

**Annual Quality Assurance Report (AQAR) of the IQAC  
St Xavier's College (Autonomous) Kolkata  
Department of Education  
2009-10**

**Name of the Institution/Department:** St. Xavier's College, Department of Education

**Year of Report:** 2009-10

**Section A: Plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement (Attach separate sheet if required).**

Introduction

The sesquicentenary celebration was inaugurated by the then Hon'ble Chief Minister of West Bengal, Sri Buddhadeb Bhattacharya on January 22, 2009. He paid tribute to the rich heritage and long history of St. Xavier's and emphasized upon the inevitable relationship between education and development. He stressed upon the importance of education as a crucial factor that contributes to nation building. He praised St. Xavier's for its service to Bengal and to India and complimented it as a centre of knowledge and excellence.

The Jubilee theme was "Seemar Majhe Ashim Tumi". The inaugural function set in motion a series of programmes, both in the School and the College. In this respect the aim of the Department was to enhance the overall quality and effectiveness with emphasis on excellence in learning and teaching and to engage in creative research at the highest level. To achieve the goals, the following were identified as the major thrust areas in the year 2009-10:

- To bridge the gap between the theoretical and practical Educational Psychology for the trainee teachers.
- To enhance the effectiveness of the teaching learning process especially for method papers like Science and Mathematics.
- To expand the channel of communication for the students and to provide adequate personal counseling whenever required.
- To procure atleast one computer with internet access needed for students
- To upgrade and update B.Ed library resource and service.
- To introduce some official formats and modify existing official formats of documents and certificates in order to facilitate smooth running of the department.

- To modify administrative infrastructural facility so that it aids in dynamism of administrative procedures.
- To encourage students to organize different activities at the departmental level under the guidance of the teacher.
- To strengthen the bond among the faculty members and to provide them a platform for healthy exchange of ideas.
- To organize programmes for cognitive faculty and skill development both among teachers and student at national, state, regional and college level.
- To motivate the students to take part in different co-curricular activities of the college.
- To practice innovative teaching methods in class besides the traditional method.
- To upgrade technology based administration strategies like the introduction of B.Ed hyperlink on the college website.
- To introduce remedial teaching in the department.
- To continue with curriculum restructuring so as to make it more practical ,research based career oriented.
- To organize faculty enrichment programmes.
- To introduce the concept of Club Activities in the department.
- To involve more students in personality development programmes, games and sports as well as jubilee celebration.
- To participate actively in the 150<sup>th</sup> year celebration of St.Xavier's College.

## **Section B: Details in respect of the following**

### **1. Activities reflecting the goals and objectives of the Institution**

The new academic year began with an exercise of orientation to all new-comers focused on our Vision and Mission Statement. The inauguration of the new academic session was held on 1<sup>st</sup> July 2009 with the induction of the freshers to the College.

Inaugural Programs for B.Ed department was at 11 a.m. The chief guest Rev. Fr. Dr. J. Felix Raj, S.J, Principal introduced the new students to the history and

culture of the college. He christened them as Xaverians and spoke about the family spirit and atmosphere that exists in the college.

During B.Ed admission, special considerations were given to a) Underprivileged students b) Differently abled students and c) Rural students d) Students proficient in different co-curricular activities. Financial assistance was provided whenever required.

An Orientation Programme for the students of the B.Ed department was held from 14-07-2009 to 20-07-2009.

On July 31, 2009, the feast of the Jesuit founder was celebrated by the college. Fr. Xavier Savirumuthu was the chief celebrant along with other fathers. He spoke on the vision of St. Ignatius for a better society. The Principal thanked all the staff and students and reiterated the dedication and responsibility of St. Xavier's College as a Jesuit institution.

On 5<sup>th</sup> September, 2009, the B.Ed department celebrated the Teachers' Day and brought all the teaching and non-teaching staff members and the students together. This enhanced the family spirit and enabled the stakeholders to come together and share their views.

A faculty workshop on "Enrichment of Excellence" was organized by the college on September 19, 2009 for all teachers with Dr Subir Chowdhury, ex-Director, IIM-Kolkata as the resource person. Dr. Choudhury elucidated various aspects of enrichment and the faculty benefited enormously from the interactive session with him.

In the month of September'09 students of the B.Ed department underwent a rigorous Pre Practice teaching session supervised by both external and internal supervisors. The faculty conducted regular student guidance and counseling sessions such that individual differences, talents and aptitude of the students could be duly recognized and assisted accordingly. Additional guidance was given to the weak students in form of remedial teaching prior to the Practice Teaching period.

Throughout the session, students were given scope to obtain a meaningful experience about downtrodden, poor, orphan children, old and sick people and marginalized sections of the society through community outreach activities.

Regular parent teacher meetings and Teacher –Headmaster interface were organized from time to time.

Life centric innovative teaching strategies like Peer Team Teaching, Seminar Mode of Teaching were introduced.

Environment and Health Awareness Programmes were conducted like “Measures for prevention of Swine flu”, “Causes of pollution”, “Protection of Mother Nature” through different clubs of the department.

Different projects were included as an intrinsic part of the simulated and practical programme for all method papers, which allowed students to have a first hand experience with the latest trends in survey and experimental research.

The month of February 2010 involved a lot of preparation for the admission of the students for 2010-11 session.

An educational tour in collaboration with the NSS of the College was also organized in the same month to an Aila affected village, Bholakhali.

Student Exchange Programme was initiated in collaboration with Gopal Chandra Memorial College, New Barrackpore

The B.Ed. students emerged as the Volleyball Champions of the College and yet another feather was added to our cap, when the department was awarded “ The Highest Attending Contingent” in the Annual College Sports .This served as an impetus to the students to keep the departmental flag flying high.

The much awaited 2009-10 results were published in March 2010.The pedagogical and Lab practical examination were held in the month of April and May 2010, while the theoretical examination was conducted in the month of June’2010. This brought the academic session 2009-10 to a befitting close.

The Inaugural programme for the session 2010-11 was organized by the outgoing batch of students inorder to ceremoniously welcome the new batch of students to the Jesuit flock.

The closing ceremony of sesquicentenary celebration was held in the college for five days where the B.Ed department participated with full vigour. It began on 16th January 2010 with the visit of the hon’ble Prime Minister. It was followed by Valedictory and Convocation day of the College for which the Home Minister, Mr. P. Chidambaram was the chief guest. The third day was Prayer Day. A multi-religious prayer service that combined readings from various sacred scriptures, reflections, songs and dance was the specialty of the third day. The fourth day witnessed the Holy Mass in the morning where the main celebrant was His Eminence Telesphore Cardinal Toppo.

The objectives of the B.Ed course in 2009-10 were as follows: -

- i. To make the course professional and practical
- ii. To bring about effective integration of different units of knowledge and corresponding training essentials for future teachers

- iii. To make the trainee teachers competent to meet the social, academic and national needs.
- iv. To develop in the trainee teachers a positive attitude towards life in general and teaching in particular
- v. To bring about all round development of trainee teachers to meet the challenges of the modern era
- vi. To inculcate in the trainee teachers a sense of discipline, develop their moral values and awaken in them a thirst for knowledge.
- vii. To motivate the trainee teachers to inspire and guide the future generations
- viii. To equip the trainee teachers with the skills needed in the age of Globalization, Liberalization, and Privatization.

In keeping with the aims and objectives mentioned above various activities had been included in the B.Ed course:

- Various activities like Micro Teaching ,Pre practice Teaching and Practice Teaching were organized in heterogeneous groups supervised by internal as well as external teachers in order to make the course professional and practical
- Innovative teaching Methods like Peer Team Teaching and Seminar Mode of teaching to meet the challenges of the modern era.
- Theoretical class on Teaching Skills was introduced to develop a positive attitude towards the teaching profession.
- Practice teaching was organized in different schools within a vicinity of 2-3 Kms of the college in their respective chosen medium.
- Different activities organized by four clubs not only helped to showcase the talent of the trainee teachers but also made them socially competent.
- An apolitical Students' Council was organized in order to encourage self government.
- Regular participation of students in different co-curricular activities of the college in order to instill in them discipline, cooperation and leadership qualities.
- Regular mentoring sessions by the teacher mentors of the department were held in order to motivate, inspire and guide the trainee teachers. .

## **2. New academic Programmes initiated (UG & PG)**

The department of Education offers only one academic programme i.e. B.Ed. which is a one year programme. In 2009-10 compulsory project work (in both method papers) was introduced.

### **3. Innovation in curricular design and transaction**

Curriculum development is a continuous process, and in order to enhance the quality of teaching and learning, updating the curriculum is required from time to time. In the beginning of each semester, meeting of Board of Studies (BOS) are held to review the curricular structure, introduce innovative teaching methods and to modify the curriculum.

Innovations in curricular design and transactions were as follows:

- Inclusion of class on teaching skill for all students
- Introduction of Micro-Teaching class in the time-table
- Project Work introduced for all subjects (Humanities, Language, Science)
- Peer Team Teaching by the students under the supervision of teachers.
- Seminar Mode of teaching by students under the supervision of teachers
- Remedial Teaching for weak students
- Pre-Practice Teaching under the supervision of external and internal teachers
- Compulsory Action Research on School based activities
- Life centric method used in the transaction of knowledge as for example- workshop organized on Swine Flu awareness, Environmental awareness etc.

### **4. Inter-disciplinary programmes started**

B.Ed. is a professional course where students from different disciplines are admitted. The programmes organized by the B.Ed department are therefore often inter-disciplinary. A list of programmes organized in 2009-10 is given below: -

- i. “Environmental Awareness Campaign” by the trainee teachers of Life Science and Geography methods.

- ii. “A Programme on Folk Culture” by the disciplines of English, Bengali, Hindi, History, Geography and Political Science.
- iii. A programme on Death Anniversary of Kabiguru Rabindranath Tagore by the trainee teachers of English, Bengali, Hindi, History, Geography and Political Science methods.
- iv. Poster Competition by the trainee teachers of Geography and Life Science methods.
- v. Critiquing of book by the trainee teachers of English, Life Science, History, Hindi and Bengali methods.

## **5. Examination Reforms Implemented**

An examination reform is a continuous process. In the first semester, there was 100% external and 100% internal evaluation. However, in the 2<sup>nd</sup> semester we followed 100% external and 20% internal sample checking. If there was any discrepancy of more than 15% in the awarded marks between the internal and the external examiner, then a third examiner (external) was appointed for evaluation.

## **6. Candidates qualified: NET/SLET/GATE etc.**

NET/ SLET does not apply to B.Ed course. The B.Ed course is offered for school teaching. A good number of students after pursuing B.Ed degree from the B.Ed department of St. Xavier’s College qualified West Bengal School Service Commission and many had qualified for recruitment in different reputed private schools.

## **7. Initiative towards faculty development programme**

Faculty participated in the seminars, workshops, symposium, faculty enrichment programme conducted by the college and the teachers were also encouraged to attend seminars, workshops, refresher courses and orientation programmes organized by the university. One of the faculty members continued his research programme under FIP scheme.

**(Annexure I)**

## **8. Total number of seminars and workshops conducted**

3 (Seminar on Development of Social Skills among children, Seminar/workshop on Teaching Skills, Workshop on Teaching aids)

**9. Research projects: a) Ongoing b) Completed**

Nil

**10. Patents Generated, if any**

Not Applicable

**11. New Collaborative research programmes**

Nil

**12. Research grants received from various agencies**

Grant received on account of the Faculty Improvement Programme.

**13. Details of Research Scholars**

Not Applicable

**14. Citation index of faculty members and impact factor**

Nil

**15. Honors/Awards to the faculty: National and International**

Nil

**16. Internal Resources Generated**

The sum total of the internal resources generated for the session 2009-10 was Rs 3,42,652/-

**17. Details of Departments getting assistance/recognition under SAP, COSIST (ASSIST)/DST, FIST and other programmes**

Not Applicable



## **18. Community Services**

Community Outreach Programme is included as a compulsory component of the B.Ed curriculum. The community outreach activities of the trainee teachers include rendering service to different target groups like senior citizens, marginalized poor sections of the society, mentally and physically challenged children, orphans etc. Documentation in the form of file report is to be shown at the time of examination.

The list of organisations where the trainee teachers rendered community service in the session 2009-10 is given in **Annexure II**.

In addition to these programmes, we were also intimately associated with

- NSS of the college (In 2009-10 we visited Aila affected village Bholakhali)
- AICUF

Students also participated in the Blood Donation Camp organized by NSS

## **19. Teachers & Officers newly recruited**

2 Teachers (One against FIP scheme and one part-time lecturer)

## **20. Teaching & Non-teaching ratio**

5: 2 (Excluding Part-time teachers)

10: 2 (Including Part-time teachers)

## **21. Improvements in the library services**

B.Ed. library had been shifted adjacent to the B.Ed Common room. At present the library is being used exclusively by the B.Ed students. Computerization of library has begun and books are being classified.

## **22. New Books/Journal subscribed and their value**

List of Books/Journals are given in **Annexure III**

Total value of books/ journals purchased was Rs. 38,724/- (Rupees Thirty-eight thousand seven hundred and twenty four only)

### **23. Courses in which student assessment of Teachers is introduced and the action taken on student feedback**

Feedback forms were given to the outgoing B.Ed students which were duly filled in by them and submitted to the Dean of Education for analysis. Dean conveyed the feedback to the respective teachers.

### **24. Feedback from Stakeholders**

Our stakeholders are the students, parents, teachers, alumni, and schools.

Feedback was taken from the stakeholders in the following ways;

- From the students through feedback form
- From the parents through annual Parent-Teacher Association meeting
- From alumni through Alumni Association of the college
- From the schools through annual Teacher-Headmaster Association meeting and through feedback form collected after Practice Teaching of the students.

### **25. Unit cost of Education**

Rs.14,000/-

### **26. Computerization of administration and the process of admissions and examinations results, issue of certificates**

**Administration:** - Different aspects of administration like time-table construction, issuance of departmental notice, documents etc were computerized.

**Admission:** - Advertisement for B.Ed admission is done both online as well as through the leading news papers. The forms and prospectus were made available on the college website. A shortlist of the candidates for admission procedure as well as the final selected list of the students were published online.

**Examination:** - Results of both Semester I and II examination were published on the college website.

**Certificate:** - Certificates were issued by the Controller of Examination (St. Xavier's College, Autonomous)

## **27. Increase in the infrastructural facilities**

- B.Ed. classrooms had been shifted to Jubilee Building where classrooms are equipped with AC facilities
- Separate Computerized Library
- Establishment of Psychology Laboratory.
- Science and Mathematics Resource Centre
- Establishment of B.Ed Counseling Room for the B.Ed students

## **28. Technology Upgradation**

- One Computer was provided in the B.Ed library for the students with internet facility.

## **29. Computers and Internet access and training to teachers, non-teaching staff and students**

We have a cyber room and also a computer centre which conducts various computer programmes and trains students, staff members and teachers.

In our department we have 4 computers with internet access and they are as follows: -

- One for the Dean of Education
- One for the B.Ed office.
- One for the Library personnel.
- One for students and teachers

One non-teaching office staff of the department has undergone computer training.

## **30. Financial aid to students**

Fee concession was provided to the needy students as per their application (6) in 2009-10

The department forwarded the application for railway concession.

## **31. Activities and support from the Alumni Association**

B.Ed. does not have any separate Alumni association. Ex-B.Ed students are part of College Alumni Association. The ex-students of the department maintained close contacts with their alma mater and they rendered service in different

activities of the department like seminar, workshops etc. Moreover, the ex-students who were placed in different educational institutions as teachers and headmasters/headmistresses helped the department immensely in Practice Teaching. However, the department has taken the initiative to form a separate Alumni Association for B.Ed and the ground work has already begun.

### **32.Activities and Support from the Parent-Teachers Association**

Parent Teacher Association was formed in 2008-09. Meetings are held annually, where different issues regarding development of the department are discussed. In 2009-10 Parent Teacher Association meeting was held on 08/05/10 and resolution taken therein was the upgradation of B.Ed curriculum.

### **33.Health Services**

- Basic first aid facilities provided by the department
- Full time nurse, compounder, ayahs and in case of emergency we have link with nearby hospital and nursing home like Mission of Mercy and Lifeline
- Infirmary in St. Xavier's with provision of room with proper bed, wheel chair, ambulance, stretcher and basic medicines.

### **34.Performances in sports activities**

- The B.Ed. department was the Champion of the college in Men's Volleyball Competition.
- Participated in inter departmental Women's Football, Women's Volleyball and Women's Basketball Competitions.
- Participated in inter departmental Men's football, Men's Volleyball, Men's Basketball and Men's cricket matches.
- Awarded "The Highest Attending Contingent" in the College Annual Sports .

### **35.Incentives to outstanding sportspersons**

Students participating and wining in various sports activities were awarded with certificates, trophies and medals during the annual prize distribution ceremony.

Their TA and other expenses were borne by the college when they participated in various sports and games. The students were excused from attending classes during their practice and participation in different sports events.

### **36. Students Achievement & Awards**

Students with outstanding academic records of the department are awarded during the Convocation and Valedictory functions of the college every year. The awards allotted for the department in 2009-10 were as follows:

- Academic topper
- Best Science Teacher
- Best Humanities Teacher
- Best Personality

The students of the department also participated in different inter-college programmes. A list of the students who participated in different inter-college programmes along with the awards won is given below: -

- Won 2<sup>nd</sup> prize in debate competition in David Hare Training College (Topic-Right to compulsory Education for children from 4years to 14years)
- Won 2<sup>nd</sup> prize in quiz competition in Calcutta Girl's B.T.College
- Won 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> prize in extempore speech organized by David Hare training College
- Participated in debate competition held in Calcutta Girl's B.T.College (Topic- No retention policy upto class VIII)

### **37. Activities of the Guidance and Counseling Unit**

We believe that every teacher is a counselor. A friendly attitude prevails among the students and teachers of the department of Education. Students feel free to approach their teachers for personal and academic counseling.

The department has a separate Counselling Room where the teachers actively help the students with their personal as well as academic concerns.

### **38. Placement Services provided to students**

The B.Ed department does not have a separate Placement Cell. However, the Department of Education regularly co-ordinates with the Placement Cell of the college. One of the teachers of the department is a member of Placement Cell Advisory Committee of the college. The department also provides the students with information of vacancies in various educational institutions by displaying advertisement on the notice board of the department.

The record of the students of 2009-10 placed in different educational institutions is attached in **Annexure IV**

### **39. Development Programmes for non-teaching staff**

Computer training and formative programmes were organized by college for enrichment of office staff.

### **40. Good Practices of the Institution**

Good practices of the B.Ed

- i. Weekly staff meetings
- ii. Regular interaction between staff and students
- iii. Participation of students in different inter college events
- iv. Collaboration with other colleges and NSS for seminar/workshop and social work.
- v. Involvement of the students in administration of the department like admission, maintenance of discipline etc
- vi. Self government through an apolitical Student Council
- vii. Remedial Teaching
- viii. Practice of different innovative teaching methods like Peer Team teaching, Seminar teaching etc. by students
- ix. Compulsory Action Research by the students on school based activities
- x. Compulsory project in both method subjects on the basis of field work
- xi. Compulsory Community Outreach Service by the students
- xii. Annual Departmental magazine
- xiii. Introduction of four clubs namely Literary Club, Science Club, Nature Club and Cultural Club to showcase the talents of the students.
- xiv. Educational Counseling of the students by the teachers
- xv. Mentoring of the students by the teacher-mentors
- xvi. Teacher Exchange Programme with other colleges

- xvii. Involvement of ex-students of the department in organizing seminars and workshops as well as in B.Ed Inaugural Programme
- xviii. Practice of life centric methods like Swine Flu Awareness, Afforestation, Environmental Awareness Campaign etc.
- xix. Orientation and enrichment programme for the teachers
- xx. Evaluation of the teachers through students' feedback
- xxi. Organizing different co-curricular activities by the students like celebration of Teachers Day, celebration of birthdays and death anniversaries of eminent persons
- xxii. Participation of students in college sports as well as in other activities of the college
- xxiii. Annual meeting of the Parent-Teacher Association
- xxiv. Annual meeting of the Teacher-Headmaster/Headmistress Association
- xxv. Teaching Aid workshop
- xxvi. Pre-Practice Teaching/Block Teaching by the external and internal teachers
- xxvii. No plastic and smoking zone inside the department
- xxviii. Compulsory Educational Tour
- xxix. Provision of books free of cost for the students from the Book Bank of the department.
- xxx. Availability of teachers during vacation for academic counseling
- xxxi. Library service during vacation
- xxxii. Fee concession for the needy students
- xxxiii. Orientation programme for the teacher trainees through different activities like role play, debate, seminar and workshop.

#### **41.Linkages developed with National/International, Academic/Research bodies**

Continuation of the linkage with the IGNOU B.Ed. Program for the in-service teachers.

#### **42.Action Taken Report on the AQAR of the previous year**

- The department actively participated in the celebration of 150<sup>th</sup> year of the college.

- Curriculum was restructured through introduction of project work in all method papers.
- B.Ed library was separated from Central Library and shifted to its original place.
- B.Ed Staff room and office were shifted and renovated
- Many official formats were introduced and some were modified like duplicate certificate, transfer certificate, character certificate, certificate on last date of examination, permission letter for school based activities, official transcript, format of library card, release order, remuneration sheet for the teachers etc.
- A Students' Activity Account was opened in the college treasury to finance various students' programmes of the department
- Provision was made in the time table for weekly staff meetings to monitor the development of the department
- Admission & examination forms were redesigned
- A proposal was submitted to UGC for sanctioning fund for National Level Seminar
- Student feedback was taken through common feedback form of the college
- Student Exchange Programme started in collaboration with Gopal Chandra Memorial College, New Barrackpore
- B.Ed syllabus was revised by involving the external as well as internal teachers
- Uniformity in the pattern of Lesson Plan, Pedagogical Analysis, Achievement Test, Simulated Lesson, Project etc was brought about.
- The groundwork for B.Ed Alumni Association was initiated
- A farewell programme was organized for the outgoing students of the department
- External teachers were involved in the Pre-Practice Teaching Session
- Remedial teaching was introduced
- The department won "The Men's Volleyball Championship" of the college and was also awarded "The Highest Attending Contingent" in the College Annual Sports.
- Value education classes were held to implement Jesuit Pedagogical practices
- Web based hyperlink of the B.Ed department was launched in the college website.



- Psychological resources were developed for the establishment of the Psychology laboratory.
- Counselling services were provided to the students through the setting up counseling room.
- Computerization of B.Ed library was initiated.

#### **43. Any other relevant information the institution wishes to add**

The department enthusiastically participated in the closing ceremony of the sesquicentenary of St. Xavier's College.

The faculty members attended 'Teachers day' celebration, annual lunch and dinner hosted by the alumni association.

Essential infrastructural facilities were upgraded in order to add more class rooms and to provide latest technologies for teaching learning and evaluation.

B.Ed and other offices were set-up in the Jubilee Building.

The department wholeheartedly participated in Xavotsav 2010.

#### **Section C: Outcomes achieved by the end of the year (attach separate sheet if required).**

- A Psychology Laboratory has been set up to bridge the gap between the theoretical and practical Educational psychology for the trainee teachers.
- Science and Mathematics Resource Centre was established for enhancement of the effectiveness of the teaching learning process especially for method papers like Science and Mathematics.
- A separate B.Ed Counseling Room was set-up to provide alternative channels of communication open to the trainee teachers for adequate personal counseling whenever required.
- One computer with internet access was provided for students.
- Partial computerized classification and categorization of books in the B.Ed library was achieved.

- Official formats like duplicate certificate, transfer certificate, character certificate, certificate on last date of examination, permission letter for school based activities, official transcript, format of library card, release order, format of remuneration for the teachers etc. were modified and introduced by the office, which in turn facilitated smooth running of the administration.
- The B.Ed staffroom, office of Dean of Education and the B.Ed office were remodeled and brought in vicinity to the Dean's office, so that there is dynamism in administrative procedures.
- Teaching aid workshop, seminar and student exchange programmes were organized.
- Provision was made in the time table for weekly staff meetings to monitor the development of the department as well as to strengthen the bond among the faculty members and exchange of ideas.
- UGC sponsored National Level Seminar proposal was submitted and accepted followed by sanction of grants.
- The students took more active part in co-curricular activities of the college like 150<sup>th</sup> year celebration, inaugural programme etc.
- Innovative teaching methods like Peer Team Teaching, Seminar mode of Teaching were practised in class besides the traditional methods.
- A Student Activity Account was opened in the college treasury to sponsor various programmes of the students.

#### **Section D: Plans of the HEI for the next year**

- To organize mentoring system in a more organised way in the department
- To reorganize the pattern of practice teaching
- To invite professors of other colleges for pre-practice teaching session
- To encourage the students more in college sports
- To design a certificate format on NCTE recognition
- To organize inter-college Teacher Exchange Programme

- To organize seminar in collaboration with other colleges
- To organize UGC sponsored National Seminar
- To organize Orientation Programme for the teachers in the department
- To modify B.Ed admission form
- To open B.Ed Alumni Association
- To publish Annual Magazine
- To organize educational tour
- To subscribe to more journals/books for the B.Ed library especially National and International Journals
- To acquire one computer with internet access for the teaching staff
- To avail of the services of one office staff for the B.Ed office.

Name & Signature of the  
Director/Coordinator, IQAC

Name & Signature of the  
Chairperson, IQAC

## ANNEXURE I

### Prof. Swati Sarkar

| Name of seminar/workshop/paper presentation/books published/paper written  | Place/Publisher                                  | Date                 |
|--|--|----------------------|
| Reaccreditation organized by Quality Assurance Cell (NAAC), West Bengal State Council of Higher Education  | Bangla Academi Auditorium, Rabindra Sadan Campus | November 18, 2009    |
| International Seminar on "Education: Indian and Global Perspectives", by Ramakrishna Mission Sikshanmandira, Ramakrishna Mission Vivekananda University, Indian Association for Productivity, Quality & Reliability (U.G.C International Conference) | Ramakrishna Mission Sikshanmandira, Belur        | December 12-13, 2009 |
| State level seminar on "Emerging trends in contemporary Education: Implications for 21 <sup>st</sup> Century" organized by B.Ed. Dept. of Uluberia College & Institute of Advanced Studies in Education, David Hare Training College                 | Uluberia College                                 | April 09, 2010       |

### Prof. Mandira Mukherjee

| Name of seminar/workshop /paper presentation/books published/paper written | Place/Publisher        | Date                 |
|--|------------------------|----------------------|
| Refresher Course   | University of Calcutta | November 06-26, 2009 |

|  |  |          |
|--|--|----------|
| organized by<br>Department of<br>Education, University<br>of Calcutta        |  |          |
| Facilitator for 5<br>programme study<br>centers for IGNOU<br>B.Ed. workshops | 1) Hooghly<br>Teacher's<br>Training College.<br>2) G.C.M. College<br>of Education.<br>3) Nandalal Ghosh<br>B.T. College.<br>4) EL Bethel<br>College.<br>5) <u>Jain College</u> | May 2010 |

**Prof. Rajib Mukherjee**

| <b>Name of<br/>seminar/workshop<br/>/paper<br/>presentation/books<br/>published/paper<br/>written</b>              | <b>Place/Publisher</b>   | <b>Date</b>        |
|--|--|--------------------|
| Workshop on 'Reading<br>and Writing<br>Motivation'   | Psychological Research<br>Unit, Indian Statistical<br>Institute, Kolkata   | July 20, 2009      |
| Paper Presented on<br>'Construction and<br>Standardization of a test<br>on Creativity in<br>Physics'               | National Seminar on<br>'Science Education'<br>organized by Second<br>people education on<br>Science Congress,<br>Homi Bhabha Centre<br>for Research on Science<br>Education, TIFR,<br>Mumbai | October 5-10, 2009 |
| Paper written on<br>'Modification of<br>Teachers' Attitude<br>through Effective<br>Teacher Education<br>Programme' | 'Sikshachintan', Journal<br>of Education, Vol-3,<br>R.K.M. Shikshan<br>Mandira, Belur Math,<br>(ISSN No. 0973-5461)  | March 2009         |
| Workshop on  | Psychological Research   | March 23, 2010     |

|   |   |  |
|---|---|--|
| 'Reliability in Psychological Research' | Unit, Indian Statistical Institute, Kolkata |  |
|---|---|--|

**Prof. Charlotte Simpson**

| <b>Name of seminar/workshop/papers presented/book published/paper written</b>   | <b>Place/Publisher</b>  | <b>Date</b>                  |
|---|---|------------------------------|
| National Seminar on Re-thinking the Guru  | St. Xavier's College (Autonomous), Kolkata,   | July 09-10, 2009             |
| Paper presented on "Re-thinking the Guru- My Personal Experience with ICT in the classroom  | National Seminar organized by EMMRC and West Bengal State University at St. Xavier's College                      | July 09-10, 2009             |
| Resource person at an orientation programme for AICUF on "How long can we be oppressed?"  | St. Xavier's College (Autonomous), Kolkata  | August 2009                  |
| Refresher Course on Behavioural Sciences: "Health and Well Being of the Society"  | Academic Staff College, Rajabazar Science College, Kolkata  | August 17- September 5, 2009 |
| Paper presented on "Information and Communication Technology (ICT) and Health and Well Being of the Society"  | Academic Staff College, Rajabazar Science College, Kolkata  | August 17- September 5, 2009 |
| Paper Presented on "Contribution of the Jesuits to Education in Bengal" at the National Seminar to commemorate the 150 years celebration of Jesuit presence in Bengal | St. Xavier's College (Autonomous), Kolkata,   | November 2009                |
| Article written on 'Contribution of the Jesuits to Education in Bengal',  | 150 <sup>th</sup> year Magazine of the Bengal Mission (1859-2009) 'A Saga of Love, Faith, Hope', Calcutta Jesuits | November 2009                |

|   |  |                     |
|---|--|---------------------|
| Article written on St. Xavier's College-Vision 2020 'Men and Women for Others'                                | Goethals News, Vol.12,   | December 2009       |
| Resource Person at the seminar on "Information and Communication Technology (ICT) as an Educational Resource" | Department of Education, Loreto College, Kolkata                         | February 2010       |
| Moderator for an International Workshop cum Seminar on Student Issues   | St. Xavier's College (Autonomous), Kolkata                               | February 2010       |
| Paper Presented on "Bullying v/s Effective Leadership"  | International Workshop organized by AICUF, St. Xavier's College, Kolkata | February 2010       |
| IGNOU B.Ed. Workshops I & II  | St. Xavier's College (Autonomous) Kolkata                                | May to June of 2010 |

### **Prof. Monali Chakraborty**

| <b>Name of seminar/workshop/papers presented/book published/paper written</b>                                   | <b>Place/Publisher</b>                    | <b>Date</b>          |
|---|---|----------------------|
| Review of B.Ed. syllabus of different universities of West Bengal with respect to the guidelines of N.C.T.E     | Ramakrishan Mission Sikshanmandira, Belur | November 18, 2009    |
| International Conference on Education: Indian and Global Perspectives   | Ramkrishna Mission Siksha Mandir, Belur   | December 12-13, 2009 |
| State level seminar on 'Population Education: Curriculum and Strategies-Role of Teacher Education Institutions' | Calcutta Girls B.T. College               | March 23-24, 2010    |

### **Prof. Shuchismita Raha**

| <b>Name of seminar/workshop/papers</b> | <b>Place/Publisher</b> | <b>Date</b> |
|--|------------------------|-------------|
|--|------------------------|-------------|

| <b>presented/book published/paper written</b>  |           |               |
|--|-----------|---------------|
| Workshop conducted on 'Teaching English at the Class level under the Council for the Indian School Certificate Examinations' | New Delhi | August 2009   |
| Workshop conducted on 'Teaching English at the Class level under the Council for the Indian School Certificate Examinations' | New Delhi | December 2009 |

### **Prof. Rinki Gupta**

| <b>Name of seminar/workshop/papers presented/book published/paper written</b> | <b>Place/Publisher</b>                  | <b>Date</b>          |
|---|---|----------------------|
| International Conference on Education: Indian and Global Perspectives         | Ramkrishna Mission Siksha Mandir, Belur | December 12-13, 2009 |

### **Prof. Sadhana Jha**

| <b>Name of seminar/workshop/papers presented/book published/paper written/</b>                  | <b>Place/Publisher</b>                           | <b>Date</b>          |
|---|--|----------------------|
| National Seminar on Governing Business in 21 <sup>st</sup> Century Opportunities and Challenges | St. Xavier's College, Kolkata                    | November 20-21, 2009 |
| <i>'Media me yathartha aur kalpna': Strike sandharbhame</i>                                     | 'Sahitiyiki' 19 B J. L. Nehru Road, Kolkata - 87 | April 10, 2010       |

### **Prof. Ishani Dutta**

| <b>Name of seminar/workshop/papers presented/book published/paper written/</b> | <b>Place/Publisher</b> | <b>Date</b> |
|--|------------------------|-------------|
|--|------------------------|-------------|



|  |                  |                |
|--|------------------|----------------|
| State level seminar on “Emerging trends in contemporary Education: Implications for 21 <sup>st</sup> Century” organized by B.Ed. Dept. of Uluberia College & Institute of Advanced Studies in Education, David Hare Training College | Uluberia College | April 09, 2010 |
|--|------------------|----------------|

**Prof. Anindita Bej**

| <b>Name of seminar/workshop/papers presented/book published/paper written/</b>                                   | <b>Place/Publisher</b>      | <b>Date</b>       |
|--|-----------------------------|-------------------|
| State level seminar on ‘Population Education: Curriculum and Strategies- Role of Teacher Education Institutions’ | Calcutta Girls B.T. College | March 23-24, 2010 |

## ANNEXURE II

| <b>S.NO.</b> | <b>NAME OF THE ORGANISATIONS</b>                     |
|--------------|--|
| 1.           | Association of Voluntary Blood Donors of West Bengal |
| 2.           | Snegam   |
| 3.           | Nirmala Shishu Bhavan                                |
| 4.           | Udayani Social Action Forum                          |
| 5.           | Daya Dhan  |
| 6.           | The Leprosy Mission                                  |
| 7.           | Paikhala Primary School                              |
| 8.           | Child in Need Institute                              |
| 9.           | Socio-Legal Aid Research and Training Centre         |
| 10.          | Arogya Sandhan                                       |
| 11.          | Dakshin Kolkata Sevashram                            |
| 12.          | St. Joseph's Old Age Home                            |
| 13.          | Lotus Project, St. Mary's Orphanage                  |
| 14.          | Premananda Leprosy Mission Hospital                  |
| 15.          | Bhoruka Public Welfare Trust                         |
| 16.          | Dhaksin Barasat Human Care Mission                   |

### ANNEXURE III

| <u>Serial No</u> | <u>Title of Books/Journals</u>                      | <u>No of Copies</u> | <u>Date of Purchase</u> |
|------------------|---|---------------------|-------------------------|
| 1.               | Modern Educational Psychology                       | 1                   | 27/07/09                |
| 2.               | Teachers in Emerging Indian Society                 | 1                   | 27/07/09                |
| 3.               | Modern Science Teaching                             | 1                   | 27/07/09                |
| 4.               | Essentials of Educational Technology and Management | 1                   | 27/07/09                |
| 5.               | Modern Theory and Principles of Education           | 1                   | 27/07/09                |
| 6.               | A Course in Teaching in Modern Mathematics          | 1                   | 27/07/09                |
| 7.               | Using Computers in Education                        | 1                   | 27/07/09                |
| 8.               | Modern School Administration and Organization       | 1                   | 27/07/09                |
| 9.               | Modern Educational Administration and Management    | 1                   | 27/07/09                |
| 10.              | Hindi Bhasa ka Itihas                               | 2                   | 20/08/09                |
| 11.              | Smayik Hindi Vyakaran                               | 2                   | 20/08/09                |
| 12.              | Hindi Sahitya Ka Itihas                             | 2                   | 20/08/09                |
| 13.              | Hindi Shitya Yug Aur Pravirtian                     | 2                   | 20/08/09                |
| 14.              | Hiand Bhasha Shikshan                               | 3                   | 20/08/09                |
| 15.              | Hindi Shikshan                                      | 3                   | 20/08/09                |
| 16.              | Bangla Bhasha O Sahito Sikhan Paddhatir Ruprekha    | 8                   | 14/09/09                |
| 17.              | Path Sankalan                                       | 4                   | 14/09/09                |
| 19.              | Bangla Sahayok Path                                 | 4                   | 14/09/09                |
| 20.              | Uchhatara Bangla Bykaran                            | 4                   | 14/09/09                |
| 21.              | Uchhamadhyamik Path Sanchayon                       | 4                   | 14/09/09                |
| 22.              | Uchhamadhyamik Path Sanchayon- Kabita and Natak     | 4                   | 14/09/09                |
| 23.              | Uchhamadhyamik Path Sanchayon- Choto Galpo O Probad | 4                   | 14/09/09                |
| 24.              | Shaityer Manimala                                   | 1                   | 14/09/09                |
| 25.              | Adhunik Bangla Byakaran O Nirmito                   | 1                   | 14/09/09                |
| 26.              | Sahitya Bithi                                       | 1                   | 14/09/09                |
| 27.              | Bhasha Shaitya                                      | 1                   | 14/09/09                |
| 28.              | Shaitya Bitant                                      | 1                   | 14/09/09                |
| 29.              | Sahitya Manjusha                                    | 1                   | 14/09/09                |
| 30.              | Bhasha Parichaya                                    | 2                   | 14/09/09                |
| 31.              | Madhyamik Rachana Bichinta                          | 4                   | 14/09/09                |
| 32.              | Innovative Science Teaching                         | 6                   | 20/11/09                |

|     |   |    |          |
|-----|---|----|----------|
| 33. | Teaching of Social Studies                        | 3  | 20/11/09 |
| 34. | A Text Book of School Education                   | 2  | 08/12/09 |
| 35. | Basic Psychological Processes                     | 2  | 08/12/09 |
| 36. | Essential of General Psychology                   | 2  | 08/12/09 |
| 37. | Modern Methods of Teaching Biology                | 2  | 08/12/09 |
| 38. | Educational Planning and Development              | 2  | 08/12/09 |
| 39. | School Management and Pedagogies of Education     | 2  | 08/12/09 |
| 40. | The Learner Nature and Development                | 2  | 08/12/09 |
| 41. | Abnormal Psychology                               | 2  | 08/12/09 |
| 42. | Principals of Educational and Vocational Guidance | 2  | 08/12/09 |
| 43. | Philosophical Foundation of education             | 2  | 08/12/09 |
| 44. | Advanced Educational Administration               | 2  | 08/12/09 |
| 45. | Technique of Teaching Political Science           | 2  | 08/12/09 |
| 46. | Microteaching and Prospective Teachers            | 2  | 08/12/09 |
| 47. | Methods and Techniques of Teaching                | 2  | 08/12/09 |
| 49. | Modern Methods of Teaching Political Science      | 2  | 08/12/09 |
| 50. | Learn and Teach Political Science                 | 2  | 08/12/09 |
| 51. | Teaching of Political Science                     | 2  | 08/12/09 |
| 52. | Methods of Teaching Educational Technology        | 2  | 08/12/09 |
| 53. | Techniques of Teaching                            | 2  | 08/12/09 |
| 54. | Method of Teaching Mathematics                    | 1  | 08/12/09 |
| 55. | Methods of Educational Measurement                | 1  | 08/12/09 |
| 56. | B. A. Shiksha Bigyan                              | 2  | 11/12/09 |
| 57. | B. A. Shiksha Bigyan- Moolayon O Nirदेशan         | 2  | 11/12/09 |
| 58. | B. A. Shiksha Bigyan- Part-2, Paper2 and 3        | 2  | 11/12/09 |
| 59. | Dictionary of Curriculum and Evaluation           | 2  | 11/12/09 |
| 60. | Bhoogol Shikshan Paddhati O Koushal               | 10 | 18/12/09 |
| 61. | Abnormal Psychology                               | 1  | 05/04/10 |
| 62. | Child Psychology                                  | 1  | 05/04/10 |
| 63. | Psychological Foundation of Education             | 1  | 05/04/10 |
| 64. | Statistics in Psychology and Education            | 4  | 05/04/10 |
| 65. | Shiksha Monobidya                                 | 4  | 05/04/10 |

#### ANNEXURE IV

| <b>S. NO</b> | <b>Name of the Students</b> | <b>Session</b> | <b>Name of Institution</b>                                 | <b>Designation</b>             | <b>Date/Month of Joining</b> |
|--------------|-----------------------------|----------------|--|--------------------------------|------------------------------|
| 1.           | Priyanka Chakraborty        | 2009-10        | St. Thomas Girls School, Kolkata WB                        | Part timer in Biology          | 21 <sup>st</sup> June 2010   |
| 2.           | Rosemary Sanjukta Singha    | 2009-10        | Delhi Public School, Kolkata WB                            | Part timer in English, History | 17 <sup>th</sup> June 2010   |
| 3.           | Mouvin Fernandez            | 2009-10        | St. Mary ODS Kolkata WB                                    | Teacher                        | 21 <sup>st</sup> June 2010   |
| 4.           | Jacqueline Benedict         | 2009-10        | St. Vincent's High & Technical Secondary School Asansol WB | Teacher English                | 2 <sup>nd</sup> July         |
| 5.           | Sushmita Biswas             | 2009-10        | Central Model School, Kolkata WB                           | Geography Teacher              | 14 <sup>th</sup> July 2010   |
| 6.           | Abantika Ganguly            | 2009-10        | MCKV Institute Howrah WB                                   | Geography Teacher              | 26 <sup>th</sup> July 2010   |
| 7.           | Indrani Chatterjee          | 2009-10        | Xaviers English School, Konnagar WB                        | Geography Teacher              | 12 <sup>th</sup> July 2010   |
| 8.           | Rajani Rajak                | 2009-          | Kolkata  | Hindi                          | 20 <sup>th</sup>             |

|     |                          |             |   |                      |                               |
|-----|--------------------------|-------------|---|----------------------|-------------------------------|
|     |                          | 10          | WB  | Teacher              | July2010                      |
| 9.  | Sudipta<br>Maity         | 2009-<br>10 | Julian Day<br>Kolkata<br>WB                       | Physics<br>teacher   | 01 <sup>st</sup> July<br>2010 |
| 10. | Satabdi<br>Chakraborty   | 2009-<br>10 | S.S.Jalan<br>Balika<br>Vidyalaya<br>Kolkata<br>WB | Geography<br>Teacher | 29 <sup>th</sup> June<br>2010 |
| 11. | Jacinta<br>Jyotsna Kujur | 2009-<br>10 | St. Agnes<br>Convent<br>School<br>Howrah<br>WB    | Hindi<br>Teacher     | 14 <sup>th</sup> July<br>2010 |

**Photographs of the Activities of the B.Ed. Department  
St. Xavier's College (Autonomous)  
Session 2009-10**

**Talk by Resource Person**



**Students' Orientation**



## Departmental Seminar



## Workshop by Nandikar





## Workshop on Teaching Aid



## Microteaching



## Team Teaching



## Cultural Programme



**Commemoration of the Death Anniversary of Rabindranath Tagore**



**Volleyball Champion (2009) of the College**



## Annual Sports Day



## Community Outreach Service



**Educational Tour to Bholakhali Village**



**Inter College Cultural Meet**



**Involvement of the students in B.Ed. Admission (2010-11)**



**B.Ed. Library**



## Teachers Day Celebration

