

# The Annual Quality Assurance Report (AQAR) of the IQAC

July 1, 2018 to June 30, 2019

Part – A

AQAR for the year

2018-2019

## I. Details of the Institution

1.1 Name of the Institution

ST. XAVIER'S COLLEGE OF EDUCATION

1.2 Address Line 1

DIGHA GHAT P.O.

Address Line 2

City/Town

PATNA

State

BIHAR

Pin Code

800 011

Institution e-mail address

sxcepatna@gmail.com

Contact Nos.

0612-2260253

Name of the Head of the Institution:

Prof.(Dr.) Thomas Varghese, S.J.

Tel. No. with STD Code:

0612-2260253

Mobile:

09431269234

Name of the IQAC Co-ordinator:

Dr.(Fr.) Ignatius Topno, S.J.

Mobile:

9470552454

IQAC e-mail address:

sxcepatna@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) **SXCEPATNA 09993**

1.4 Website address:

www.sxcepatna.edu.in

Web-link of the AQAR:

http://www.sxcepatna.edu.in/b\_new/pdf/aqar\_iqac/AQAR201819.pdf

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B++	83.5	2004	5 years
2	2 <sup>nd</sup> Cycle	A	3.11	2010	5 years
3	3 <sup>rd</sup> Cycle	A	3.02	2016	5 years
4	4 <sup>th</sup> Cycle				

1.6 Date of Establishment of IQAC : DD/MM/YYYY

10.02.2005

1.7 AQAR for the year (for example 2010-11)

**2018-19**

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2015-2016 submitted to NAAC on 05.04.2017
- ii. AQAR 2016- 2017 soft copy uploaded on 10/06/2018
- iii. AQAR 2017-2018 soft copy uploaded on 04/01/2019

1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

Aryabhata Knowledge University,  
Patna Bihar

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University -UGC

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)  
Christian  
Minority : Self  
financing

UGC-COP Programmes

**2. IQAC Composition and Activities**

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

No.	<input type="text" value="3"/>	Faculty	<input type="text" value="2"/>
Non-Teaching Staff/Students	<input type="text" value="1"/>	Alumni	<input type="text" value="3"/>
		Others	<input type="text" value="0"/>

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

1. Institutional: 150th Birth Anniversary of Mahatma Gandhi was celebrated with a seminar on Mahatma Gandhi and his contribution to our Nation  
 2. Institutional: Women Empowerment  
 3. Institutional : Human Rights

2.14 Significant Activities and contributions made by IQAC

IQAC of the college had planned and prepared the advanced copy of the proposal for Autonomous Status and sent the same to UGC in December 2017. After thorough scrutiny of the proposal, a four member inspection team headed by Mr. Shyamdas B. Menon, Vice Chancellor, Bharat Ratna B.R. Ambedkar University, Delhi, was inspected our college on 30th & 31st August, 2018. On the basis of the report submitted by the inspectors, our college was granted Autonomous Status on 11<sup>th</sup> October 2018. As per the UGC regulations for autonomous colleges, the follow-up steps like forming different committees/Boards/Councils were also taken care of in one month time. The report of the meetings of different bodies were conducted, the resolution and action taken report of the meetings were also uploaded on website. By the initiative of IQAC on 2<sup>nd</sup> March, 2019 a campus placement was organized for B.Ed. & M.Ed. 2017-2019 session. 73% of our students were placed in different schools. 9% of our B.Ed. students joined M.Ed. course at our college. 23 of our B.Ed. students were sent to Netaji Subhash Institute of Technology and Computer Society of India, Bihta for one day seminar on Cyber Security and Cyber Forensics and gained good knowledge on Cyber Security. In all these activities IQAC played an important role to initiate and conduct all the programmes.

2.15 Plan of Action by IQAC/Outcome

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 \*

	Academic Calendar 2018-2019 Attached ( <u>Annexure i</u> )

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body

Provide the details of the action taken

The suggestions of the managing committee was sought all through, to prepare the AQAR. It was suggested to include all the procedure we followed to get autonomous status to our college. After all it was a great goal that we achieved. The Managing Committee along with IQAC of the college had planned and prepared the AQAR. Each Criterion was well scrutinized, specially the SWOT analysis part was thoroughly discussed with the Managing Committee and final report was prepared. Teacher evaluation by students done at the end of the year and given to the staff individually and advised for improvement if needed.

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	1	0	1	0
UG	1	0	1	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
<b>Total</b>	<b>2</b>		<b>2</b>	

Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

1.2 (i) Flexibility of the Curriculum: CBCS  /Core/Elective option  / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	2
Trimester	
Annual	

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
(On all aspects)

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

*\*Please provide an analysis of the feedback in the Annexure*  
(Students Feedback attached (Annexure 2 a,b,c,d))

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Yes, This year we have made certain changes in the syllabus. Since the college was granted autonomy this year, the entire syllabus was re-shuffled and Choice Based Credit System (CBCS) was introduced and the whole B.Ed. course was changed into four semesters. M.Ed. course was already in semester system it had no change. Rest are followed as per UGC regulations for Autonomous Colleges.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	14	12	1	1	0

2.2 No. of permanent faculty with Ph.D. 7

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	0	0	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty   04

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	1	8	15
Presented papers	0	11	13
Resource Persons	0	5	9

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Prior to the first period of classes we have meditation & Yoga for the students & staff. A number of activities are undertaken to supplement theory classes. Students are made to participate in workshops, tutorials, debates, quiz, presentation of classes, case-studies, project work and assignment, Psychology practical tests, Bio-Socio Analysis, viva-voce. Emphasis is placed on the development of teaching and communication skills in students. We encourage our students to participate in all the co-curricular activities which make them self-confident and bring out their hidden talents and thus promote students' interaction with each other. Each method had a specific learning purpose as these are very useful for evaluating the skills of students. We provided scholarships and interest free loan to the marginalized and the poor to complete their course successfully at our college. The average and even some below average students have done well within their limits. By the time they leave our college, we see noticeable improvement in them.

2.7 Total No. of actual teaching days 231

during this academic year

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

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2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/ Curriculum Development workshop

5/	4/	4
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2.10 Average percentage of attendance of students

93
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2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Ed. (2017-19)	98	82	16	NIL	NIL	100
M.Ed.(2016-18)	27	23	4	NIL	NIL	100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

Since the college was granted autonomy this year, the entire syllabus was re-shuffled and Choice Based Credit System (CBCS) was introduced and the whole B.Ed. course was changed into four semesters. M.Ed. course was already in semester system and it had no change. In the beginning of the session, the teachers were asked to make the course design in a register and keep it for their perusal after getting it approved by the Principal. The IQAC has taken initiatives to remove deficiencies and enhance quality in education by conducting seminars on value education, environmental education, health education, Human Rights, Awareness Programmes on different diseases and many other day to day activities. In every semester we conducted a mid-sem exam. prior to semester-end exams and the results of the same was given to the students to improve their performance.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	18
UGC – Faculty Improvement Programme	0
HRD programmes	
Orientation programmes	14
Faculty exchange programme	7
Staff training conducted by the university	0
Staff training conducted by other institutions	14
Summer / Winter schools, Workshops, etc.	3
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	8	0	0	0
Technical Staff	2	0	0	0

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

With the Initiative of IQAC six of our professors have completed their Minor Research Projects starting from 2014 till 2018. As a regular feature seminar on ProQuest, which explains very well about Research and Dissertation, was conducted this year, too, for all our B.Ed. & M.Ed. students. Three of our faculty members are completing their Ph.D. while four are pursuing. Our college also has collaborated with Patna Women's College, Patna for a NAAC sponsored National Seminar on "Excellence in Higher Education: Emerging Concerns and the Road Ahead". Our M.Ed. students have organized a seminar on "Indian Educational Philosophy and its Relevance in 21<sup>st</sup> Century." Our college regularly publishes a bi-annual: "Journal of Research in Education" in which our faculty, M.Ed. & Ph.D. scholars publish their Research articles.

#### 3.2 Details regarding major projects: NIL

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	6	0	6	6
Outlay in Rs. Lakhs	0	0	11,80,000/-	11,80,000/-

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	2	8	1
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	0	8	1

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

#### 3.6 Research funds sanctioned and received from various funding agencies, industry and

other organisations :  2014-2016 & 2016-2018

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2	UGC	11,80,000/-	11,80,000/-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total	2		11,80,000/-	11,80,000/-



3.7 No. of books published i) With ISSN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges  
Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	0	0	0	7
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations  International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : 00

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

NIL

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year :

Total	International	National	State	University	Dist	College
0	0	0	0	0	0	0

3.18 No. of faculty from the Institution who are Ph. D. Guides   
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones) NIL

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events: NIL

University level  State level   
National level  International level

3.22 No. of students participated in NCC events: NIL

University level  State level   
National level  International level

3.23 No. of Awards won in NSS: NIL

University level  State level   
National level  International level

3.24 No. of Awards won in NCC: NIL

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

1. Faculty & Students Seminar :
  1. Institutional: 150th Birth Anniversary of Mahatma Gandhi was celebrated with a seminar on Mahatma Gandhi and his contribution to our Nation.
  2. Women Empowerment
  3. Human Rights
2. Consultancy Programme:
  1. Six of our teachers are members of the inspection team for affiliation, selection of Principals & teachers for other colleges under different universities.
  2. Two of our teachers are external members of the moderation Board of Patna University
  3. Seven of our teachers are Selection Committee Members, external examiners and inspection team of different colleges & Schools of Bihar
  4. Two of our teachers are Board of Studies and Academic Council members of Patna Women's College, Patna
  5. All our teachers are Paper evaluators of Aryabhata Knowledge University, Patna and few are of other universities in Bihar.

## 4. Infrastructure and Learning Resources

### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	2.5 Acres	0		
Class rooms	08			
Laboratories	3			
Seminar Halls	2			
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)		0	Course Fee	
Others:				

### 4.2 Computerization of administration and library.

The Library is fully automated and the SOUL 2.0 software and bar code is used for transaction. The college has computerized Management Information System (MIS).

### 4.3 Library services: 2018-2019

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	12577	23,45,290	214	133855	12,791	2479145
Reference Books	1377	10,15,635	21	7588	1398	10,23,223
e-Books	31,35,000				31,35,000	
Journals	27	3,26,357	08	8030	27	3,26,357/-
e-Journals	6000				6000	
Digital Database (Dissertation Abstract International)	36	7,02,045/-			36	7,02,045/-
CD (On-line subscription to Proquest Dissertation & Thesis Sec. A DVD backup) Video	140	6,13,729	08	2125	148	615854
Others (specify) (UGC Coaching)	212	1,19,706/-			212	1,19,706/-
Competitive Exam	22	8330	03	900	25	9230

### 4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	59	1	59					
Added	3	0	3					
Total	62	1	62					

### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

Our students are provided with uninterrupted WiFi and Internet connection free of cost. Two periods in a week for computer laboratory work is given to students under the guidance of our expert faculty. Technology related seminars are conducted periodically for teachers and students. Advanced technology is used for library books transaction. Also smart class training is given to students bi-annually.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1,09,479/-
ii) Campus Infrastructure and facilities	2,63,347/-
iii) Equipments	89,867/-
iv) Others	11,381/-
<b>Total :</b>	<b>4,74,074/-</b>

**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

We frame our academic calendar in advance which includes all activities of the two years programmes of B.Ed. & M.Ed. Once in a month mentoring is conducted in small groups of 9-10 students by our teachers. Regular meetings of different committees like sexual harassment, anti-ragging and students grievance cell is conducted. Seminar on Gender sensitization is conducted every year on the occasion of International Women's Day. The economically weak students are supported with college Scholarship & interest free loan. This year itself, the college has granted scholarships for 20 financially weak students, amounting a total of Rs. 4,85,000/-.

5.2 Efforts made by the institution for tracking the progression

We conducted content and class tests in certain breaks and the students' performance is measured accordingly. In every semester we conducted a mid-sem exam. prior to semester-end exams and the results of the same was given to the students to improve their performance. Mentoring is conducted every month.

5.3 (a) Total Number of students

UG	PG		Others
200	44		

(b) No. of students outside the state

32

(c) No. of international students

NIL

Men


Women


Last Year (2017-18)						This Year (2018-19)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
76	11	13	20	0	120	89	10	2	23	1	125

Demand ratio 1:3

Dropout % 1

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Special coaching classes are held for NET/STET and other competitive examinations.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT   
IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counselling and career guidance

A counsellor is appointed on regular basis for students who are in need of counselling. Seminars are conducted on career guidance. Personal counselling is arranged when need arises.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
6	103	86	0

5.8 Details of gender sensitization programmes

All our committees related to sexual harassment, student welfare, anti ragging, guidance & counselling and POCSO are very active and alert. In all these matters IQAC along with other staff members take necessary steps and precautionary actions. A seminar on Gender sensitization was held on 8<sup>th</sup> March, 2019 on the occasion of International Women's Day where Role plays and paintings related to gender sensitization was presented. The students are free to consult and share their problems with the counsellor.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events :

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

College Annual Sports was held on 17.02.2019 and all the trainees took active part in them. Winners were awarded with certificates and trophies.

Two of our B.Ed. student of 2018-2020 session (Kumari Nishi and Kriti Rani) were awarded with National level (1<sup>st</sup> position) certificate for the all India Essay Competition conducted by Sri Ram Mission & United Nations Information Centre for India & Bhutan (UNIC) in August 2018.

On the occasion of Hindi Diwas on 14<sup>th</sup> September, 2018 a English/Hindi Essay competition on the topic : "**Strength is life, Weakness is Death**" was organized at our college for the B.Ed. 2018-2020 session and the winners of English Essay, First : Kriti Rani Second: Mamta Prasad Third: Lata Kujur, and for Hindi "ताकत जीवन है, कमजोरी मृत्यु है" First: Masum Anshu, Jitesh Kumar & Saurab Kumar, were awarded with certificates & Prizes

#### **B.Ed.(2016-2018)**

1. Deepa Kumari received the University topper Gold Medal and certificate from the Governor of Bihar on the occasion of Convocation conducted by Aryabhata Knowledge University, Patna on 14/09/2019.

#### **M.Ed. (2017-19)**

1. Vinita Kumari received the University topper Gold Medal and certificate from the Governor of Bihar on the occasion of Convocation conducted by Aryabhata Knowledge University, Patna on 14/09/2019.

#### **Academic Excellence Award 2017-2019:**

Simran Agarwal of B.Ed. 2017-19 was awarded with the academic excellence from our college on the occasion of Valedictory Function.

#### **Perfect attendance award 2017-2019:**

Priyanka, Rakhi Kumari, Savita Kumari, Veronica Murmu, Vishal Kumar, Gyan Bharti, Jayanti Lakra, Jinsy James, & Nidhi Mishra from B.Ed. 2017-19 were given the Perfect attendance award from our college. All the students of B.Ed.2017-19 were felicitated with college mementos during function.

#### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	20	4,85,000.00
Financial support from government	0	0
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

#### 5.11 Student organised / initiatives Fairs NIL

: State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: NIL

## **6. Governance, Leadership and Management**

### 6.1 State the Vision and Mission of the institution

**VISION:** To build an egalitarian society based on justice freedom and harmony through our teacher-trainees, extension service and research.

**MISSION:** To form well-motivated teacher, who will be intellectually competent morally upright socially committed and spiritually inspired, in order to become instruments of social transformation, and to find new ways and means to teaching-learning process.

### 6.2 Does the Institution have a Management Information System

Yes

### 6.3 Quality improvement strategies adopted by the institution for each of the following:

#### 6.3.1 Curriculum Development

This year, the entire syllabus was reshuffled and necessary changes were made as per UGC regulations for Autonomous colleges. Our institution makes an extremely important contribution to the outstanding standards achieved by our students.

#### 6.3.2 Teaching and Learning

The students required to study different areas and disciplines of Education mainly Learning and Teaching, Contemporary India and Education, Creating an Inclusive School, Gender, School & Society, Knowledge & Curriculum etc. Relationship between and among different subjects are emphasized. Integral Pedagogy is followed all through which emphasizes context, Action, Reflection and Evaluation. Video recording of teaching and re-viewing of the same for improvement. Visits are made to historical sites. Seminars conducted by experts on educational topics. The habit of self-learning is promoted through home assignments, library work and group work. Our college provided opportunity for all round development of trainees' personality through cultural programmes, seminars, sports and games, and competitions like quiz, essay, debate, Kavi Ghoshti. Functional and Performing Arts are also part of our curriculum.

#### 6.3.3 Examination and Evaluation

Examination and evaluation are done through content tests in method subjects and theory subjects. Choice Based Credit System (CBCS) was introduced after autonomy and the whole B.Ed. syllabus was changed into four semester. We follow CCE and in every semester we conducted a mid-sem exam. and semester-end exam and the results of the same was given to the students to improve their performance. For Work Experience we have included Gardening & Craft and it is evaluated internally by experienced teachers. At the end of the session the students need to submit a Report on all the activities of the entire session which is internally evaluated by their mentors.

#### 6.3.4 Research and Development

We are committed to promoting quality education and are working for academic excellence by conducting research training and innovative activities. The students prepared a project on Action Research which is included in our syllabus. Research and documentation is one of the objectives of our institution. Six of our faculty members have completed their Minor Research Projects funded by UGC. Our college regularly publishes a bi-annual: "Journal of Research in Education" in which our faculty, M.Ed. & Ph.D. scholars publish their Research articles. Linkages made with other institutions of Patna in relation to research work.

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

14318 books are in the Library. Research materials, ProQuest CD's, encyclopaedias, Dissertation Abstracts International and other educational materials in soft and hard forms are available in the library. 260 new books were added this year. More than 60 computers with uninterrupted internet

### 6.3.6 Human Resource Management :

Six Minor Research Projects have been completed since 2014. As a regular feature seminar on Research and Dissertation, was conducted this year, too, for all our B.Ed. & M.Ed. students. Five of our faculty members are pursuing their Ph.D. Our college also has collaborated with Patna Women's College, Patna for a NAAC sponsored National Seminar on "Excellence in Higher Education: Emerging Concerns and the Road Ahead". Our M.Ed. students have organized a seminar on "Indian Educational Philosophy and its Relevance in 21<sup>st</sup> Century." Our college regularly publishes a bi-annual: "Journal of Research in Education" in which our faculty, M.Ed. & Ph.D. scholars publish their Research articles. A seminar on Human Rights was conducted by PUCL, Patna for our B.Ed. & M.Ed. students on 16 April, 2019. Orientation course is conducted for teachers in the beginning of the session.

### 6.3.7 Faculty and Staff recruitment

The Staff Selection Committee and Governing Body of the institution select and appoint staff when need arises. Staff are recruited through advertisement in prominent news papers followed by a demonstration class-cum-interview.

### 6.3.8 Industry Interaction / Collaboration

The College is the study centre of IGNOU. Our B.Ed. students are sent to neighbouring schools for practice teaching/Internship for 1 month in the first semester, 2 months in the third semester and 2 months in the fourth semester. M.Ed. students complete their 32 hours internship in our B.Ed. department during their second semester and in third semester they are sent to different schools for one month internship. Seminars and workshops were conducted to update the teachers of schools in Bihar. Extension services rendered to other colleges and universities by sending our staff as external examiners, selection committee members, resource persons, inspectors and judges for competitions etc. We also conduct workshops/seminars for teachers in collaboration with other colleges of Bihar.

### 6.3.9 Admission of Students

From the session 2018-20, Bihar government has introduced Combined Entrance Test conducted by Nalanda Open University for B.Ed. After the CET students are allotted different B.Ed. colleges of Bihar. As per the allotment list of NOU we admit students for B.Ed. course. For M.Ed. course Aryabhata Knowledge University conducts its CET and then students who are desirous to get admitted to our college send an application and the counselling followed. Selected students are admitted to our college by the end of June and the classes starts on the first week of July.

### 6.4 Welfare schemes for

Teaching	P.F. facility & E.L. facility, Medical and House Rent Allowance etc.
Non teaching	P.F. facility & E.L. facility. Interest free loan facility: During the year Rs. 2,75,000/- given as interest free loan by the college for different non-teaching staff.
Students	20 financially weak students availed a total of Rs. 4,85,000/- as scholarship from the college. SC/ST students had applied for Govt. Scholarship and still awaited.



6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes  No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			<input checked="" type="checkbox"/>	Management/Staff
Administrative			<input checked="" type="checkbox"/>	Management

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes  No

For PG Programmes Yes  No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Since the college was granted autonomy on 11/10/2018, the entire syllabus was re-shuffled and Choice Based Credit System (CBCS) was introduced and the whole B.Ed. course was changed into four semesters. M.Ed. was already in Semester System. In consultation with the University (Aryabhata Knowledge University), every semester we conduct a mid-semester examination followed by semester-end examination. The results of semester-end examinations are published within a fortnight and marks sheet are issued to students. The very first batch of our B.Ed. & M.Ed. students, after getting autonomous status, will complete their course in June 2020.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

St. Xavier's College of Education has been granted autonomy in October 2018.

6.11 Activities and support from the Alumni Association

Resource persons were provided by our Alumni Association for special lectures/workshops in association with the Training. The association also organized, Blood Donation Camp, Counselling and Placement Cell. Alumni Association also conducts inter school painting competition every year and raises fund to help the poor and needy students of the neighbourhood. The 9<sup>th</sup> Annual General Meeting of Our Alumni Association was organized on 4th May, 2019. More than 150 Alumni participated in the same. It was a wonderful moment of re-union and sharing of experience. They Interacted with all the past batches and shared their experience of ups and downs. All have supported each other and informed them to be in touch for any requirement or vacancy positions for better opportunity.

6.12 Activities and support from the Parent – Teacher Association :

There is no Parent - Teacher Association in our college, but parents are always welcome to come and share their experience and ideas with regard to their wards/college.

6.13 Development programmes for support staff

The support staff attended a seminar on smart class/ICT

## 6.14 Initiatives taken by the institution to make the campus eco-friendly

Our college campus is eco-friendly with variety of trees and plants. This year also we have planted a number of trees in our campus. We have included gardening as part of our curriculum and students are taught Budding Grafting and thus making new saplings to plant. Environment Education classes are also included in our curriculum. Students are instructed to use Eco friendly materials for their daily use. A two day seminar on Environment Education for Sustainability is conducted every year at Taru Mitra Ashram, Patna an NGO for Bio-reserve. Seed bombs are prepared to place on the road and thus in rainy season the seeds are opened up and take roots. Rain water harvesting by making pits in the ground and terrace water is diverted to the same pits. 2 KV roof top Solar Power System is installed at the college campus.

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Research based teaching-learning
- Student counselling system
- ICT enabled teaching-learning

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

The Bihar Governor introduced Common Entrance Test (CET) for B.Ed. from session 2018-2020. The M.Ed. admissions were taken on 31/06/2018 and the classes started on 04/07/2018. On 23/07/2018 the results of B.Ed. CET was announced and the students who had applied for B.Ed. to our college after CET, were selected category/merit wise. The admissions were taken on 10<sup>th</sup> & 11<sup>th</sup> August 2018 and the classes started from 13/08/2018.

#### **Seminars & Workshops:**

Seminars on HIV AIDS and Microteaching were held for B.Ed. 2018-2020 on 8 September and 11-12 September, 2018 respectively. IPP seminar was conducted on 4-5 October 2018.

23 students from our college attended a seminar on Cyber Security and Cyber Forensics at Netaji Subhas Institute of Technology and Computer Society of India, Bihta on 6th October, 2018. A Seminar on Environment Education for Sustainability was held on 19-20 February, 2019 and Human Rights Seminar on 16 April, 2019,

#### **Blood Donation:**

A Blood Donation camp was held on 29/05/2019 and 24 students donated blood to Kurji Holy Family Hospital, Patna.

#### **National Seminar in Collaboration with Patna Women's College:**

On January 8 & 9, 2019, a National Seminar on "Excellence in Higher Education : Emerging Concerns and Road Ahead" was organized by Patna Women's College, Patna in collaboration with our College.

#### **Seminar organized by M.Ed. students of 2017-2019 batch:**

A seminar on "Indian Educational Philosophy and its Relevance in 21<sup>st</sup> Century" was organized by our M.Ed. batch 2017-19 on 16th March, 2019. Excellent presentation was performed by each student of M.Ed.

## Achievements in Co-Curricular Activities

Two of our B.Ed. student of 2018-2020 session (Kumari Nishi and Kriti Rani) were awarded with National level (1<sup>st</sup> position) certificate for the all India Essay Competition conducted by Sri Ram Mission & United Nations Information Centre for India & Bhutan (UNIC).

On the occasion of Hindi Diwas on 14<sup>th</sup> September, 2018 an English/Hindi Essay competition on the topic : "**Strength is life, Weakness is Death**" was organized at our college for the B.Ed. 2018-2020 session and the winners of English Essay, First : Kriti Rani Second: Mamta Prasad Third: Lata Kujur, and for Hindi "ताकत जीवन है, कमजोरी मृत्यु है" First: Masum Anshu, Jitesh Kumar & Saurab Kumar, were awarded with certificates & Prizes.

### **Gold Medal award:**

#### **B.Ed.(2016-2018)**

1. Deepa Kumari received the University topper Gold Medal and certificate from the Governor of Bihar on the occasion of Convocation conducted by Aryabhatta Knowledge University, Patna on 14/09/2019.

#### **M.Ed. (2017-19)**

1. Vinita Kumari received the University topper Gold Medal and certificate from the Governor of Bihar on the occasion of Convocation conducted by Aryabhatta Knowledge University, Patna on 14/09/2019.

### **Academic Excellence Award 2017-2019:**

Simran Agarwal of B.Ed. 2017-19 was awarded with the academic excellence from our college on the occasion of Valedictory Function.

### **Perfect attendance award 2017-2019:**

Priyanka, Rakhi Kumari, Savita Kumari, Veronica Murmu, Vishal Kumar, Gyan Bharti, Jayanti Lakra, Jinsy James, & Nidhi Mishra from B.Ed. 2017-19 were given the Perfect attendance award from our college. All the students of B.Ed.2017-19 were felicitated with college mementos during function.

### **Outreach Programmes:**

The children of nearby villages were given a chance to learn the basics of learning & writing by giving them one week programme on "Each one Teach one", by our B.Ed. students of 2018-2020 session from 25-28 February, 2019. At the end of the programme all the children were given note books and pencil kits.

### **Autonomy to St. Xavier's College of Education**

After completing all formalities of application for Autonomous Status by our college, an inspection team of Aryabhatta Knowledge University inspected our college on 08/05/2018 and submitted the report to UGC. On receiving the report of AKU, on 30-31 August 2018 an expert visiting team appointed by UGC, headed by Prof. Shyam B. Menon, Vice Chancellor, Bharat Ratna B.R. Ambedkar University, Kashmere Gate, Delhi, inspected our college and on the basis of the report of the visiting team, our college was granted Autonomous Status on 11/10/2018.

After getting Autonomy, the entire syllabus of B.Ed. course was re-shuffled and necessary changes were made. Choice Based Credit System (CBCS) was introduced and the whole B.Ed. course was changed into four semesters. All the other formalities were completed as per UGC regulations for Autonomous colleges.

### **Performance in sports activities**

Games and Sports activities were held on 17.02.2019 and all the trainees took active part in them.

#### **Educational Tour:**

An Educational Tour was arranged for M.Ed. & B.Ed. 2018-20 to Rajgir, & Nalanda on 27/02/2019. Students have collected historical data of both places for their report writing.

#### **Cultural Activities:**

Teachers' Day was celebrated on 05/09/2018, College Day on 3/12/2018 and Christmas Gathering on 22/12/2018

#### **Placement services provided to students:**

On 2<sup>nd</sup> March, 2019 there was a campus placement for B.Ed. & M.Ed. 2017-2019 session, organized by our college where 6 prestigious schools from Bihar came to recruit our students. 80% of our students from 2017-19 batch are placed in different schools.

#### **Internship:**

Internship for B.Ed. 2017-19 was held from 24/09/2018 to 05/12/2018 and for B.Ed. & M.Ed. 2018-2020 from 29/10/2018 to 18/11/2018.

#### **The College Building :**

The college building is being expanded for improving infrastructural facilities.

#### **Examination & Results**

The 2<sup>nd</sup> year examination for B.Ed. 2016-2018 was held from 9th October to 3rd November 2018 and the results were announced on 20/12/2018 out of 100 students appeared 89 passed with Distinction and 11 First Division. The IV Semester examination for M.Ed. 2016-2018 was held from 23/07/2018 to 03/08/2018 and results were announced on 30/08/2018. Out of 25 appeared 23 secured distinction and 2 First Divisions.

The 2<sup>nd</sup> year examination for B.Ed. 2017-2019 was held from 16<sup>th</sup> to 26<sup>th</sup> February 2019 and the results were announced on 19/03/2019. Out of 98 students appeared 82 passed with Distinction and 16 First Division. The IV Semester examination for M.Ed. 2017-2019 was held from 16/07/2019 to 22/07/2019 and results were announced on 31/07/2019. Out of 18 appeared 10 secured distinction and 8 First Division.

#### **Valedictory Function:**

Our B.Ed. session 2017-2019 ended on 28/02/2019 & M.Ed. on 15/05/2019 with a valedictory function.

During the function the students appreciated and thanked the college and staff for giving them this great opportunity to be part of this prestigious institution called "St. Xavier's College of Education." The students added that they are proud to be known as Xaverians from now on. They also took the pledge to carry on their mission as educators to prepare the young generation for their future.

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

**(Annexure 3)**

Seminar on Taxonomy of Educational Objectives of B.S. Bloom is organized in the beginning of every session which explains Knowledge, Comprehension, Application, Analysis, Synthesis & Evaluation.

Other than this, awareness programmes on different diseases like HIV/AIDs, Tuberculosis, dengue, malaria etc. and awareness on environment protection are conducted for our students. Our students are well aware of environment cleanliness and other areas related to green and clean earth.

We continued to contribute a good amount for campaign against tuberculosis to Bihar Tuberculosis Association and National Foundation for Communal Harmony (NFCH), New Delhi. Our students make craft materials from 'Best out of Waste'. Also we have placed a collection box in the college campus, to collect useful materials and cloths for the poor and needy people and distributed to the poor and needy by social activists.

7.4 Contribution to environmental awareness / protection

Our students have planted varieties of trees/plants in the college campus. Gardening is an extra subject we have added in our curriculum. Students are taught budding, grafting, air layering etc. and the use of different medicinal plants. They are also taught to use environment friendly materials for their daily needs. We also taught them to make seed bombs and throw the same to roadside which will burst by itself in rainy season without any harm and grow as a shady tree.

7.5 Whether environmental audit was conducted?    Yes     No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

**Strength:**

- Achieved autonomous status
- 22 financially weak students are helped with college scholarship
- Eco-friendly and well maintained campus
- Many students are placed through placement cell
- Solar energy used for uninterrupted electricity supply

**Weakness:**

- student intake not enhanced in M.Ed. course
- not getting quality students both in B.Ed. & M.Ed.

**Opportunities:**

- To apply for Major Research Projects
- To twin/collaborate with foreign universities
- Senior Faculty with Ph.D. are to apply for post doctoral fellowship
- To add Certificate/Diploma courses
- To start Ph.D. in Education

**Threats:**

- salary paid is too high in proportion to the income
- To get resource persons for National/International seminars
- Financial constraint for development
- No scholarship allotted for financially weak students from the government/other agencies

## 8. Plans of institution for next year

- Library to be more advanced
- More facilities be added for differently abled
- To make a more pollution free and green lush environment
- To start Ph.D. in Education
- To start Certificate courses in Functional English and Counselling for teachers

Name: **Dr.(Fr.) Ignatius Topno, S.J.**



\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

Name: **Prof.(Dr.) Thomas Varghese, S.J.**



\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

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**ST. XAVIER'S COLLEGE OF EDUCATION  
DIGHA GHAT P.O., PATNA - 800 011**

*Annexure -1*

**ACADEMIC CALENDAR : 2018-2019**

**May 2018**

28 Mon: Written entrance test M.Ed. 2018-2020  
31 : Interview M.Ed. 2018-2020

**June 2018**

7 Th : List of selected candidates M.Ed. – 2018-2020  
30 : M.Ed. admissions 2018-20

**July 2018**

2 Mon : Staff meeting on B.Ed. Internship 2017-19  
4 Wed : M.Ed. Orientation (2018-2020)  
5 Th : Regular classes begin for M.Ed. & B.Ed. 2017-19  
9 Mon : Model Lessons by Teachers begin  
14 Sat : Mentoring B.Ed. 2017-2019 (10.50-11.30)  
15 Sun : **CET (Combined Entrance Test) B.Ed. 2018 by NOU for B.Ed. 2018-20**  
25 Wed: List of selected candidates as per CET displayed on Notice Board  
31 Tue : Feast of St. Ignatius of Loyola (H)

**August 2018**

2 Th : Bihar Bandh College closed for all  
7 T : Video Recording of 5 mins. teaching (B.Ed. 2017-2019)  
10-11 : **B.Ed, admissions : 2018-20**  
13 M : **B.Ed. Orientation : 2018-2020**  
15 W : Independence Day : Flag Hoisting  
17 F : Ex-Prime Minister Atal Bihari Bajpayee Expired: College Closed  
22 W : Id-Ul-Zuha  
30-31 : UGC Peer Team Visit for Autonomy  
30 : M.Ed. results announced IV Sem 2016-2018

**September 2018**

3 M : Janmashtami (H)  
5 W : Teachers' Day  
7, 11, 14, 15, 18, 19, 20 : B.Ed. 1st Year Univ. Exam. 2017-2019  
8 Sat : Seminar on HIV/AIDS  
10 M : Bharat Bandh : College opened B.Ed. 56 & M.Ed, 9 students present  
B.Ed. 3 Periods & M.Ed. 2 Periods class (2018-20)  
11-13 : Seminar on Microteaching

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*[Signature]*  
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- 14 Fri : Hindi Diwas : Essay Competition 2.10 - 3.40  
14 Fri : Mentoring : B.Ed. 2018-20 1.15 - 2.05  
17 M : Content test 1 (B.Ed. 2018-2020)  
21 Fri : Muharram (H)  
22 Sat : B.Ed.-2017-19 EPC 1, EPC 2, EPC 3 external exams.(I year exam.)  
24 M : Internship begins (B.Ed. 2017-2019)  
29 Sat : Freshers' Day

### October 2018

- 1 Mon : Celebration of 150th Birth Anniversary of Mahatma Gandhi  
Skit competition, (Period IV,V & VI) Report & Photographs  
sent to NCTE in Soft & Hard form  
2 Tue : Gandhi Jayanti (H) all closed  
4-5 W-Th : IPP Seminar - Resource: Frs. TP, IT,VO, Armstrong & MS  
6 Sat : 23 students of B.Ed. 2018-20 were sent to Netaji Subhash  
Institute of Technology and Computer Society of India, Bihta  
for the one day seminar on Cyber Security & Cyber Forensics  
8,9,11,12& 15 : M.Ed. 2<sup>nd</sup> sem. Univ. exam. (Theory)  
11 Fri : **Our college was granted autonomous status**  
23 Tue : M.Ed. 2<sup>nd</sup> Sem. Univ. External Practical Exam. EPC 2  
23 & 24 : B.Ed. 2<sup>nd</sup> year Univ. External Practical Teaching & EPC 4  
(Prior to Theory Exam.) 2016-2018  
9, 31,01,02,03 : B.Ed. 2<sup>nd</sup> year Univ. Theory Examinations (2016-2018)  
29 Mon : Internship begin for B.Ed. 2018-20  
16 - 21 : Puja Holidays

### November 2018

- 7-8 W-Th : Diwali (H)  
13-14 T-W : Chhath (H)  
19 Mon : Classes resume after Internship B.Ed. 2018-20  
20 T : I Semester Internal Exam begins (M.Ed. 2018-2020)  
23 F : Karthik Purnima/Guru Nanak Jayanti (H)  
24 Sat : Mentoring B.Ed. 2018-20 (11.30 - 12.30)  
25 Sun : B.Ed. I year end exam. result announced

### December 2018

- 3 Mon : College Day celebration  
3 Mon : M.Ed. 2<sup>nd</sup> sem Univ. exam. result announced  
5 - 8 : First Mid-sem examination for B.Ed. & M.Ed. 2018-2020  
6 Th : Classes resume for B.Ed. 2017-2019 after Practice  
teaching/internship (Because of the announcement of II Year end  
University exam. announced by AKU as per the S.C. order)

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*Amferunshy*

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- 10 Mon : Regular classes after mid-sem exam. for B.Ed. & M.Ed. 2018-20  
17 Mon : Staff meeting on semester-end exam.  
18 Tue : Heartfulness Meditation (09.45 - 10.45 A.M.)  
22 Sat : Christmas Gathering: Holidays begin

### January 2019


- 3 Th : College re-open after Christmas holidays  
5,7,8,9,10 : M.Ed. III Mid-sem internal exams.  
8-9 F-S : Collaborated with PWC, Patna for the NACC Sponsored Seminar on "Excellence in Higher Education : Emerging Concerns and Road Ahead"  
15,17,19,21,22 : First semester end examination B.Ed. & M.Ed. 2018-20  
18 Fri : Staff meeting for Academic Calendar 2019-2021, 2.10 PM.  
27Sun : Educational Excursion B.Ed. 2018-20

### February 2019

- 4,6,8,9,11 : Third Mid-Sem Examination : B.Ed. 2017-2019  
7 Th : Kavi Goshthi B.Ed. 2018-20  
9 Sat : M.Ed. 2017-19 went to Asha Deep for the Exposure programme for Differently Abled Children  
17 Sun : Annual Sports B.Ed. 2018-20  
19-20 : Seminar on Environment Education for Sustainability B.Ed. 2018-20  
16,19,20,21,22 & 24 : 2<sup>nd</sup> year end examination B.Ed. & M.Ed. 2017-19  
20 : Internship begins M.Ed. 2018-2020 at our college & for Deptt. of Education Patna University, Patna at our college  
26 T : B.Ed. 2nd year Internal/External (EPC) Exam.2017-19  
27 W : M.Ed. III Semester Internal/External Examination 2017-19  
28 Th : **B.Ed. Valedictory Function 2017-19**

### March 2019

- 2 Sat : Placement camp for B.Ed. & M.Ed. 2017-2019  
8 Fri : International Women's Day Celebration  
10 Sun : CET by NOU for 300 candidates B.Ed. 2019  
12 Tue : Internship at our college complete M.Ed. 2018-20  
16 Sat : Seminar organized by M.Ed. 2017-19 "Indian Educational Philosophy and its Relevance in 21<sup>st</sup> Century" 10.00 - 2.15  
19 Tue : Staff meeting to discuss course design, Model questions, Research articles writing  
19 Tue : B.Ed. 2017-19 2<sup>nd</sup> year results announced (82 Dist & 16 I Div.)  
21-23 : Holi (H)

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**April 2019**

- 2,4,6 : B.Ed. 2<sup>nd</sup> Mid-Sem Exam 2018-20  
2,4,6,8,10 : M.Ed. 2<sup>nd</sup> Mid-Sem. Exam. 2018-20  
13 Sat : Ram Navami (H)  
16 T : Seminar on Human Rights by Fr. Philip Manthara & Team, PUCL  
18-22 : Easter Holidays

**May 2019**

- 14 Tue : Staff meeting on B.Ed. & M.Ed. schedule  
15 Wed : Valedictory function M.Ed. 2017-19  
16,18,20,22 : 2<sup>nd</sup> Sem-End examination B.Ed. 2018-20  
16, 18, 20,22,24,25 : 2<sup>nd</sup> Sem-End Examination M.Ed. 2018-20  
21,23,24 : 4<sup>th</sup> Sem-Internal Examination M.Ed. 2017-19  
24 F : Clearance form submission M.Ed. 2017-19  
25 Sat : Viva-Voce (Activity V) of B.Ed. 2018-20 (EPC 1 & 2)  
was held at our college from 10.00 - 2.30  
28 T : Viva-Voce M.Ed. 2017-19 (EPC 2)  
29 W : Blood Donation camp  
27-30 : General classes & other activities continued for M.Ed. & B.Ed.  
2018-20  
30Th : Classes on Action Research for 2018-20 batch

**June 2019**

- 1-30 : Summer Vacation



Prof.(Dr.) Thomas Varghese, S.J.  
PRINCIPAL

**Principal**  
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Digha Ghat, Patna-11



Student Feedback on Teachers : 2017-2019 - Course B.Ed. 2<sup>nd</sup> Year

Dear Student,

You are expected to assess the performance of teachers on the basis of the questions given below. Mark your assessment by putting A Very Good, B Good, C Satisfactory, D Unsatisfactory .

61

	Prof.(Dr.) Thomas Varghese	Fr. Victor Osta, SJ	Dr.(Fr.) Ignatius Topno, S.J.	Dr. Madhu Singh	Ms. Roseline Jerry	Mr. Sushil Kumar Singh	Mr. Deep Kumar	Ms. Vijay Shree	Dr. Nimisha Srivastava	Dr. Vikramjit Singh	Ms. Sapna Suman	Ms. Smita Paschal	Dr. Shobha	Ms. Sujata Kumari	Dr. Nivedita Raj
विषय वस्तु की जानकारी Knowledge base of the teacher(as perceived by you)	A	A	A	A	A	A	A	A	A	A	A	A		A	A
संवाद कौशल, (सुस्पष्टता और समझ) Communication Skills (in terms of articulation and comprehensibility)	A	A	A	A	A	A	A	A	A	A	A	A		A	A
शिक्षक की ईमानदारी/प्रतिबद्धता Sincerity / Commitment of the teacher	A	A	A	A	A	A	A	A	A	A	A	A		A	A
शिक्षक द्वारा उत्पन्न की गयी रुचि Interest generated by the teacher	A	A	B	A	A	A	A	A	B	B	A	A		A	B
व्यापक दृष्टिकोण के लिए पाठ्यक्रम में पर्यावरण एवं अन्य मुद्दों को जोड़ने की क्षमता Ability to integrate course material with environment /other issues, to provide a broader perspective	A	B	B	A	A	A	A	A	B	B	B	A		A	B
अन्य कोर्स के साथ विषय का संबंध जोड़ना Ability to integrate content with other courses	A	A	B	A	A	B	A	A	B	B	B	A		A	A
क्लास के अन्तर या बाहर शिक्षक की उपलब्धता Accessibility of the teacher in and out of the class (includes availability of the teacher to motivate further study and discussion outside class)	A	A	A	A	A	A	A	A	A	A	A	A		A	A
छात्र मूल्यांकन के लिए क्वीज,जाँच परीक्षा गृहकार्य, परीक्षा, परियोजना आदि कराने की क्षमता Ability to design quizzes / Tests/ assignments examinations and projects to evaluate students understanding of the course	A	A	B	A	A	A	A	A	A	A	A	A		A	A
प्रतिपुष्टि के लिए पर्याप्त समय देना Provision of sufficient time for feedback	A	A	A	A	A	A	A	A	A	A	A	A		A	A
कुल दर्जा Overall rating	A	A	A	A	A	A	A	A	A	A	A	A		A	A

Date: 11/02/2019

Any Remarks: Always get encouraged from the teachers.

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Principal

 St. Xavier's College of Education  
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 Digha Ghat, Patna-11



## Students' overall Evaluation of the programme and Teaching

Course : B.Ed. - 2017-2019 (2<sup>nd</sup> Year)

Question Number	Prof.(Dr.) Thomas Varghese	Fr. Victor Osta, SJ	Dr.(Fr.) Ignatius Topno.S.J.	Dr. Madhu Singh	Mrs. Roseline Jerry	Mr. Sushil Kumar Singh	Mr. Deep Kumar	Ms. Vijay Shree	Ms. Nimisha Srivastava	Dr. Vikramjit Singh	Ms. Sapna Suman	Ms. Smita Paschal	Dr. Shobha	Ms. Sujata Kumari	Dr. Nivedita Raj
1	A	A	A	A	A	A	A	A	A	A	A	B	A	A	A
2	A	A	A	A	A	A	A	A	A	A	B	A	A	A	B
3	A	A	A	A	A	A	B	A	A	B	A	A	A	A	B
4	A	A	A	A	A	A	B	B	A	A	A	A	B	A	A
5	A	A	A	A	A	A	A	A	A	A	A	A	A	B	B
6	A	B	A	A	A	A	A	A	A	A	A	A	A	A	B
7	A	A	A	A	A	A	A	B	A	A	A	A	A	A	A
8	A	A	A	A	B	A	A	A	B	A	A	A	A	B	B
9	A	B	A	A	A	B	A	A	B	B	A	A	A	A	A
10	A	B	A	A	A	B	B	B	A	A	A	A	B	B	A
11	A	A	A	B	A	A	A	B	C	A	B	A	A	A	A
12	A	A	A	A	B	B	A	A	A	B	A	A	A	B	A
13	A	A	A	A	B	A	B	B	B	A	A	B	B	B	A
14	A	B	A	A	A	A	B	A	A	B	A	A	B	B	A
15	A	B	A	B	A	A	A	C	A	B	A	B	A	A	A
16	A	A	A	A	A	A	A	B	A	B	A	A	B	A	A
17	A	A	B	B	A	B	B	B	A	A	A	A	A	A	A
18															

Date: 11/2/2019

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Principal  
St. Xavier's College of Education  
(Autonomous)  
Digha Ghat, Patna-11



*Students' overall Evaluation of the programme and Teaching*Course : B.Ed. - 2017-2019 (2<sup>nd</sup> Year)

(To be filled only after the course results are declared)

Your responses will be seen only after your course results have been finalised and recorded.

The information will be used only for the improvement of the course and teaching in future.

You need not disclose your name if you do not wish to.

You may tick more than one answer to a question to the extent that they do not contradict each other.

1. The syllabus of each course was
  - a)  adequate
  - b)  inadequate
  - c)  challenging
  - d)  dull
2. Background for benefiting from the course was
  - a)  more than adequate
  - b)  adequate
  - c)  inadequate
  - d)  cannot say
3. Was the course easy or difficult to understand?
  - a)  easy
  - b)  manageable
  - c)  difficult
  - d)  very difficult
4. How much of the syllabus was covered in the class?
  - a)  85 to 100%
  - b)  70 to 85%
  - c)  55 to 70%
  - d)  less than 55%
5. What is your opinion about the library material and facilities for the course?
  - a)  more than adequate
  - b)  adequate
  - c)  inadequate
  - d)  very poor
6. To what extent were you able to get material for the prescribed readings?
  - a)  Easily
  - b)  with some difficulty
  - c)  not available at all
  - d)  with great difficulty
7. How well did the teacher prepare for the classes?
  - a)  thoroughly
  - b)  satisfactorily
  - c)  poorly
  - d)  indifferently
8. How well was the teacher able to communicate?
  - a)  Always effective
  - b)  sometimes effective
  - c)  Just satisfactorily
  - d)  generally ineffective

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..... Annexure 2c

9. How far the teacher encourages student participation in class?

- a) mostly yes
- b) sometimes
- c) not at all
- d)  always

10. If yes, which of the following methods were used?

- a) Encouraged to raise questions
- b)  get involved in discussion in class
- c) encourage discussion outside class
- d) did not encourage

11. How helpful was the teacher in advising?

- a)  Very helpful
- b) sometimes helpful
- c) not at all helpful
- d) did not advise

12. The teacher's approach can best be described as

- a)  Always courteous
- b) sometimes rude
- c) always indifferent
- d) cannot say

13. Internal assessment was

- a)  Always fair
- b) sometimes unfair
- c) Usually unfair
- d) sometimes fair

14. What effect do you think the internal assessment will have on your course grade?

- a)  Helps to improve
- b) discouraging
- c) no special effect
- d) sometimes effective

15. How often did the teacher provide feedback on your performance?

- a)  Regularly/in time
- b) with helpful comment
- c) often/ late
- d) without any comments

16. Were your assignments discussed with you?

- a)  Yes, fully
- b) yes, partly
- c) not discussed at all
- d) sometimes discussed

17. Were you provided with a course contributory lecture too at the beginning?

- a)  Yes
- b) no

If yes, was it helpful?

- a)  Yes
- b) no

18. If you have other comments to offer on the course and suggestions for the teacher you may do so in the space given below or on a separate sheet.

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*Imperumally*

Principal

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# HARTMANN GIRLS' +2 HIGH SCHOOL

Recognize by Govt. of Bihar  
P.O. DIGHA GHAT, PATNA -8000 11.  
Phone - 0612-2567131

Annexure - 2d i

18/12/2018

To

The principal  
St. Xavier's College of Education  
Digha Ghat  
Patna

Respected Father,

We are grateful to you for selecting our school for internship/practice teaching of your students of 2017-2019 batch. Hope they have gained good knowledge during their internship in our school. As per the observation of our teachers:

- The B.Ed. trainees were very keen to learn the teaching methods and techniques of the senior teachers in our school.
- The classes were properly observed by the trainees.
- The substitution classes were taken efficiently.
- The M.Ed. students also completed their internship in our school with full dedication.

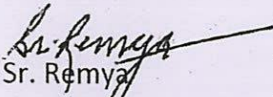
### Suggestions:

- Inquire about the school calendar in advance so that the trainees could have got enough time for their internship.
- They could have actively participated in all the school activities.
- They could have participated in the morning assembly more satisfactory.
- Few trainees selected the problem students for their case study and helped them out in their problem areas.

We are looking forward to a new batch of trainees in the next session.

Thanking you.

Yours sincerely

  
Sr. Remya  
Principal

HARTMANN GIRLS' HIGH SCHOOL  
P.O.-DIGHA GHAT, PATNA-11

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Principal  
St. Xavier's College of Education  
(Autonomous)  
Digha Ghat, Patna-11



# राजकीयकृत धनेश्वरी देवनन्दन कन्या उच्चतर माध्यमिक विद्यालय

दानापुर, पटना

पत्रांक : 47

दिनांक...07-02-2019


संपुष्टित सह प्रमाणित किया जाता है कि -

संत जेवियर शिक्षा महाविद्यालय के सत्र (2017-2019) के प्रशिक्षुओं (बी०एड) द्वारा संपादित शिक्षण अभ्यास स्थल - धनेश्वरी देवनन्दन क० उ० मा० वि० दानापुर में निम्नांकित प्रशिक्षुओं ने भाग लिया है। इनका शिक्षण-अभ्यास कार्य उत्तम व सराहनीय रहा है।

शिक्षण अभ्यास की अवधि : 24<sup>th</sup> सितंबर, 2018 से 5<sup>th</sup> Dec 2018 तक।

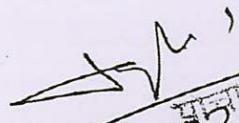
प्रशिक्षु :-

1. जयंती लकड़ा (L)
2. आकांक्षा
3. अमृता गुप्ता
4. अनामिका कुमारी
5. पूजा लाल
6. रजनी कुमारी
7. सुनीता
8. तसनीम कौसर
9. विनंदिता आनंद

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Principal

St. Xavier's College of Education  
 (Autonomous)  
 Digha Ghat, Patna-11

  
 07-02-2019  
 राजकीयकृत धनेश्वरी देवनन्दन  
 कन्या उच्चतर माध्यमिक विद्यालय  
 दानापुर (पटना)



SXCE  
Patna

## Taxonomy of Educational Objectives (B.S. Bloom)

**1. KNOWLEDGE:** It means that the student knows and recalls common terms, specific facts, methods and procedures, basic concepts and principles. Illustrative behavioural terms: Defines, describes, identifies, lists, matches, names, outlines, reproduces, selects, states.

**2. COMPREHENSION:** It means that the student understands facts and principles, interprets verbal material, interprets charts & graphs, translates verbal material to mathematical formulas, estimates future consequences implied in data, justifies method & procedure.

Illustrative behavioural terms: Converts, distinguishes, estimates, explains extends, generalises, gives examples, infers, paraphrases, predicts, rewrites, summarises.

**3. APPLICATION :** It means that the student applies concepts and new principles to new situations, applies laws and principles to practical situation, solves mathematical problems, demonstrates correct usage of a method or procedure.

Illustrative behavioural terms : Changes, computes, demonstrates, discovers, manipulates, modifies, predicts, prepares, produces, relates, shows, solves, uses.

**4. ANALYSIS:** It means that the student recognizes unstated assumptions, recognizes logical fallacies in reasoning, distinguishes between facts and inferences, evaluates the relevance of data, analyses the organizational structure of a work (Art, Music, Writing).

Illustrative behavioural terms: breaks down differentiates, discriminates, distinguishes, illustrates, infers, relates, separates.

**5. SYNTHESIS :** It means that the student writes a well organized theme, gives a well organized speech, writes a creative short story, or poem or music, proposes a plan for an experiment, integrates learning for solving a problem, formulates a new scheme for classifying objects or events or ideas.

Illustrative behavioural terms: Categorises, combines compiles, composes, creates designs explains, organizes, plans, relates, rearranges, reconstructs, reorganizes, revises, rewrites, summarises.

**6. EVALUATION :** It means that the student judges the logical consistency of written material, judges the adequacy with which conclusions are supported by data, judges the value of work by use of internal criteria, judges the value of a work by use of external standard of excellence.

Illustrative behavioural terms: Appraises, compares, concludes, contrasts, criticises, justifies, relates, summarises, supports, refute

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