted villages, contributing to community development and social empowerment. We are also contemplating more and varied forms of extension activities.

The College is planning more student-oriented activities and programs with respect to placement readiness. The idea of using social media for tracking students' is also being mulled.

The institution's governance structure ensures forward-looking strategies, effective decision-making and implementation of policies. Regular meetings of the Governing Body, Academic Council, Board of Studies and other statutory bodies facilitate discussions on academic matters, setting realistic goals and targets and reviewing performance with follow-up action. Adherence to various regulations and guidelines related to higher education, affiliating university and governmental bodies is ensured, maintaining transparency and accountability in administrative processes.

Faculty members, along with Vice-Principals, Deans and Heads of Departments, play pivotal roles in enacting action plans derived from decision-making activities. The Controller of Examinations oversees exam-related activities with a focus on academic integrity, while support staff, committees, societies and facilities contribute to the smooth execution of policy decisions and core-process-related activities.

The institution's alumni form a pillar of support, contributing to its development and growth. Stakeholders provide valuable feedback, signaling the quality perception of the institution and aiding in continuous improvement efforts. Through collaborative efforts and a shared commitment to excellence, St. Xavier's College (Autonomous), Kolkata continues to thrive as a leading educational institution, dedicated to serving society and fostering holistic development.

File Description	Document
Provide the link for additional information	[View Document](#)

6.2.2

Institution implements e-governance in its operations. e-governance is implemented covering the following areas of operations:

1. **Administration including complaint management**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examinations**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

St. Xavier's College (Autonomous), Kolkata, is renowned not only for its academic excellence but also for its unwavering commitment to the well-being and professional development of its teaching and support staff. The institution recognizes the importance of fostering a supportive and thriving college community and as such, has implemented a range of measures to ensure the welfare and career progression of its staff members.

Staff Welfare Measures:

1. Statutory Benefits: Teaching and support staff are provided with all statutory welfare benefits as prescribed by government rules and regulations. Additionally, special allowances are allocated to assist staff members during emergencies, ensuring their financial stability and security.

2.Health Facilities: The college offers comprehensive health facilities, including the services of a qualified nurse during working hours, regular medical check-ups for staff and assistance to underprivileged employees. These measures prioritize the physical well-being of staff members.

3. Welfare Schemes: Various welfare schemes are available for both teaching and non-teaching staff, including health insurance and ESI coverage, as well as loans and advances without interest, facilitating financial support and stability.

4. Pandemic Support: Special welfare measures were implemented during the pandemic, including vaccination camps, medical assistance and financial support, underscoring the institution's commitment to staff well-being during challenging times.

5. Appreciation: Staff members are recognized for their long-standing service, with appreciation extended to those who have completed 25 years of dedicated service to the institution.

6.Tiffin Allowance: Support staff are provided with tiffin allowances, acknowledging their contributions and ensuring their comfort during work hours.

7. Teacher Recognition: Teachers are honored at Teachers Day celebrations, acknowledging their invaluable contributions to the academic community.

8.Health and Safety Measures: In-house drinking water quality testing is conducted regularly, ensuring a safe and healthy environment for staff members. Additionally, a 24-hour ambulance service is available on campus, prioritizing staff safety and well-being. Hand sanitizers are also provided, particularly during the COVID-19 pandemic, to maintain hygiene and prevent the spread of infections.

St. Xavier's College (Autonomous), Kolkata prioritizes the maintenance and enhancement of the quality of service provided by its staff members. To achieve this objective, the college implements various measures aimed at continuously monitoring and appraising staff performance:

1. Annual Feedback: The college collects annual feedback from all stakeholders, including students, parents, alumni and academic peers. This feedback serves as the basis for performance appraisal of both teachers and support staff. The performance appraisal system for teachers' promotion follows all prescribed rules of the UGC.

2. Scientific Analysis: Feedback received from stakeholders is analyzed in a scientific manner to identify areas for improvement and to take necessary corrective measures. This ensures that performance appraisal processes are data-driven and objective.

3. Research and Publication: Faculty involvement in multidisciplinary and collaborative research, publications and consultancy is considered during performance appraisal. This emphasizes the importance of academic scholarship and contributions to the field.

4. Co-curricular Activities: In addition to core academic responsibilities, faculty involvement in co-curricular activities is also taken into account during performance appraisal. This recognizes the holistic role that faculty members play in the college community.

File Description	Document
Provide the link for additional information	[View Document](#)

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 73.33

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

2022-23	2021-22	2020-21	2019-20	2018-19
192	128	155	182	165

File Description	Document
Policy document on providing financial support to teachers	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	[View Document](#)
Audited statement of account highlighting the financial support to teachers to attend conferences/workshops and towards membership fee for professional bodies	[View Document](#)

6.3.3

Percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDPs)/ Management Development Programmes (MDPs) during the last five years

Response: 84.03

6.3.3.1 **Total number of teachers who have undergone online/ face-to-face Faculty Development Programmes (FDP)/** *Management Development Programs (MDP)* **during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
205	195	176	189	177

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	[View Document](#)
Institutional data in the prescribed format (data template)	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institutional strategies for mobilisation of funds other than salary and fees and the optimal utilisation of resources

Describe the resource mobilisation policy and procedures of the Institution within a maximum of 500 words

Response:

St. Xavier's College (Autonomous), Kolkata has established various committees and processes to ensure effective financial management and accountability. Here are some key points related to the college's financial procedures:

1. Finance Committee and Budget Preparation: The Finance Committee prepares the annual budget, which is then approved by the committee. This budget outlines the expected income and expenditure for the year, providing a financial framework for the college's operations.

2. Reconciliation and Monitoring: At the end of each quarter, a reconciliation statement of the budgeted income and expenditure is prepared and submitted to the Principal. The Principal personally monitors and regulates the financial activities based on these statements.

3. Purchase Committee: The college has a purchase committee that approves major purchases before they are made. This committee ensures that the procurement process is transparent, efficient and in line with budgetary considerations.

4. Quotations and Approval Process: For major repair work or expenses, the college obtains quotations that are scrutinized by the Minister's Office. The Principal then reviews and approves the expenditure. This process ensures cost-effectiveness and proper scrutiny of expenses.

5. Approval Authority: Expenses up to Rs. 5000 can be approved by the respective Vice Principals or the Treasurer of their own departments. Expenses beyond Rs. 5000 require approval from the Principal. Each voucher is scrutinized by the Principal's Office using the "Pay Track" software system to prevent duplicate payments.

6. Dual Signatory Requirement: Any cheque exceeding Rs. 25,000 must be signed by two authorized signatories. This dual signatory requirement adds an additional layer of accountability and financial control.

7. Requisition Approval: Departments are required to submit requisition slips for regular recurring expenses, which need to be approved by the Principal before the purchase is made. This ensures that expenditures are authorized and aligned with departmental requirements.

8. Fund mobilization is ensured through fees collected from students, government and private grants, conducting various courses outside the curriculum, consultancy work, renting of office space for a

nationalized bank, rent from use of the college auditorium, conducting professional exams on Sundays, Alumni and philanthropists' contributions.

9. The funds of the College are utilized optimally on students' education, physical and academic infrastructure augmentation, promotion of research, staff salary, staff welfare programs, extension activities and on various other education-related programs of the college

These financial procedures and controls aim to maintain transparency, accountability and efficient management of financial resources at St. Xavier's College (Autonomous), Kolkata.

File Description	Document
Upload any additional information	[View Document](#)
Provide the link for additional information	[View Document](#)

6.4.2

Funds / Grants received from government bodies, non-government bodies, and philanthropists during the last five years (not covered in Criterion III and V)

Response: 181.18

6.4.2.1 **Total Grants received from government/non-government bodies, philanthropists year wise during last five years** *(not covered in Criterion III and V)* **(INR in Lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
8.16	9.82	4.41	98.53	60.26

File Description	Document
Institutional data in the prescribed format (data template)	[View Document](#)
Copy of the sanction letters received from government/ non government bodies and philanthropists	[View Document](#)
Annual audited statements of accounts highlighting the grants received	[View Document](#)

6.4.3

Institution regularly conducts internal and external financial audits regularly

Enumerate the various internal and external financial audits carried out during the last five years with the mechanism for settling audit objections within a maximum of 500 words

Response:

The College has a well-established mechanism for both internal and external audits, which play a crucial role in ensuring accountability, transparency and the overall quality of institutional programs. Here are some key points related to the audit processes at St. Xavier's College (Autonomous), Kolkata:

1. Internal Audit: The College appoints an Internal Auditor who is responsible for conducting internal audits. The Internal Auditor is appointed by the Secretary of the Governing Body. Their role is to review financial records, processes and procedures to ensure compliance, accuracy and efficiency.

2. External Audit: The College also undergoes external audits conducted by an External Auditor appointed by the Department of Higher Education, Government of West Bengal. The External Auditor is an independent entity that evaluates the financial records, statements and practices of the College.

3. Audit Objections: The College proudly mentions that there have been no major audit objections raised either by the Internal Auditor or the External Auditor. This indicates that the College has maintained good financial practices and complied with relevant regulations and standards.

4. Academic Audit: In addition to financial audits, the College conducts academic audits to assess the quality and effectiveness of its academic programs. This is done by a team of external experts, which may include former principals of government colleges, professors from renowned universities and representatives from the industry. The academic audit evaluates various aspects, such as curriculum design, teaching methodologies, assessment practices and student performance.

5. Departmental Academic Audit: The respective Boards of Studies within the College conduct departmental academic audits. These audits focus on reviewing the academic functioning of individual departments, including curriculum relevance, faculty expertise, infrastructure and student outcomes.

6. Review Meetings: The Principal of the College meets with the departments regularly, at least once a semester, to conduct academic reviews. Additionally, sub-councils, Teachers Council and the Core Committee also play a role in reviewing academic functioning, student performance and the overall evaluation system.

7. Feedback and Reporting: The President of the Founder Body visits the College annually to gather feedback from teaching and non-teaching staff. This feedback, along with the findings from various audits and reviews, is compiled into a report that provides insights into the overall academic functioning of the College.

By conducting audits, both financial and academic, the College aims to continuously improve the quality of its institutional programs, ensure compliance with regulations and enhance overall effectiveness and efficiency in its operations.

File Description	Document
Provide the link for additional information	[View Document](#)

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC)/ Internal Quality Assurance System (IQAS) has contributed significantly for institutionalizing the quality assurance strategies and processes, by constantly reviewing the teaching-learning process, structures & methodologies of operations and learning outcomes, at periodic intervals

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes visible in terms of –

- **Incremental improvements made for the preceding five years with regard to quality (in case of first cycle)**
- **Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives (second and subsequent cycles)**

Describe two practices institutionalized as a result of IQAC initiatives within a maximum of 500 words

Response:

The Internal Quality Assurance Cell (IQAC) at St. Xavier's College (Autonomous), Kolkata plays a vital role in ensuring continuous quality monitoring and improvement. Here are the key aspects of IQAC's functioning and its role in quality assurance:

1. Composition of IQAC: The IQAC consists of senior faculty members and external experts who bring valuable perspectives and expertise to the quality assurance process.

2. Feedback and Data Review: At the end of each semester, the IQAC reviews feedback and data points collected from various stakeholders, including students, parents and alumni. This feedback helps identify areas of improvement and suggestions are noted for further action.

3. Communication with Principal: The IQAC communicates the suggestions and findings to the Principal, who plays a crucial role in decision-making and implementation of quality enhancement measures.

4. Planning and Review: The IQAC reviews the academic and infrastructural requirements of different departments and committees, helping in the planning process for the upcoming semester. Any purchase requirements for infrastructure or academic resources are communicated to the management for consideration.

5. Feedback from Parents and Alumni: The IQAC considers feedback received from parents and alumni,

as their perspectives and experiences contribute to the overall quality assessment and improvement efforts.

6. Review of Results: The IQAC conducts a comprehensive review of academic results to assess the performance and identify areas that need attention and improvement.

7. Feasibility Study for New Courses/Programmes: Before the introduction of new courses or programmes, the IQAC reviews the feasibility study report prepared by the respective department to ensure the viability and quality of the proposed initiatives.

8. Guidelines for Evaluation: The IQAC provides guidelines for formative and summative evaluation methods, ensuring that faculty members determine the intended educational outcomes of their academic programmes and activities.

9. Student Feedback Assessment: The IQAC plays a role in assessing and evaluating student feedback, both academic and non-academic, on various aspects of the college. This helps in identifying areas of improvement and addressing student concerns effectively.

10. Yearly Reviews and External Audit: The IQAC conducts yearly reviews of academic and administrative departments within the college. Additionally, external experts conduct annual academic audits to evaluate the overall functioning and quality of the institution.

11. External Reviews: As part of the autonomy process, the college conducts a review every three years and the University Grants Commission (UGC) conducts a review every six years. These external reviews contribute to the quality assurance process and help in maintaining the standards set by regulatory bodies.

Overall, the IQAC ensures a systematic and continuous approach to quality assurance, monitoring and improvement, contributing to the overall academic excellence and growth of St. Xavier's College (Autonomous), Kolkata.

File Description	Document
Provide the link for additional information	[View Document](#)

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

Describe any two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC within a maximum of 500 words each.

Response:

Faculty members play a crucial role in determining the intended educational outcomes of their academic programs and activities. By setting clear learning objectives, they define the knowledge, skills and

competencies that students should acquire during their courses or programs. These intended outcomes serve as a guide for designing curriculum, selecting teaching methodologies and assessing student performance.

To ensure the quality of education provided to students, the faculty engages in various activities and collaborations within the institution. Here are some key elements involved in the process:

1. Regular Departmental Meetings: The head of the department organizes regular meetings to discuss and monitor the teaching-learning process. These meetings provide an opportunity for faculty members to share their experiences, exchange ideas,and address any issues or concerns.

2. Continuous Internal Assessment (CIA): Faculty members employ various modes of continuous internal assessment to evaluate the learning outcomes of students. These assessments can include assignments, quizzes, projects, presentation and examinations conducted throughout the semester.

3. Interactions with Fellow Faculty: Faculty members engage in regular interactions with their colleagues, both within their own department and across other departments. These interactions foster collaboration, sharing of best practices and collective efforts to enhance the teaching-learning process.

4. Assessment by Vice Principals and Deans: Towards the end of the semester, the performance of students in the CIA is assessed by the vice principals and deans. This assessment helps in identifying any gaps in the learning process and determining appropriate measures to address them.

5. Support for Weak Students: Throughout the semester, faculty members identify students who may be struggling academically and provide them with additional support and guidance. This ensures that the needs of all students, including those who require extra attention, are adequately addressed.

6. Online Teaching-Learning Evaluation: Final year students participate in an online teaching-learning evaluation, where they provide feedback on the pros and cons of the entire system. Their input helps in understanding the effectiveness of the teaching methods and identifying areas for improvement.

7. Review by Core Committee: A Core Committee, comprising faculty members and administrators periodically reviews the entire teaching-learning system. This review process aims to assess the overall effectiveness of the system and make necessary adjustments or enhancements.

8. Review by IQAC and Academic Council: The Internal Quality Assurance Cell (IQAC) and the Academic Council continuously review the teaching-learning process to ensure the delivery of quality education. They consider various factors such as feedback from parents and alumni, review of results and feasibility study reports for the introduction of new courses or programs.

In summary, faculty members take the responsibility of determining the intended educational outcomes of their academic programs. Through continuous assessment, departmental meetings, interactions with fellow faculty and various reviews by stakeholders, they strive to provide quality education and continuously improve the teaching-learning process.

File Description	Document
Provide the link for additional information	[View Document](#)

6.5.3

Institution has adopted the following for Quality assurance*:

1. **Academic and Administrative Audit (AAA) and follow up action taken**
2. **Conferences, Seminars, Workshops on quality conducted**
3. **Collaborative quality initiatives with other institution(s)**
4. **Orientation programme on quality issues for teachers and students**
5. **Participation in NIRF and other recognized ranking like Shanghai Ranking, QS Ranking Times Ranking etc**
6. **Any other quality audit recognized by state, national or international agencies**

Response: B. Any 4 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period	[View Document](#)
NIRF report, AAA report and details on follow up actions	[View Document](#)
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

St. Xavier's College (Autonomous), Kolkata guided by its mission to shape students as "Men and Women for Others," has consistently demonstrated its commitment to fostering a gender-sensitive approach within its academic and social environment. This dedication to gender sensitivity is deeply ingrained in the fabric of the Xaverian culture and extends far beyond mere lip service. It encompasses various facets of the college experience, ensuring that students are not only educated in the classroom but are also equipped to understand and address the complexities of gender equity and related issues they encounter in their everyday lives.

Within the academic sphere, St. Xavier's College (Autonomous), Kolkata has an integrated gender sensitivity into its curriculum. This approach goes beyond theoretical discussions; it empowers students with practical knowledge and applications that are relevant to their lived experiences. By incorporating gender-related content into different academic disciplines, the college equips its students to comprehend and engage with the multiple dimensions of gender equity and related societal challenges.

The commitment to gender sensitivity doesn't stop at the classroom door. St. Xavier's College (Autonomous), Kolkata has created a holistic approach to addressing these issues by organizing a wide range of workshops, programs and events that promote gender sensitivity. Different departments and societies within the college play active roles in this endeavor, hosting conferences, seminars, webinars and lecture series focused on gender-related topics. These events provide students with opportunities to engage in meaningful discussions, learn from experts, and gain a deeper understanding of gender issues.

The Xaverian Centre for Equality and Liberty, affectionately known as XCEL, plays a pivotal role in advancing the college's mission of gender sensitivity. XCEL conducts lectures and interactive sessions specifically designed to motivate and empower students. These sessions equip students with the knowledge and skills needed to navigate and address instances of harassment they may encounter beyond the college campus. By instilling confidence and resilience in students, XCEL prepares them to tackle the challenges they may face in the wider world with poise and determination.

Additionally, the college has established a committee dedicated to combating sexual harassment. This committee is entrusted with the responsibility of addressing cases of sexual harassment, should they arise. Prior to the establishment of this committee, the Women's Cell of the College took on this vital role. The existence of such dedicated bodies underscores the college's unwavering commitment to maintaining a safe and respectful environment for all students and staff members. Importantly, the college's proactive approach to preventing and addressing sexual harassment has borne fruit, as there

have been no reported cases of sexual harassment to date. This underscores the success of the college's efforts in fostering an atmosphere of gender equality and harmony within its campus. St. Xavier's College (Autonomous), Kolkata stands as a shining example of an institution that not only imparts academic knowledge but also shapes its students to be socially responsible and empathetic individuals. By embracing a holistic approach to gender sensitivity, the college ensures that its graduates are not only academically proficient but also equipped to navigate a world where gender equity and respect for all are paramount. In doing so, St. Xavier's College (Autonomous), Kolkata continues to fulfill its mission of preparing "Men and Women for Others" who will make a positive impact on society.

File Description	Document
Provide the link for additional information	[View Document](#)

7.1.2

The Institution has facilities for alternate sources of energy and energy conservation measures
1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment
6. Wind mill or any other clean green energy

Response: A. Any 4 or more of the above

File Description	Document
Permission document for connecting to the grid from the Government/ Electricity authority	[View Document](#)
Geo-tagged photographs of the facilities.	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)

7.1.3

Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **e-Waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

The college has implemented several measures to promote energy conservation and environmental sustainability. Here are the details of each initiative:

1. LED and CFL Lights: Energy-efficient LED and CFL lights have been installed in some rooms of the college. These types of lighting consume less energy compared to traditional incandescent bulbs, thereby reducing electricity consumption.

2. Awareness and Monitoring: Students and staff members are actively encouraged to conserve energy by switching off gadgets and appliances when not in use. Security employees also play a role in checking and ensuring compliance with energy-saving practices.

3. Renewable Energy: The college has plans to install a solar power plant in the near future. This plant will have a capacity of 46 kW and will harness the sun's energy to generate electricity, reducing reliance on conventional power sources.

4. Rainwater Harvesting: The college practices rainwater harvesting, which involves collecting and storing rainwater for various purposes. This not only helps in conserving water but also contributes to energy generation through the use of collected rainwater.

5. Hazardous Waste Management: Although there is no formal mechanism for disposing of hazardous waste, the Chemistry department of the college ensures that they do not use any carcinogenic chemicals in their laboratory. This minimizes the generation of hazardous waste.

6. E-waste Management: The college takes initiatives in collaboration with the Kolkata Municipal Corporation (KMC) to dispose of electronic waste (e-waste) properly. This ensures that electronic devices and equipment are recycled or disposed of in an environmentally friendly manner.

7. Plantation: As part of the Green-Clean drive initiated by the college, regular tree plantation activities take place in the Rajarhat, EM Bypass and Park Street campuses. Planting trees helps in reducing carbon dioxide levels, improving air quality and enhancing the overall environment.

8. Smoke-Free Campus: The college maintains a smoke-free campus, promoting a healthy and clean environment for students, staff, and visitors.

9. Neighborhood Clean Programme: The National Service Scheme (NSS) organizes a neighborhood clean program, which involves cleaning the surroundings of the college and promoting cleanliness in the nearby areas.

10. Plastic-Free Campus: The college encourages the reduction of plastic usage and strives to create a plastic-free campus environment. Students and staff are encouraged to use cloth/jute bags, which are biodegradable alternatives to plastic bags.

11. Waste Management: Waste bins are strategically placed throughout the college premises to discourage littering and promote proper waste disposal. This helps in maintaining cleanliness and hygiene.

12. Hygienic Canteen Practices: The college canteen adopts hygienic methods, such as the use of gloves and head covers for the canteen staff. These practices ensure food safety and hygiene standards are met.

Overall, the college has implemented various initiatives to conserve energy, manage waste, promote sustainability and create an eco-friendly environment. These efforts contribute to the overall well-being of the college community and foster a culture of environmental consciousness.

File Description	Document
Relevant documents like agreements/MoUs with Government and other approved agencies	View Document
Any other relevant information	View Document
Geo-tagged photographs of the facilities	View Document

7.1.4

Water conservation facilities available in the Institution:

1. **Rain water harvesting**
2. **Borewell /Open well recharge**
3. **Construction of tanks and bunds**
4. **Waste water recycling**
5. **Maintenance of water bodies and distribution system in the campus**

Response: A. Any 4 or more of the above

File Description	Document
Green audit reports on water conservation by recognised bodies	View Document
Geo-tagged photographs of the facilities	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document

7.1.5

Green campus initiatives include

Describe the Green campus initiative of the institution including Restricted entry of automobiles, Use of Bicycles/ Battery powered vehicles , Pedestrian Friendly pathways , Ban on use of Plastic, landscaping with trees and plants etc in 500 words

Response:

St. Xavier's College (Autonomous), Kolkata has consistently championed a green agenda, demonstrating a deep commitment to creating and maintaining an eco-friendly campus environment. The college's dedication to sustainability is evident in every aspect of its operations, resulting in a campus that is not only aesthetically pleasing but also environmentally responsible.

Upon setting foot on the campus, one cannot help but be struck by the sheer beauty and tranquility of the surroundings. The college has invested in creating an environment that is not only conducive to learning but also a testament to the harmonious coexistence of human activities with nature. Aesthetic and elegant buildings seamlessly blend with splendid lawns, spacious sports grounds and lush greenery. This deliberate design choice reflects the college's belief in the intrinsic connection between a healthy environment and the teaching-learning process.

One of the noteworthy initiatives of the college is its encouragement for staff and students to use college transport instead of their own vehicles. This not only enhances safety and security on the campus but also contributes to fuel conservation and the reduction of environmental pollution. Furthermore, the campus is designed to be largely vehicle-free, with a few exceptions. This layout promotes a pedestrian-friendly environment, allowing students and staff to move comfortably through the campus's well-maintained pathways.

In a commendable move, St. Xavier's College (Autonomous), Kolkata has taken a strong stance against single-use plastic items. Plastic bottles, bags, spoons, straws and cups are completely banned on the premises. To raise awareness and educate the college community, orientation programs and prominently displayed boards provide information on the adverse effects of plastic pollution. Students and faculty members actively participate in these initiatives, advocating for the responsible use of alternatives such as reusable bags. This proactive approach not only benefits the environment but also sets an example for responsible and sustainable living.

The landscaping of the college is truly a sight to behold and a testament to the institution's aesthetic sense. The campus boasts a rich canopy of trees and well-tended plants, which serve the dual purpose of creating a pollution-free environment and safeguarding the health of all its inhabitants. The lawns and trees provide shade and create a serene and inviting ambiance, offering a respite from the hustle and bustle of urban life. Skilled gardeners and supervisors play a pivotal role in developing and maintaining the lush greenery on campus, ensuring that it remains a source of pride and inspiration for all.

The Institute's commitment to creating a green and eco-friendly campus is a shining example of responsible stewardship of the environment. The college's holistic approach encompasses transportation, plastic waste reduction and meticulous landscaping. It not only enhances the quality of life for its students and staff but also sets a powerful example of sustainability for the broader community. St. Xavier's College (Autonomous), Kolkata serves as a beacon of environmental responsibility and underscores the vital role that educational institutions can play in nurturing a greener, healthier and more sustainable future.

File Description	Document
Policy document on the green campus/plastic free campus	[View Document](#)
Geo-tagged photographs/videos of the facilities	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.6

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

The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environmental audit**
2. **Energy audit**
3. **Clean and green campus recognitions/awards**
4. **Beyond the campus environmental promotion and sustainability activities**

Response: A. All of the above

File Description	Document
Report on environmental promotion and sustainability activities conducted beyond the campus with geo-tagged photographs with caption and date.	[View Document](#)
Policy document on environment and energy usage Certificate from the auditing agency	[View Document](#)
Green audit/environmental audit report from recognized bodies	[View Document](#)

7.1.7

The Institution has Differently-abled (Divyangjan) friendly, barrier free environment

Write description covering the various components of barrier free environment in your institution in maximum of 500 words

- **Built environment with Ramps/lifts for easy access to classrooms**
- **Divyangjan friendly washrooms**
- **Signage including tactile path, lights, display boards and signposts**
- **Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
- **Provision for enquiry and information: Human assistance, reader, scribe, soft copies of**

reading material, screen reading

Response:

The college ensures accessibility to its premises and library collection through various measures. Here are the details:

1. Location Map and Floor Plan: A location map is prominently displayed at the entrance of the college. It provides a clear layout and helps visitors and users navigate the premises effectively. Additionally, a clearly laid out floor plan is also displayed, enabling individuals to locate specific areas within the College.

2. Adequate Signage: The library maintains adequate signage throughout its premises. These signs help users easily identify and access different sections of the library, such as reference sections, lending sections, study areas, etc. The signage assists in providing a seamless experience for library visitors.

3. Access for Differently-Abled Users: The college prioritizes accessibility for differently-abled users. To facilitate their access to library services, RFID (Radio Frequency Identification) enabled self-circulation kiosks are available. These kiosks allow differently-abled users to independently check out and return library materials. The library staff is also cordial and ready to provide assistance as needed.

4. Open Access System: The library follows an open access system for accessing its collection. This means that library users have direct access to the shelves where books and other materials are located. They can browse and select items of interest without needing to request assistance from staff. The open access system promotes self-directed exploration and facilitates efficient retrieval of materials.

In summary, the college emphasizes the importance of accessibility within its premises and library. By displaying location maps and floor plans, maintaining adequate signage, providing RFID-enabled self-circulation kiosks for differently-abled users, and implementing an open access system for library collections, the college strives to ensure that all individuals, regardless of their abilities, can easily navigate the premises and access the library resources.

File Description	Document
Provide the link for additional information	[View Document](#)

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 such other diversities (within 500 words).

Response:

The College places great emphasis on creating an inclusive environment and promoting tolerance and harmony among its students. Here are the various initiatives and programs implemented to foster cultural, regional, linguistic, communal, socio-economic and other diversities:

1. Cultural Programs: The college organizes various cultural programs that celebrate the rich cultural diversity of India. These programs provide a platform for students from different regional and cultural backgrounds to showcase their talents and express their cultural heritage through folk songs, dances and other art forms. This promotes cross-cultural understanding and appreciation among the student community.

2. Secular Character: The institution upholds a completely secular character, ensuring that students from all religious backgrounds are welcomed and respected. This creates an environment where individuals can practice their faith freely and fosters an atmosphere of religious harmony and mutual respect. Undergraduate students of Semester-I have to take compulsory course which contains religious studies and ensures social harmony.

3. Social Diversity: Students from every social class, community and linguistic group are represented within the college. This diversity is recognized and valued, contributing to a vibrant and inclusive campus community. The College encourages interactions and collaborations among students of different backgrounds, promoting a spirit of unity and understanding.

4. Competence, Commitment, Compassion, and Conscience: The college's educational philosophy focuses on training students to become well-rounded individuals. Apart from academic excellence, students are encouraged to develop qualities such as competence, commitment, compassion and conscience. This holistic approach to education nurtures students' personal and ethical growth, preparing them to contribute positively to society.

5. Equity and Access: The college ensures equity and access to education for all students. Special attention is given to the needs and requirements of weaker sections of society, including economically disadvantaged students and marginalized communities. By providing equal opportunities for education, the college promotes social justice and strives to bridge the gaps in society.

6. Representation of Women: The college emphasizes the representation of women in all aspects, recognizing their importance and contribution to academia and society. Efforts are made to encourage and empower women students, ensuring their active participation and equal opportunities in all spheres of college life.

7. Co-curricular Activities: The college houses various societies that offer students a platform to engage in co-curricular activities such as debates, dramas, music, dance and more. These activities complement the syllabus-oriented pedagogy and contribute to the holistic development of students. They provide opportunities for creative expression, leadership development, teamwork and personal growth.

In summary, the college's inclusive environment is built upon the principles of tolerance, cultural diversity, social justice and equal access to education. Through various programs, initiatives and the promotion of co-curricular activities, the college aims to create competent, compassionate and conscientious individuals who appreciate diversity and contribute positively to society.

File Description	Document
Any other relevant information	View Document

7.1.9

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

Describe the various activities in the Institution for inculcating values for being responsible citizens as reflected in the Constitution of India within 500 words.

Response:

St. Xavier's College (Autonomous), Kolkata is dedicated to cultivating a deep understanding of constitutional responsibilities among its student body. This commitment is evident through various initiatives integrated strategically into the curriculum, addressing a broad spectrum of civic issues. At the forefront of these efforts is the Political Science department's Youth Parliament program, engaging students at different academic levels in discussions and activities related to governance, politics and civic responsibility.

The college's curriculum reflects a holistic approach to education, encompassing not only subject-specific knowledge but also essential aspects of citizenship and civic engagement. The inclusion of a dedicated course on Human Rights, accessible to both enrolled students and external participants, underscores the college's commitment to promoting awareness and understanding of fundamental rights and freedoms.

Faculty development is a cornerstone of the college's educational philosophy. Annual orientation programs for faculty feature resource persons and experts from diverse fields, ensuring that educators remain up-to-date with contemporary issues and pedagogical methods. By equipping faculty with the necessary knowledge and skills, the college ensures that students receive high-quality instruction that is both relevant and engaging.

Student orientations are integral to the college's academic induction process, providing guidance on academic expectations, campus resources and the importance of civic responsibility. These orientations help students transition smoothly from high school to college life, instilling in them a sense of purpose and responsibility as they embark on their academic journey.

Support staff orientations further reinforce the college's commitment to inclusivity and community engagement. By ensuring that all members of the college community are aligned with its values and mission, the college fosters a sense of belonging and collective responsibility.

Overall, St. Xavier's College (Autonomous), Kolkata's commitment to promoting constitutional awareness is reflected in its multifaceted approach to education. From curriculum design and faculty development to student and support staff orientations, the college consistently seeks to empower its stakeholders to become active, engaged and responsible citizens. In doing so, it not only educates students but also prepares them to contribute positively to society and uphold the principles of

democracy and social justice.

File Description	Document
Any other relevant information	[View Document](#)

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.

1. The institutional Code of Conduct principles are displayed on the website
2. There is a committee to monitor adherence to the institutional Code of Conduct principles
3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

Response: A. All of the above

File Description	Document
Policy document on code of ethics.	[View Document](#)
Handbooks, manuals and brochures on human values and professional ethics	[View Document](#)
Document showing the Code of Conduct for students, teachers, governing body and administration as approved by the competent authority.	[View Document](#)
Constitution and proceedings of the monitoring committee.	[View Document](#)
Circulars and geo-tagged photographs with date and caption of the activities organized under this metric for teachers, students, administrators and other staff	[View Document](#)

7.2 Best Practices

7.2.1

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

Response:

Best Practice 1: Participative and forward-looking governance with emphasis on "academics and beyond"

Objectives:

1. Institute of all-round Excellence: Establishing the institution as a center of excellence in higher education scenario.

2. Comprehensive Development: Excelling in teaching-learning, research, outreach and consultancy.

3. Knowledge Creation: Contributing to knowledge creation and the search for the meaning of life.

4. International Standards: Providing education of international standards.

5. Social Empowerment: Bridging the rural-urban divide to empower the poor and marginalized.

6. Equitable Access: Ensuring access to higher education for all deserving students, especially the underprivileged.

7. Continuous Improvement: Inspiring continuous quality improvement and assessment.

8. Values-based Education: Offering education imbued with human values.

9. Cultural Promotion: Promoting communal harmony, cultural integration, and dialogue.

10. Academic Exchange: Facilitating academic exchange and academia-industry interfacing.

11. Application-Oriented Courses: Developing application-oriented courses with a focus on holistic development.

12. Value Framework: Fostering academic excellence, social concern, commitment to quality of life, integrity, creativity, leadership, discipline, teamwork and education with a human touch.

Context:

St. Xavier's College (Autonomous), Kolkata aims to fulfil its vision of promoting a society based on love, freedom, liberty, justice, equality and fraternity. To achieve this, it has set ambitious objectives across various domains of education and social engagement. The institution recognizes the importance of higher education in fostering societal development and seeks to address both academic and social challenges through its mission.

Practice:

The college implements its objectives through various initiatives such as enhancing teaching quality, conducting impactful research, providing outreach programs, offering international-standard education and fostering inclusivity. It actively engages in bridging the rural-urban gap, ensuring equitable access to education, promoting cultural harmony and facilitating academic collaborations. The institution emphasizes values-based education and continuous improvement through assessment.

Evidence of Success:

Success is evidenced by the institution's achievements in becoming a center of excellence, its contributions to knowledge creation, its recognition for academic standards, and its impact on social empowerment. The college's active involvement in mentoring other institutions for accreditation and its successful collaborations with various stakeholders demonstrate its effectiveness in achieving its objectives.

Problems Encountered:

Challenges may include financial constraints, infrastructural limitations, resistance to change, and difficulties in ensuring equitable access. The institution may also face challenges in maintaining quality standards, adapting to new technologies and addressing the diverse needs of students and communities. Additionally, the COVID-19 pandemic presented unprecedented challenges in transitioning to online teaching, maintaining student and staff well-being and sustaining institutional operations amidst uncertainties. However, the institution's commitment, resilience and collaborative efforts have enabled it to overcome these challenges and continue its mission of higher education and social upliftment.

Best Practice 2: Creating Men and Women for Others

Objectives:

1. Experiential Learning: Provide students with first-hand experience of rural life to deepen their understanding of rural communities and their challenges.

2. Awareness Building: Create awareness among students about the social, health and educational issues prevalent in rural areas, fostering a sense of social responsibility.

3. Community Engagement: Engage students in meaningful community service activities aimed at contributing to the holistic development of rural villages.

4. Skill Development: Offer opportunities for students to develop skills such as communication, empathy and leadership through hands-on engagement with rural communities.

Context:

St. Xavier's College (Autonomous), Kolkata recognizes the importance of experiential learning and community engagement in nurturing socially responsible individuals. The Rural Camp and weekly village visit programs serve as platforms for students to gain practical insights into rural life while addressing pressing social issues. These initiatives align with the institution's commitment to holistic education and social upliftment, extending its mission beyond the confines of the classroom to make a meaningful impact in marginalized communities.

Practice:

The institution implements its objectives through a series of structured programs and activities, including the Rural Camp, weekly village visits and exposure visits to NGOs and rehabilitation centers. These initiatives provide students with diverse opportunities to engage with rural communities, learn about their

challenges and contribute to their development. By focusing on specific themes such as health, hygiene and education, the institution ensures that students address relevant issues and make a tangible difference in the lives of community members.

Evidence of Success:

The success of these initiatives is evident in the positive feedback from both students and community members. Students actively participate in educational sessions, community service activities and meaningful interactions with individuals in rural areas and rehabilitation centers. Their efforts are appreciated by local communities, NGOs and institutional staff, highlighting the positive impact of their engagement. Additionally, students' increased awareness, empathy and sense of social responsibility serve as indicators of the programs' success in achieving their objectives.

Problems Encountered:

Despite the overall success of the programs, certain challenges may arise, including logistical issues, cultural barriers and resource constraints. Ensuring consistent student participation, managing logistics for rural visits and addressing cultural sensitivities require careful planning and coordination. Additionally, sustaining students' motivation and engagement over time, especially amidst academic pressures, may pose challenges. However, proactive measures such as regular communication, training sessions and faculty support can help mitigate these challenges and ensure the continued effectiveness of the programs.

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

St. Xavier's College (Autonomous), Kolkata is embarking on a transformative journey with the establishment of its rural campus at Raghabpur, aiming to extend its mission of education and social upliftment to marginalized communities, particularly women and girl children. This initiative stems from a profound recognition of the unique challenges faced by rural populations, where traditional norms and lack of opportunities often hinder social progress, especially for women and girls. Through a multifaceted approach, the institution endeavors to leverage education as a powerful tool for catalyzing social transformation and fostering holistic development in these under-served areas.

At the heart of this endeavor lies a commitment to address the multifaceted needs of rural communities, with a particular focus on empowering women and girls through education. The primary objective is clear: to transform the social profile of women and girl children by providing them with access to quality education and skill development opportunities. By imparting knowledge and fostering critical thinking skills, the institution aims to equip them with the tools necessary to break free from the cycle of poverty and discrimination, enabling them to lead fulfilling and empowered lives.

Central to the success of this initiative is the active engagement of all undergraduate students in community extension activities. Through these activities, students not only contribute to addressing pressing social issues but also gain invaluable hands-on experience and develop a deeper understanding of the complexities of rural life. By immersing themselves in the communities they serve, students cultivate empathy, compassion and a sense of social responsibility, laying the foundation for future leaders committed to positive change.

In line with its commitment to holistic development, the institution offers a range of programs and initiatives designed to meet the diverse needs of rural communities. From literacy programs aimed at enhancing basic literacy skills to supplementary education initiatives tailored to the specific needs of women and girl children, the institution leaves no stone unturned in its quest to empower them. Furthermore, co-curricular activities, empowerment programs and capacity-building workshops are organized to foster personal and professional growth, equipping individuals with the skills and confidence to pursue their aspirations.

Crucially, the institution recognizes the importance of forging alliances and collaborations to amplify its impact and reach. By partnering with academic departments, government agencies, NGOs and other institutions, it harnesses collective expertise and resources to design and deliver innovative programs that address the root causes of social inequality and exclusion. These partnerships not only enhance the quality and relevance of education but also create opportunities for knowledge exchange and mutual learning, enriching the educational experience for all involved. The rural campus at Raghabpur represents a beacon of hope and opportunity for marginalized communities, particularly women and girl children, in rural West Bengal. Through its commitment to education, social justice and community engagement, St. Xavier's College (Autonomous), Kolkata is laying the groundwork for a more inclusive and equitable society, where every individual has the opportunity to thrive and fulfill their potential.

A quantitative study was made to assess the impact of Jesuit higher education on the marginalised segments of the population of South 24 Parganas in and around the rural areas of the Raghabpur campus.

The objective of the study was to assess the impact of Jesuit education on:

- Human Development and Capacity Building among first generation learners
- Impact of education on economic well-being: livelihood and poverty

The findings of interview and household survey are as below:

- Data have clearly established a correlation between education, capabilities and capacity building.
- The college has significantly contributed to improvement in human wellbeing.
- The study has shown that education has a varied impact on boys and girls given the fact that education is considered as a tool of empowerment albeit with differential outcomes.
- For girls, education has significantly reduced instances of domestic violence, marital pressures and dis-incentivized them to work as domestic helps or vegetable vendors.
- For boys, education has served as a means of employment, entrepreneurship and enhanced prestige in society.
- It was noted that a higher number of females (66%) were first generational Learners and there was a considerable decrease in the dropout rate.
- 98.2% of the respondents observed that they would recommend the college to others on grounds of regularity in classes, discipline, helpful faculty and staff, canteen facilities.

- 68% of them stating to have gained helpful and market-based skills through the education imparted in the college curriculum.
- 60% admitted pressures to marry has decreased after two years of study (p value 0.0014).
- Cases where domestic violence prevailed, 24% female student respondents were confident in their ability to overcome such difficulties faced in their domestic spaces due to the education and access to better livelihood options being provided by the college.
- 73.6% of respondents who have completed their graduation from SXC Raghabpur have observed that their English communication skills have improved compared to what it was before joining the institution (p-value 0.005).

File Description	Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

additinal information

Concluding Remarks :

In conclusion, St. Xavier's College (Autonomous), Kolkata stands at the threshold of its commitment to excellence in higher education and holistic development. Embracing a vision that encompasses international standards of education, rural-urban inclusivity, and a commitment to the underprivileged, St. Xavier's remains steadfast in its mission to empower individuals and bridge societal divides.

The institution's dedication to quality assessment, competence building, and human values reflects its unwavering commitment to nurturing well-rounded individuals. St. Xavier's serves not only as an academic powerhouse but also as a cultural hub, fostering harmony and integration among its diverse community.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification

1.2.1	**Percentage of new courses introduced out of the total number of courses across all programmes offered during the last five years**
	
	    1.2.1.1. **Number of new courses introduced during the last five years:**
	    Answer before DVV Verification : 335
	    Answer after DVV Verification: 324
	    1.2.1.2. **Consolidated number of courses offered by the institution across all Programmes (without repeat count) during the last five years :**
	    Answer before DVV Verification : 1075
	    Answer after DVV Verification: 1075
	
	    Remark : DVV has made the changes as per shared data template document excluding the duplicates .

2.4.3	**Average teaching experience of full time teachers (Data to be provided only for the latest completed academic year, in number of years)**
	
	    2.4.3.1. **Total teaching experience of full-time teachers as of latest completed academic year**
	    Answer before DVV Verification : 3714
	    Answer after DVV Verification: 3702
	
	    Remark : DVV has made the changes as as per shared data template document excluding the duplicates by HEI .

3.4.2	**Number of candidates registered for Ph.D per teacher during the last five years**
	
	    3.4.2.1. **Number of candidates registered for Ph.D during the last 5 years:**
	    Answer before DVV Verification : 82
	    Answer after DVV Verification: 56
	
	    Remark : DVV has made the changes as per shared data template document by HEI .

3.4.3	**Number of research papers published per teacher in the Journals as notified on UGC CARE list during the last five years**
	
	    3.4.3.1. **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**
	    Answer before DVV Verification : 792
	    Answer after DVV Verification: 715
	
	    Remark : DVV has made the changes as per shared data template document and excluding the duplicates .

3.7.1	**Number of functional MoUs/linkages with institutions/ industries in India and abroad for**

	internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years
	
	        Answer before DVV Verification :
	        Answer After DVV Verification :69
	   Remark : DVV has made the changes as per shared data template document by HEI .

4.1.2	**Percentage of expenditure excluding salary, for infrastructure development and augmentation year wise during the last five years**
	
	   4.1.2.1. **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**
	     Answer before DVV Verification:
	
	Answer After DVV Verification :
	
	Remark : DVV has made the changes as per reports shared by HEI.

4.2.2	**Percentage of expenditure for purchase of books/ e-books and subscription to journals/e-journals year wise during the last five years**
	
	   4.2.2.1. **Expenditure for purchase of books / e-books and subscription to journals/e-journals year wise during last five years (INR in lakhs)**
	     Answer before DVV Verification:
	
	Answer After DVV Verification :
	
	Remark : DVV has made the changes as per the report shared by HEI.

5.1.4	**The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases**
	
	   1. **Implementation of guidelines of statutory/regulatory bodies**
	   2. **Organisation wide awareness and undertakings on policies with zero tolerance**
	   3. **Mechanisms for submission of online/offline students' grievances**

4.1.2.1 Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
1168.17	680.92	746.60	1000.71	262.47

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

4.2.2.1 Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
21.69	6	3.79	22.25	25.25

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
11.25	2.62	2.41	6.63	5.95

	4. **Timely redressal of the grievances through appropriate committees** Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. Any 3 of the above Remark : DVV has selected the B. Any 3 of the above as per shared supporting document by HEI.
5.3.1	**Number of awards/medals for outstanding performance in sports/cultural activities at University / state /national / international Level events during the last five years** 5.3.1.1. **Number of awards/medals for outstanding performance in sports/cultural activities at University / state / national / international level events (award for a team event should be counted as one) year wise during last five years** Answer before DVV Verification: 	2022-23	2021-22	2020-21	2019-20	2018-19
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18	22	6	10	4 | Answer After DVV Verification : | 2022-23	2021-22	2020-21	2019-20	2018-19
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15	18	4	6	2	 Remark : DVV has made the changes as per shared data template document by HEI.
6.5.3	**Institution has adopted the following for Quality assurance:** 1. **Academic and Administrative Audit (AAA) and follow up action taken** 2. **Conferences, Seminars, Workshops on quality conducted** 3. **Collaborative quality initiatives with other institution(s)** 4. **Orientation programme on quality issues for teachers and students** 5. **Participation in NIRF and other recognized ranking like Shanghai Ranking, QS Ranking Times Ranking etc** 6. **Any other quality audit recognized by state, national or international agencies** Answer before DVV Verification : A. Any 5 or more of the above Answer After DVV Verification: B. Any 4 of the above Remark : DVV has selected the B. Any 4 of the above as per shared supporting document by HEI.

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Total expenditure excluding salary year wise during the last five years (INR in lakhs)** Answer before DVV Verification: | 2022-23	2021-22	2020-21	2019-20	2018-19
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3109.37	2030.38	1768.97	2728.54	1809.23	

Answer After DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
1671.4	1016.6	6588.4	1439.1	1282.8

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