

THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC (2011-12)

Name of the Institution : ST. XAVIER'S COLLEGE OF EDUCATION
Year of Report : 2011-2012
Name of the course : 1. Bachelor of Education (B.Ed.)
2. Master of Education (M.Ed.)

Section A

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.

The Principal called a meeting of the IQAC on 22.01.2011 and the Academic programme for 2011-12 session was discussed and Academic Calendar was planned. A number of new programmes and activities has been planned and executed along with the regular activities.

The B.Ed. session 2011-12 started on 4th July, 2011. A brief introduction of whole years' programme was given and teachers introduced themselves. Regular classes started on 4th July 2011. The M.Ed. session started from 17th August, 2011.

Other than the regular seminars and workshops, a number of seminars were organized and conducted by experts including Seminars on **Life History of St. Ignatius of Loyola** by Dr. (Fr.) Raymond Cherobim, S.J., Director of Jesuit Ph.D. holders, Patna, and **Positive Discrimination** by Fr. Tomy Nishant, S.J., Principal, St. Xavier's College, Patna & Director Xavier Institute of Social Research, Patna. Seminar for M.Ed. students on 'Introduction to Dissertation' by Fr. Thomas Perumalil, S.J., Principal. A workshop on **Environment Education for Sustainability** by Fr. Robert Athickal, S.J., Director Taru Mitra Ashram, Patna was conducted on 20th and 21st January, 2012. A seminar on **Human Rights** was conducted by members of PUCL, Patna on 3 February 2012 and a UGC Sponsored two day National seminar on '**Application of ICT for Quality Enhancement in Teacher Education**' in collaboration with Patna Women's College, Patna was conducted on 10 & 11 February, 2012. **Talk on "Communal Harmony" by Prof. Ram Puniyani on 21st November, 2011**

Seminar on Social Media Networking by Shri Bhupesh Trivedi, Professor, St. Xavier's College, Mumbai on 16-17 March, 2012

A seminar on **Women Empowerment** was held on 13 March, 2012.

Communal Harmony & Flag Day week was observed from 19 – 25 November, 2011. Campaign on **Anti-Tuberculosis** was held in January 2012, Awareness programme on **HIV/AIDS** was held on 27 August, 2011. All the students participated in **Quiz** Competition held on 27 January, 2012, **Essay Competition**, on the occasion of 'Hindi Diwas' on 14 September, 2011 and **Poetry Competition** (Kavi Goshti) on 22 February, 2012, **Role Play** and **Debate** were held on the occasion of International Women's Day. **Educational Survey, Each one**

Teach one, Video viewing and screening of Educational C.Ds, Slide Show on different school subjects were prepared by the students. Further they took part in cultural programmes, educational tour and the Annual Sports Meet. Independence Day & Republic Day were celebrated and Patriotic song competitions were held on these days.

A **Blood Donation Camp** took place in the college on 21.4.2012 in which 23 staff & students of our college donated blood for the needy through Kurji Holy Family Hospital, Patna. A Social Awareness Programme "**सामुदायिक सेवा परियोजना**" was conducted by the students and the teachers of our college for the neighbourhood school-students, parents and teachers on 23-25 April, 2012 and a project on the same was prepared by different groups of students.

Remedial classes in Hindi and Spoken English classes were conducted for the benefit of the trainees at the beginning of the session. They took six content tests, 4 class tests, two semester tests, 3 Psychology practicals, a case study and presented a project report.

Our faculty members were fully committed to **Research and Documentation** which was one of the goals of our college. A book of Research papers presented by different college teachers during the National Seminar on "Teacher Education : A National Challenge" organized by our college on 23 & 24 March 2011, was published in December 2011. Action Researches in all subjects were done by our students. Students visited few historical places and also made historical documentary which is used for their teaching.

Our institution is regularly publishing the quarterly Newsletter named '**Xavier Vista**' which was started in 2011.

Our non-teaching staff attended a workshop on 'Smart class' organized by our College. on 2nd & 3rd January, 2012 and also a Seminar on Social Media Networking by Shri Bhupesh Trivedi, Professor, St. Xavier's College, Mumbai

A variety of cultural functions were organized by the students under the guidance of teachers during the session.

Most of the classes were held using ICT. The faculty and students made use of the new technologies.

Pre-practice teaching which included seminar on **Microteaching, formulation of specific objectives, questioning techniques, introduction to Bloom's taxonomy of educational objectives, and audio visual aids** were held in the beginning of the session to prepare the trainees well for practice teaching. The teachers took model lessons in each of the method subjects.

Subsequently simulation classes and criticism classes in each of the method subjects were taken by the trainees.

Practice teaching and internship were held from 19th September to 12th November, 2011. The 22nd Annual Sports Festival was held for the B.Ed. trainees on 26th February, 2012. The winners were awarded medals & certificates.

The third batch of Our M.Ed. students have successfully completed their course on 12.5.2012 and appeared in university examination conducted by the Magadh University on 11.6.2012 and are waiting for their results.

The B.Ed. session for 2011-2012 ended on 30th April 2012 with a grand Valedictory Function. Of the 100 trainees admitted, All 100 appeared in the university examination conducted by the Magadh University on 11.6.2012 and waiting for their results.

In conclusion, this has been a fruitful year with many achievements.

Section B

1. Activities reflecting the goals & objectives of the institution

Our academic and co-curricular activities are directed to make one intellectually, emotionally, spiritually and physically competent. We insist that every member of the college family works towards this objective. We also try to be in tune with the modern technologies in our efforts to train our students to be truly modern and fully human. We expect our graduating trainees to be well-motivated teachers who will be catalysts of social transformation. Our efforts have also been promotion of spiritual and moral values.

2. New Academic programmes initiated. : NIL

3 Innovation in curricular design and transaction

Our curriculum is intended to provide knowledge and skills required to lead successful lives. We are committed to promoting quality education and are working for academic excellence by conducting research, training and innovative activities.

In our pre-service training we are not merely satisfied with providing the trainees with a B.Ed./M.Ed degree, but we try to develop excellence in all spheres of their life to make our trainees to become men & women for others according to true Jesuit charism. So that once they have imbibed these qualities it is easier to transmit the same to their students, whichever school or place they are working.

4. Inter-disciplinary programmes started

The curriculum is composed of Philosophical, Sociological and Psychological foundations of education along with elements of ICT and educational technology so as to make the curriculum updated. Educational Management as a part of the curriculum includes scientific, humanistic, sociological and psychological aspects in it.

5. Examination reforms implemented

Though examination reforms are the prerogative of the university, our students are taught to make blue prints with objective short answer and long answer questions.

The college conducted six content tests in method subjects, class tests in general subject and two semester tests. The scores of the first semester test were used for remedial teaching and academic guidance to all the three groups - the average, the below average and the above average

6. Candidates qualified NET etc. : NIL

7. Initiative towards Faculty development programme

The teachers given leave to attend faculty enrichment programmes both at the college and at different centres where national seminars were conducted: among them are "Research Methodology through ICT using Edusat Network" organized by SCERT, Patna on 24-26 August, 2011, " Different roles of Women in the society" organized by J.D. Women's College on 30-31 January, 2012 National conference on "Innovations in Teaching-Learning, Research and Unique Practices in Higher Education" organized by Kristu Jayanti College, Bangalore on 17 & 18 November, 2011 "Education in the Background of Social Justice" organized by Deptt. of Philosophy, J.D. Women's College, Patna on 26-27 November, 2011. "Educational Technology in Teaching and Learning: Prospects and Challenges" organized by Deptt. of Education, Patna Women's College, Patna on 3rd March, 2012 UGC sponsored National Seminar on 'Application of ICT for Quality Enhancement in Teacher Education" organized by St. Xavier's College of Education, Patna in collaboration with Patna Women's College, Patna from 10-11 February, 2012. ICTs can enhance the quality of education in several ways: by increasing learner motivation and engagement, by facilitating the acquisition of basic skills, and by enhancing teacher training. ICTs are also transformational tools which, when used appropriately, can promote education to a learner-centered environment.

8. Total number of seminars/workshops conducted : 16

Local Seminars	: 12 (1. Microteaching, 2. Integral Pedagogy Paradigm, 3. Learning Styles, 4. Co-operative Learning, 5. Visual Aids, 6. Code of Professional Ethics, 7. Joyful Learning, 8. Women Empowerment 9. HIV/AIDS 10. Communal Harmony, 11, Life history of St. Ignatius of Loyola, 12. Introduction to Smart Class)
Workshops	: 3 (1. Human Rights, 2. Environment Education for Sustainability, 3. Positive Discrimination)
National Seminars	: 1 (Application of ICT for Quality Enhancement in Teacher Education)

9. Research Projects

(a) Ongoing	:
(b) Completed	: NIL

10. Patents generated if any : NIL

11. New collaborative Research Programme :

12. Research grants received from various agencies: NIL

13. Details of Research Scholars

One of our faculty has submitted his Ph.D. Thesis in Education from M.S. University, Tirunelveli, Tamil Nadu.

14. Citation index of faculty members on impact factor : NIL

15. Honors/Awards to the faculty National and International

Fr. Principal, Dr. Thomas Perumalil, S.J. received the Glory of Education Excellence award for Outstanding Achievements in the Field of Education from International Institute of Education & Management New Delhi,

16. Internal resource generated

Course fee @ Rs. 50,000/- per student for 100 B.Ed. students

Course fee @ Rs. 75,000/- per student for 33 M.Ed. students

17. Details of departments getting assistance/ recognition under SAP, COSIST(ASSIST) DST, FIST And other programmes : NIL

18. Community services

Our student-teachers are linked with the community through Each one Teach one and community survey programme. The Social Awareness Programme "सामुदायिक सेवा परियोजना" which is a regular schedule of our curriculum, was conducted from 23-25 April, 2012 to the neighbourhood schools.

Awareness Programme on HIV/AIDS headed by Dr. Ajay Krishna, PMCH, National Resource Person, School AIDS programme, UNICEF/NACO, was conducted for our staff and students on 27th August, 2011. Campaign against Tuberculosis and sale of T.B. seals for raising funds for the Bihar Tuberculosis Association and Communal Harmony week were also arranged in the college.

A Blood Donation Camp took place in the college on 21.4.2012 when 22 staff & students of our college donated blood.

We have conducted a UGC sponsored six months coaching programme for entry into services for the candidates who are preparing for different competitive examinations. 37 candidates from the deprived sections of the society benefitted from this programme during 2011-2012 session.

19. Teachers & officers newly recruited: NIL

20. Teachers-Non-teaching staff ratio: 15:8

21. Improvement in Library services

Our library is semi-automated. 365 books have been added this year. The Library has 23 Indian journals and 4 foreign journals and 2 e- journals. UGC's NLIST services are availed and library has high speed broadband connectivity. Every staff and student can access to more than 2000 e-journals and more than 50000 e-books now.

22. New books/journals subscribed & their value

New Books added	: 365
Value of new books	: 1,36,255/-
No. of journals added	: 4
Value	: 1.5 lakhs/p.a

23. Courses in which students assessment of teachers is introduced and the action taken on student feedback

The feedback format of NAAC is used for getting the overall evaluation to rate the teachers, the course and programme and teaching of the institution at the end of the session by the students. The Principal gets the feedback from students and confidentially discusses the performance with the individual staff member and is advised for improving his/her performance. This practice has reflected in better performance by the teachers.

24. Feedback from stakeholders :

25. Unit cost of Education

Excluding salary component = 7,000/-

Including salary component = 52,000/-

26. Computerization of administration and the process of admissions and examination result, issue of certificates

The college has computerized Management Information System (MIS). This is in place to select, collect, align and integrate data and information in academic and administrative aspects of the institution. Information about admission and its procedure is advertised through website and forms could be downloaded and filled-up. Tabulation and standardization of admission tests and selection of students are computerized. Selected list is displayed on the website.

Student information of all batches is computerized for ready reference.

After each semester examination, computerized progress reports (examination result) are issued and at the end of the course certificates are issued to the students.

27. Increase in the infrastructural facilities

All the class rooms are well equipped with modern technological equipments for ICT enabled teaching.

One more ceiling mount wireless LCD projector with motorized screen is added. One Interactive Projector has also been added.

28. Technology up-gradation

The computers in the computer Laboratory are upgraded with the latest software.

29. Computer & Internet access & training to teachers, non-teaching staff & students

All the teachers and most of the students availed the computer and internet facility during the year . Teachers were encouraged to attend training and workshops related to latest technology/ICT. We have Annual Membership of INFLIBNET-NLIST for the year 2011 with Information and Library Network Centre Gujrat University. A seminar on Social Media Networking for staff and students was conducted on 16-17 March, 2012 by Shri Bhupesh Trivedi, Professor, St. Xavier's College, Mumbai.

30. Financial aid to students

There is a provision of IGSSS Loan Scholarships, and donation scholarships for the poor students from the deprived sections of the society and Govt. Welfare Scholarship for SC, ST & OBC students from State Govt. Welfare department.

IGSSS Loan scholarship given : 5000/- each for 3 B.Ed. students.

UGC XI Plan scholarship grant @ 6000/- to 26 B.Ed. students and 9 M.Ed students of SC, ST, OBC and minority category were given.

7 SC/ST/ students of B.Ed. course @ 48300/-, 5 students @ 28300 2 OBC students of B.Ed. @27090/- and 3 students of M.Ed. course @ 71500/- received Govt. Scholarship.

2 students were given scholarship Rs. 10000/-each and 1 students was given 6000/- from the college scholarship fund during 2011-12 session.

31. Activities & support from the Alumni Association

24 batches of students, (2380) have gone out of this college. Meetings are held by the executive committee four to five times a year, Cultural activities are organized for the neighbourhood school children. A Seminar on "Education for Transformation" was held on 11 March, 2012 for our Alumni who are teaching in different schools.

A Blood donation camp was held by the Alumni Association on 18.9.2011 in which 22 of our Alumni and other members from the local communities donated blood at Kurji Holy Family Hospital, Patna. There is provision for regular interaction with the ex-students with regard to job problems, job opportunity, etc.

32. Activities & support from Parent Teacher Association

Parents are invited for college functions. Their suggestions are taken seriously and acted upon. There is great cordiality and cooperation with the PTA.

33. Health Services

In case of any emergency, necessary first aid is available in the college itself. Dispensary services of the sister school situated in the same campus is also used. Awareness programme on HIV/AIDS, Hepatitis and Tuberculosis are regularly held. Blood Donation is a regular feature of our college every year.

34. Performance in sports activities

Our trainees took active part in the college Annual Sports. A variety of Games and Sports activities were held during the Annual sports Festival held on Sunday, 26th February, 2012. Physical Education classes are held once in a week.

35. Incentives to outstanding sports persons

During the College Annual Sports Meet the winners are given Certificates, Medals and trophies. Joseph Kisku and Rashmi Xalxo of B.Ed. session 2011-12 were awarded the trophies for Overall Champions

36. Student achievements & awards

We have conducted competitions on Essay, Role Plays, Quiz, Debate, Poetry, Poster making and Patriotic song during the session and the winners were awarded with certificates, medals and prizes.

37. Activities of the Guidance & counselling unit

Our Career Guidance and counseling unit is very active since its establishment. Our staff and students made use of it during their stay here. A seminar also was conducted by Fr. Sushil Sah, S.J on Guidance and Counselling in July, 2012

38. Placement services provided to students

A placement cell has been set-up in the college in February 2012. End of the session different schools and colleges come to recruit our students.

39. Development programmes for non-teaching staff

Our non-teaching staff attended seminar on smart class room and are guiding the students to use the same for their classes.

40. Good practices of the institution

Every class day begins with a class assembly which includes a prayer invoking God's blessings on all. Keeping in mind the multi-religious nature of our society and need for peace and harmony, inter-religious prayer services are held on special occasions like Inaugural Day, Teachers' Day, College Day, Valedictory Function etc.

41. Linkages developed with National/ International, academic/Research bodies

No new linkages developed during 2011-12 session

42. Any other relevant information institution wishes to add

The university results of (2011-12) M.Ed. was declared on 5.2.2012. Out of the 33 appeared, 20 secured distinction and 13 First divisions and B.Ed. results was declared on 19.3.2012. Out of the 94 appeared 77 secured distinction and 17 First divisions.

A well equipped conference room and smart class room has been set up. Smart classrooms were set up in January 2012.

A book on " National Seminar on Teacher Education : A National Challenge" was published in December 2011. A National Seminar on "Application of ICT for Quality Enhancement in Teacher Education" was organized and conducted on 10 & 11 February 2012 in which 244 teachers from different colleges of India including our B.Ed. and M.Ed. staff and students had attended.

Section C:

Outcome achieved by the end of the year (attach separate sheet if required)

Section D:

Plans of the HEI for the next year

The institution has planned the following for next academic year (2012-2013)

1. Minor Research Projects to be started
2. A journal on Education to be published regularly

Sd/-

Fr. Ignatius Topno, S.J.

Name & Signature of the Coordinator, IQAC

Sd/-

Dr.(Fr.) Thomas Perumalil, S.J.

Name & Signature of the Chairperson, IQAC