

THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

Name of the Institution : ST. XAVIER'S COLLEGE OF EDUCATION
Year of Report : 2007-2008
Name of the course : Bachelor of Education (B.Ed.)

Part A

The Course Coordination Committee (CCC), with the Principal as its chairperson, discussed and decided the academic calendar in the month of February 2007. And accordingly the C.C.C. decided the Academic Calendar for the session 2007-08 in four consecutive meetings. Table 1 shows the picture of number of working days with dimensions of curricular and co-curricular activities.

Table 1

Statement of working days and activities

Session	Admissions	Pre-practice preparation days	Practice teaching & Internship days	Days for seminars workshops & co-curricular Activities	Two Internal Exam. days	University Exam. days	Class teaching days	Total Working days
2007-08	8	5	30	17	10	8	155	233

For quality assurance it was decided to continue with the following

- the class tests in general papers
- the content tests in method papers
- two semester examinations (December & April)
- seminars
- workshops
- Educational excursions
- picnic
- Annual sports
- Each one Teach one
- Social survey
- Science Practicals
- Psychology Practicals
- Project Work
- Case Study
- Microteaching
- Campaign on Tuberculosis
- Blood Donation
- Awareness Programme for the neighbourhood schools
- Counselling to poor learners
- Counselling to advanced learners
- Mentoring
- Tutorials
- Assembly
- Action research in common errors in Hindi

The following seminars and workshops were held:

Seminars on:

- Microteaching
- Bloom's Taxonomy & Behavioural Objectives
- HIV/AIDS
- Visual Aids
- Environment Education for Sustainability
- Communal Harmony
- International Women's Day
- Women's Empowerment

Workshops in

- Specific Objectives
- Lesson Planning
- Integral Pedagogy
- Co-operative Learning and
- Classroom Communication

Community Contact Programmes held

- Each one Teach one
- Social Survey
- Campaign on Communal Harmony
- Campaign against Tuberculosis
- Blood Donation
- Awareness programme for the neighbourhood schools

The following Psychology Practicals were completed

- Project work
- Intelligence Testing and Interpretation
- Achievement Motivation Testing and interpretation
- Personality Assessment & interpretation
- Case study

The department of Languages, Social Science, Science and Mathematics developed power point projects and various audio-visual materials.

The following cultural functions were organized:

1. Orientation Programme
2. Welcome function
3. Feast of St. Ignatius of Loyola
4. Teachers' Day
5. College Day
6. Christmas get-together
7. Valedictory Function

As decided we continued assembly session before teaching began. Stress was given to ensure 100% attendance of the students as against 75% as required by the university.

As planned we also had the Annual Sports function and picnic-cum-historical excursion.

Part B

1. Activities reflecting the goals & objectives of the institution : Please refer to Appendix 1 (striking features of the college)
2. New Academic programmes initiated : Yes, Planning to Start M.Ed. course
3. Innovation in curricular design and transaction : Our curriculum design and delivery was based on specific objectives in the three domains, co-operative learning, learning styles, home assignment, group discussion and continuous evaluation including immediate evaluation which is a definite departure from lecturing style of delivery.
4. Inter-disciplinary programmes started : The nature of the "discipline of education" is in itself inter-disciplinary
5. Examination reforms implemented : It has been implemented at the internal examination and assessment but not at the university level, we are following continuous examination, evaluation and feedback system. Weightage is given on home assignment and project works.
6. Candidates qualified NET etc. : NIL
7. Initiative towards Faculty development programme : The teachers are deputed as participants and as resource persons to external seminars and workshops and also act as participants and resource persons in internal seminars and workshops.
Regular faculty participation in seminars and workshops on topics of importance held at various universities.

Networking and organizing workshops for teachers, principals and school administrators with other NGO's to bring up the quality of school education in Bihar
8. Total number of seminars/ workshops conducted : Seminars : 8
Workshops : 5
9. Research Projects
(a) Completed : An Investigation into Value System of teachers working at different levels of education
(b) Completed
10. Patents generated if any : N.A.
11. New collaborative Research Programme : NIL
12. Research grants : NIL
13. Details of Research Scholars : NIL

14. Citation index of faculty members on impact factor : NIL
15. Honors/Awards to the faculty : NIL
16. Internal resource generated : Through Course fees
17. Details of departments getting assistance : NIL
18. Community service : (a) Each one Teach Five
(b) Awareness Programme on Human Rights
(c) Awareness Programme on HIV/AIDS
(d) Awareness Programme on Air Pollution
(e) Awareness Programme " *1 kepp; d' l ek ; tsult* " to neighbourhood schools
(f) Campaign against Tuberculosis
(g) Campaign on Communal Harmony
(h) Blood donation camp
(i) Empowerment of Women
19. Teachers & officers newly recruited : One
20. Teachers-Non-teaching staff ratio : 2 : 1 (12/6)
21. Improvement in Library services : Total Books : 10930
Journals : 23
5 big New Bookshelves & 2 Almirahs purchased Library has been computerized
22. New books/journals subscribed & their value : Books : 333, Value : Rs. 41,387/-
23. Courses in which students assessment of teachers is introduced and the action taken on student feedback : B.Ed. course. The student feedback is discussed with the teacher concerned and the feedback appears to be significant. The teacher brings required modification.
24. Unit cost of Education : Rs. 30316
25. Computerization of administration and the process of admissions and examination result, issue of certificates
Examination Results : (a) Administrative work has been computerized
(b) Admission test (ii) interview and (iii) Group discussion.
(c) 100 % Pass, Out of 99 appeared in the Univ.Exam. 46 got distinction and 53 I Divisions
(d) The university takes about 2 months time in the examination process
(f) The university takes about 2 years in issuing the certificates
26. Increase in the infrastructural facilities : We have already 2353.52 sq.m. of built up area which comfortably serves the requirements of 100students, we have 2.5 acres of land

27. Technology up-gradation : List attached (Appendix 2)
28. Computer & Internet access & training to teachers & students : Students were given computer course of 15 hours duration
Teachers have access to computer and internet
29. Financial aid to students : 12 students were given loans scholarship @ Rs. 4000/- each. 16 financially weak students were helped to get State Govt. Scholarship. 42 students were helped to receive IGSSS Donation scholarship. (36 @ Rs.10000/- each and 6 @ Rs. 6000/- each)
30. Activities & support from Alumni Association : Regular meetings and gathering of the Alumni Association takes place. Programmes like sports & Christmas Gathering, Magic show etc. were conducted for the neighbourhood slum children. This year, too, Inter-school Painting competition for the neighbourhood schools was organised and the winners were given prizes and certificates.
31. Activities & support from P.T.A. : N.A.
32. Health Services : We utilize the health services of the dispensary of adjacent sister School which is situated in the same campus enjoying a common entrance.
33. Performance in sports activities : Internal Sports activities are held and most of the trainees take active part.
34. Incentives to outstanding sports persons : Medals & certificates are given during Annual Sports Meet which is held every year
35. Student achievements & awards : NIL
36. Activities of the Guidance & counselling unit : There is no such unit but the teachers provide them guidance & counselling
37. Placement services provided to students : Information about vacancies in different schools are displayed on the College Notice Board and students apply for placement
38. Development programmes for non-teaching staff : Special computer training was given to Non- teaching staff.
39. Healthy practices of the institution : Enclosed (Striking features)
40. Linkages developed with National/ International, academic/Research bodies : The college has linkages with UGC, NCTE, IGSSS, NCERT, AIACHE, JEA, IATE, Xavier Board, Jesuit Alumni Association of India, International Association of Jesuit Alumni, Women's Study and Development Centre, BHU and NGOs
41. Any other relevant information the institution wishes to add : NIL

Part C:

Detail the plans of the institution for the next year:

Classes for 2008-09 session.

Tables below shows the picture of number of working days with dimensions of curricular and co-curricular activities planned for 2008-09 session.

Session	Admissions	Pre-practice preparation days	Practice teaching & Internship days	Days for seminars workshops & co-curricular Activities	Two Internal Exam. days	University Exam. days	Class teaching days	Total Working days
2008-09	8	7	32	17	10	8	156	238

We have already applied to NCTE for permission to start M.Ed. course from 2008-09 session

For quality assurance:

- the class tests in general papers
- the content tests in method papers
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- workshops
- Educational excursions
- picnic
- Annual sports
- Each one Teach one
- Social survey
- Science Practicals
- Psychology Practicals
- Project Work
- Case Study
- Microteaching
- Campaign on Tuberculosis
- Blood Donation
- Awareness Programme for the neighbourhood schools
- Counselling to poor learners
- Counselling to advanced learners
- Mentoring
- Tutorials
- Assembly and
- Action research in Hindi, Civics & History

Seminars :

- Microteaching
- Bloom's Taxonomy & Behavioural Objectives
- HIV/AIDS
- Visual Aids
- Environment Education for Sustainability
- Communal Harmony
- International Women's Day
- Women's Empowerment

Workshops:

- Specific Objectives
- Lesson Planning
- Integral Pedagogy
- Co-operative Learning and
- Human Rights

Community Contact Programme:

- Each one Teach one
- Social Survey
- Campaign on Communal Harmony
- Campaign against Tuberculosis
- Blood Donation
- Awareness programme for the neighbourhood schools

Psychology Practicals

- Project work
- Intelligence Testing and Interpretation
- Achievement Motivation Testing and interpretation
- Personality Assessment & interpretation
- Case study

The department of Languages, Social Science, Science and Mathematics develop power point projects and various audio-visual materials.

Cultural functions:

1. Orientation Programme
2. Welcome function
3. Feast of St. Ignatius of Loyola
4. Teachers' Day
5. College Day
6. Christmas get-together
7. Valedictory Function

Teaching will begin with assembly session. Stress will be given to ensure 100% attendance of the students.

Annual Sports function and picnic-cum-historical excursion will be continued.

Name & Signature of the Coordinator, IQAC
IQAC

Name & Signature of the Chairperson,