



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		ST. XAVIER'S COLLEGE OF EDUCATION
• Name of the Head of the institution	Prof.(Dr.) Ignatius Topno, S.J.	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone No. of the Principal	9304804084	
• Alternate phone No.	06122567153	
• Mobile No. (Principal)	9304804084	
• Registered e-mail ID (Principal)	itopno@gmail.com	
• Address	Digha Ghat	
• City/Town	Patna	
• State/UT	Bihar	
• Pin Code	800011	
2.Institutional status		
• Autonomous Status (Provide the date of conferment of Autonomy)	11/10/2018	
• Type of Institution	Co-education	
• Location	Urban	

• Financial Status	Self-financing				
• Name of the IQAC Co-ordinator/Director	Fr. Victor Lazarus, S.J.				
• Phone No.	06122567153				
• Mobile No:	9835430271				
• IQAC e-mail ID	sxcepatna@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.sxcepatna.edu.in/b_new/pdf/agar_iqac/agar_report_2020-2021.pdf				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.sxcepatna.edu.in/b_calendar.html				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	A	3.02	2016	25/05/2016	31/12/2023
6.Date of Establishment of IQAC			10/02/2005		
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Provide details regarding the composition of the IQAC:					
• Upload the latest notification regarding the composition of the IQAC by the HEI	View File				
9.No. of IQAC meetings held during the year			1		
• Were the minutes of IQAC meeting(s) and	Yes				

compliance to the decisions taken uploaded on the institutional website?		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10. Did IQAC receive funding from any funding agency to support its activities during the year?	Nil	
<ul style="list-style-type: none"> If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
1. The Academic Calendar was prepared at the beginning of the session and accordingly the academic activities were conducted.		
2. Seminars & Workshops Microteaching seminar for B.Ed. 2019-21, from 16th to 21st October 2020, and talk on Educational Loan by Mr. Navnnet Kumar for B.Ed. and M.Ed. students (2020-2022)		
3. Scholarship to Students 11 Students of financially feeble sections of B.Ed. & M.Ed. was given a college scholarship in February 2021 amounting to Rs. 235000/- their course at our college, 3 of our B.Ed. students were helped by a scholarship of Rs. 20000/- (Total of Rs. 60000/-) each by All India Women's Confernece Comission in February 2021.		
4. Campus Recruitment Campus recruitment is held during March - April and 701-75% of students are placed every year. But this year, due to the second wave of COVID-19, campus recruitment was not conducted.		
5. On-line Classes during the Lock Down Online classes were successfully conducted from 31/03/2021 to 13/07/2021 for B.Ed. & M.Ed. students.		
12. Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:		

Plan of Action	Achievements/Outcomes
Orientation for B.Ed. & M.Ed.	After CET-2020, the admission process was completed for B.Ed. and M.Ed. on 31/12/2020, the orientation programme for B.Ed. and M.Ed. was held on 13/01/2021
Organization of seminars /Workshop for faculty & students	For enhancing quality education, seminars/workshops on different topics related to education was organized 1. Micro teaching from 16 to 21 October 2020 Many of our Seminars /Workshop were cancelled due to covid -19
National Webinar	A National Webinar for teachers
Awareness Programmes	Awareness programmes on Road safety month was Organized by AKU on 13th February 2021 our 10 students of B.Ed. and Dr. Spana suman took part in this programmes.
Webinar organized by M.Ed. Students	A Webinar on "NEP 2020: Expectations and Challenges" 21/9/2020 was organised by M.Ed. 2018-2020 session. And A Webinar on "Importance of life skills and soft skills for teachers" presented by M.Ed. 2019-2021 session.
13.Was the AQAR placed before the statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	
Name of the statutory body	Date of meeting(s)
Nil	Nil
14.Was the institutional data submitted to AISHE ?	Yes

- Year

Year	Date of Submission
2020-2021	31/01/2022

15. Multidisciplinary / interdisciplinary

The college is having B.Ed., M.Ed. and Ph.D. courses. Till 2015 the college had only one-year programme. The M.Ed. Programme began in the year 2008 and Ph.D. Programmes were offered from 2019 onwards when the college was granted autonomy. Till date we are concentrating only the teaching skills of B.Ed. students and in the M.Ed. programme, the main focus is on the research. The college is serious about the multidisciplinary / Interdisciplinary packages to the students.

16. Academic bank of credits (ABC):

The college has two separate libraries. The main library is meant for the B.Ed. students and the second library is meant for the M.Ed. and Ph.D. Scholars. It will take time for the college to make a progress in the area of ABC.

17. Skill development:

Main purpose of B.Ed. is the skill development. We give the Microteaching seminar to the B.Ed. students where the students are given in put connected with the use of different teaching skills. The college gives ample opportunity to inculcate and personalize many teaching skills in the course to their training. Most of the students actualize their different teaching skills during the 4 months of Internships in different schools.

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The culture of online teaching became prominent during the pandemic period. The custom of using Indian language is mostly used during the classroom instructions. The students were able to use online methodology for the purpose of online teaching practices. Most of the time the language classes were conducted in Indian language.

19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):

The main focus of B.Ed. and M.Ed. training here in the college based on the outcome. Usually, after the two-year programme of B.Ed. and

M.Ed. programme students are confident in their presentations of lessons and confident in writing research articles. The feedback we get from the cooperating schools is that the students of this college are confident, command in the content and specific methodology of teaching. The presentations of the teaching learning materials are highly professional. The trained teachers from this college are highly motivated in their profession and are able to deal with the students positively. Their critical analysis during the teaching learning is highly impressive. They are able to interact with the student as a professional not as an amateur.

20.Distance education/online education:

During the pandemic, the college depended totally on online classes. The trainees were able to prepare their lesson plans, TLM, PPT for the presentation of their classes effectively. The M.Ed. students had their online seminar according to their syllabus online. Though it was a difficult situation to deal with it but the students were able to professionally. The professors were able to correct and guide the students through google app. Though it was a difficult task, yet there was lot openness to learn the new methodology of teaching learning

Extended Profile

1.Programme

1.1 2

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

2.Student

2.1 279

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	No File Uploaded

2.2 132

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

2.3

139

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

3.Academic

3.1

2

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

3.2

15

Number of full-time teachers during the year:

Extended Profile

1. Programme

1.1 2

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

2. Student

2.1 279

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	No File Uploaded

2.2 132

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

2.3 139

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

3. Academic

3.1 2

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded

3.2	15
Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded
3.3	00
Number of sanctioned posts for the year:	
4.Institution	
4.1	50
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	12
Total number of Classrooms and Seminar halls	
4.3	66
Total number of computers on campus for academic purposes	
4.4	23911520.82
Total expenditure, excluding salary, during the year (INR in Lakhs):	

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

Ever since the conferment of autonomy to the college, the Board of Studies(BoS) is constant striving to incorporate the issues and topics related to the local, national regional and global developmental needs. The major concentration of the new curricula is to empower the students in the world of competitions. The teachers make it a point to mention some of the important issues which are either related to STET/NET or any other competitions.

Because of this act of being reading the signs of time, many of our students are qualifying in STET/NET and JRF examinations for conducted by NTA or CBSE board. The B.Ed. trainees are empowered in such a way that they are able to stand out in the field of teaching as a professional not a mere teacher. It has been the trend of this institution that most of the students do well in their career because they are trained to sharpen their teen in terms of output. The College is offering two diploma courses such as Soft Skills and Digital Literacy for the purpose of empowering the students in their any undertaking. Needless to say that the institution is striving hard to be more competitive in terms of academics and other intellectual performance.

File Description	Documents
Upload additional information, if any	No File Uploaded
Link for additional information	Nil

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	No File Uploaded
Details of syllabus revision during the year	No File Uploaded
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

0

File Description	Documents
Curriculum / Syllabus of such courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	No File Uploaded
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

00

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	View File
Institutional data in prescribed format (Data Template)	No File Uploaded

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

0

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	View File
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The institution as far as possible tries to integrate professional

ethics in terms of being loyal to the profession chosen by the perspective teachers. There is no disparity among the students. Most of the time, the women trainees take a lead in most of the activities. As part of the curriculum, once in a year the trainees are taken to 'Taru Mitra Ashram' for their environmental awareness exposure so that the students are aware of their mother earth. There is no specific value based curriculum as part of the curriculum but the teachers make an attempt to impart ethical issues, environmental sustainability matters, human values aspects during the deliberations of the curriculum. The teachers make it a point to discuss the relevancy of the issues today in terms of any social issues and its implications in the society. Once a year, there is a room to conduct programmes like Human Rights, HIV AIDS, Integrated Pedagogy Paradigm (IPP) which caters to human values aspects.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	No File Uploaded
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

0

File Description	Documents
List of value-added courses	No File Uploaded
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

0

File Description	Documents
List of students enrolled	No File Uploaded
Any additional information	View File

1.3.4 - Number of students undertaking field work/projects/ internships / student projects	
99	
File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File
1.4 - Feedback System	
1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	D. Any 1 of the above
File Description	Documents
Provide the URL for stakeholders' feedback report	http://www.sxcepatna.edu.in/b_new/pdf/aqar_igac/271_2020.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	No File Uploaded
1.4.2 - The feedback system of the Institution comprises the following	A. Feedback collected, analysed and action taken made available on the website
File Description	Documents
Provide URL for stakeholders' feedback report	http://www.sxcepatna.edu.in/b_new/pdf/aqar_igac/271_2020.pdf
Any additional information	No File Uploaded
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment of Students	

2.1.1.1 - Number of students admitted (year-wise) during the year	
134	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)	
46	
File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.	
<p>St. Xavier's College of Education (Autonomous), Patna conducts orientation programme at the beginning of the academic year. It is compulsory for students to attend the orientation programme.</p> <p>The wide range of continuous assessment components that include, Daily Home Assignments, Class Assignments, Seminars and Group Discussions, Additional Assignments, Quizzes, Class Tests, Projects, Internships, Viva-voce examinations and attendance, enable effective assessment of learning levels of students.</p> <p>In addition, teacher-student interactions, reports of Class Committees and Proctorial meetings help in identification of different levels of learners. Faculty members and various Committees regularly review the academic progress and counsel students to improve their performance to ensure their academic growth. Special measures are taken to support relatively slow learners are as:</p>	

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/12/2021	279	14

File Description	Documents
Upload any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

The college offers an all round development training that is intellectual, cultural, Social, emotional, Physical, aesthetic, Moral and spiritual. The college believes in the adoption of students centric methods to enhance student involvement as a part of experiential learning, Participative learning and Problem Solving methodology. Debates, Quiz Competition, Seminar, Project and field Work/Internship Motivational Talk, Community Service, Workshops programme.

File Description	Documents
Upload any additional information	View File
Link for additional Information	Nil

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. College uses information and communication Technology (ICT) in education to support, enhance, and optimize the delivery of education.

ICT Tools:

1. Projectors are available in different classrooms and labs
2. Desktop and Laptops -Arranged at Computer Lab , different classrooms and Faculty cabins
3. Printers - they are installed in the Libraries.
4. Photocopier machines - multifunction printers are available in the Libraries.
5. Seminar Rooms - there is a multifunction halls are equipped with all digital facilities.
6. Auditorium - It is digitally equipped with mike, projector, cameras and computer system.
7. Online Classes through Zoom, Google Meet, Google Classroom
8. Various competitions are organized through Google Meet for students.

Use of ICT by Faculty-

1. Power Point Presentation - Faculties are using power-point presentations in their teaching by using projectors.
2. Industry Connect - Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.
3. Online Quiz- Faculties prepare online quiz for students with the help of GOOGLE MEET.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	http://www.sxcepatna.edu.in/b_new/pdf/aqar_igac/232_2020.pdf
Upload any additional information	No File Uploaded

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

9

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Response:-**Preparation and Adherence of Academic Calendar:-**

Before the beginning of the academic year , the institution prepares and publishes 'Academic calendar' containing the relevant information regarding the teaching learning schedule ,various events to be organized, holidays, dates of internal examination, semester examination etc. The academic calendar is prepared so that teachers should know all the activities regarding continuous internal evaluation process and it is also published on website of the college and displayed in the Principal's office as well Staff notice board .The students' academic progress is monitored regularly by adopting the strategy of continuous internal evaluation, seminars, project work, and semester examinations. Every department has to submit the compliance of the academic calendar as part of their annual submissions, In addition the internal audit conducted which ensures the compliance to verity with documentary evidence.

Preparation and Adherence of Teaching Plan:

Every teacher is assigned the subjects to be taught during the academic year. The concern faculties prepare teaching plan for their respective subjects according to the credit. The teacher plans the teaching and evaluation schedule of assigned subject. The type and schedule of internal evaluation is planned in consultation with the head of the department. These plans are made in advance and serve as guide for conducting sessions.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality**2.4.1 - Number of full-time teachers against sanctioned posts during the year**

15

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

7

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

115

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

30

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	No File Uploaded
Upload any additional information	View File

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

Additional Information :

Examination work starts the meeting of examination committee member before the semester exam with student Exam form for appearing for the examination. The examination department fixes the time table for semester and subject wise examinations to be conducted. The examination department after collecting the Examination forms, it needs to short listed the Examination forms, verify the student can appear for the examination or not.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

Programme Outcome

- All round development of the student's personality through curricular and co-

Curricular activities

- Quality of our student outcome
- developed the required skills using modern Information Technology and innovative practices
- Regular class tests, contest test and informal discussions conducted to ensure better performance
- Respect of various religious and moral values of students
- undertaken documentation and research in relevant educational areas
- Value based education imparted
- Overall better performance of the students
- Empowerment of subalterns
- Promotion of general and transferable skills
- Innovative practices
- Research and Knowledge Creation

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	No File Uploaded
Upload any additional information	No File Uploaded
Link for additional Information	http://www.sxcepatna.edu.in/b_new/pdf/aqar_igac/261_2020.pdf

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

At the beginning of every semester, the subject teacher conveys Course objectives (CO) at the introductory part of respective subjects. The copies of the syllabi are kept in college library. It is also distributed on the orientation day among students. However, the student can take the photocopy of the syllabus from the college library. The faculty of every subject explains the course objectives, evaluation pattern, marking scheme etc. to the

students. It is also give in the syllabus of each subject.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

139

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

http://www.sxcepatna.edu.in/b_new/pdf/aqar_iqac/271_2020.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

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

RESEARCH POLICY

Composition of the Research Committee

The Research Committee at St. Xavier's College consists of 2 professors, 2 Associate Professors and Assistant Professors. This committee is headed by the Principal in reviewing proposals and in encouraging research in the College.

The college has the following research policy and objectives which provides a broad framework to guide scholarly research in the field of education: -

1. To create and promote a culture of research among the faculty and the research scholars of St. Xavier's College of Education (Autonomous).
2. To identify research areas and specify research issues of academic, and other socially relevant areas.
3. To organize seminars/conferences/workshops on research topics and training programmes in research methodology for the scholars and teachers in B.Ed. and M.Ed. colleges.
4. To ensure quality, integrity, and ethics in research.
5. To publish research materials in appropriate available media for the sake of information to the end users.
6. To facilitate the publication of reports submitted by the research scholars in the college journal.
7. To serve as a facilitator providing professional guidance, technical support to the scholars and those seeking advice in their research.
8. To maintain the highest standards of honesty and integrity. The scholars must function within an ethically acceptable methodological framework at all times.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	No File Uploaded
Provide URL of policy document on promotion of research uploaded on the website	http://www.sxcepatna.edu.in/b_new/pdf/aqar_iqac/311_2020.pdf
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	View File

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	View File

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	No File Uploaded
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides

2

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	No File Uploaded
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The meaning of innovation to improve how development goals are achieved rather than an outcome in itself, the same principles apply. It is always necessary in order to generate innovative efficient ideas, developed, tested and ultimately scaled for development impact, they need to be coordinated, collaborative action and resources which are collectively referred to as the

'innovation ecosystem'. The college plans for the students every year an exposure programme at "Taru Mitra"(Friend of Trees) Ashram. The resource persons mainly focus on the concern of the eco system today and make the students aware of the depletion of environment. The students are message carriers after their programme. The colleges campus is surrounded by trees all around. The students are as far as possible oriented not to destroy the nature rather take care of it.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

2

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	View File

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

C. Any 2 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

12

File Description	Documents
URL to the research page on HEI website	http://www.sxcepatna.edu.in/b_jrearc.html
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

0

File Description	Documents
List of research papers by title, author, department, and year of publication	No File Uploaded
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

1

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.researchgate.net/publication/346715843_Pedagogic_styles_in_Educational_Setup?utm_source=twitter&rgutm_meta1=eHNsLU pVL0hkZCtyRXY2Ym9PVFpyUlpLUmhpTWMwSndMMEVr NUUwMDh5SFRFNi9uRm1ORW1MeWdqTnYvQ0NUb0xjRk RqYXd4Q3VYbStsK1c5YmowZm5iWW1RPT0%3D

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

0

File Description	Documents
Any additional information	View File
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

0

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	View File

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

12080

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	View File

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The college organizes and participates in various extension activities with a dual objectives of not only sensitizing students about various social issues but also contribute to community and strengthen community participation. The college take part in various initiative like organizing camps blood donation camps, awareness programmes. The students of our college actively participate in social service activities leading to their overall development. The college runs effectively National Service Scheme , the college undertakes various extension in the neighbourhood community.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

0

File Description	Documents
Number of awards for extension activities in during the year	No File Uploaded
e-copy of the award letters	No File Uploaded
Any additional information	View File

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

4

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

397

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

0

File Description	Documents
Copies of documents highlighting collaboration	No File Uploaded
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

4

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

The College encompasses a well maintained lush green campus spread over 2.5 Acres of land ensuring adequate availability and optimal utilization of physical infrastructure for teaching learning activities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

Our college having a well maintained campus spread over 2.5 acres of serene green land. Which we are sharing with our sister school St. Michael's School, Patna. Our Management believes in the all-round development of our students. There is a lots of encouragement for the students to participate in sports and culture activities simultaneously and thus they are awarded and rewarded accordingly.

We have a spacious and well equipped Sports room, where our teacher training students can play indoor games like Chess, Caroms , table tennis, Ludo etc.,

Qualified Physical faculty are been appointed to take care of day to day games and sports activities of the college. Sports event competitions are conducted in the Annual Sports day in an academic year and the winners are awarded and rewarded accordingly. The outdoor games such as shuttle badminton, volley ball, cricket, football , Kabaddi, hand ball,Kho-Kho etc., are well practiced and played by the students.

Cultural Activities:

Students are very much encouraged to participate in the cultural events held in the college like Annual Day, Freshers, Annual Sports Day, Teachers'Day , Farewell etc.,but in this academic year many of our cultural activities and sports event has not been conducted due to the Covid-19 pandemic.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

20

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

7174935.47

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Name of the ILMS software

Nature of automation (full or partial

Version

Year of automation

WEBOPAC SOUL

Fully

2.0

2013

Our Library is fully automated and a total of 14318 books and 24 Indian and foreign journals are available in the Library and has a seating capacity of 100. Research materials, Pro Quest CDs, Encyclopedias, Dissertation Abstracts International and other

educational materials are available in hard and soft forms. We have Annual Membership of INFLIBNET-NLIST from the year 2011 with Information and Library Network Centre Gujrat University. The staff and students make maximum use of the same. Students and Staff Registration is done through bar coding. SOUL 2.0 software is used for Library transactions. We have more than 3100000 e-books and 6000 e-journals. It also render the facilities of photocopying and printing for staff and students

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

**4.2.2 - Institution has access to the following:
e-journals e-ShodhSindhu Shodhganga
Membership e-books Databases Remote
access to e-resources**

E. None of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	No File Uploaded
Upload any additional information	No File Uploaded

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts	No File Uploaded
Any additional information	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

28

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	View File

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

One of the reasons why the IT is to be made available to the students is to know the systems of technology in the day today functioning of the students. IT helps the students to be prompt in getting the information to add to their efficiency and to be productive. Keeping in mind such benefits of IT, the institution has annually subscribed the IT facilities including Wi-Fi from Rail Wire. Most of the important places like library, each wing of the building, corridors the Wi- Fi connection port is installed so that the students could have access to Wi-Fi. The Wi-Fi connections have password to have the access to this. All the students have the accessibility to the connections as and when they college need it. IT lab is fully connected with Wi-Fi so that the students could have direct access to the internet connections. The students have been divided in small groups so that all of them could have a system in the lab. There is no special budget as such but as and when the subscription gets over, the connection is renewed. The institution does not allow the outsiders to have access to the Wi- Fi connections unless they have registered themselves.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
50	50

File Description	Documents
Upload any additional information	No File Uploaded
4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus	A. 50 Mbps
File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	View File
4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing	E. None of the above
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded
4.4 - Maintenance of Campus Infrastructure	
4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)	
7174935.47	
File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded
4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.	

Well Maintained Laboratories: Science, Mathematics, Psychology, Computer and Physical Education are available in the college. The institution is located on the bank of the river Ganges in an enclosed area of 2.5. Acres of land registered in the name of the college. The college is running in its own spacious building. Besides the building of the college, the cooperating St. Michael's High School building is also situated on the same campus. The twin institutions enjoy the open space facilities and other facilities such as play ground, canteen, dispensary, & swimming Pool. For Physical Education purposes we also have physical fitness laboratory.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.sxcepatna.edu.in/b_new/pdf/aqar_igac/442_2020.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

0

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	No File Uploaded
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

14

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	View File

<p>5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology</p>	<p>E. None of the above</p>								
<table border="1"> <thead> <tr> <th data-bbox="86 486 539 551">File Description</th> <th data-bbox="539 486 1436 551">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 551 539 658">Link to Institutional website</td> <td data-bbox="539 551 1436 658" style="text-align: center;">Nil</td> </tr> <tr> <td data-bbox="86 658 539 766">Details of capability development and schemes</td> <td data-bbox="539 658 1436 766" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="86 766 539 824">Any additional information</td> <td data-bbox="539 766 1436 824" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Link to Institutional website	Nil	Details of capability development and schemes	No File Uploaded	Any additional information	No File Uploaded	
File Description	Documents								
Link to Institutional website	Nil								
Details of capability development and schemes	No File Uploaded								
Any additional information	No File Uploaded								
<p>5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year</p>									
<p>0</p>									
<table border="1"> <thead> <tr> <th data-bbox="86 1034 539 1099">File Description</th> <th data-bbox="539 1034 1436 1099">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1099 539 1158">Any additional information</td> <td data-bbox="539 1099 1436 1158" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 1158 539 1370">Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</td> <td data-bbox="539 1158 1436 1370" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	View File	Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded			
File Description	Documents								
Any additional information	View File								
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded								
<p>5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees</p>	<p>E. None of the above</p>								

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

12

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

0

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Any additional information	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Our students are divided into four groups, the captains of each group , the captains of each group guide their group for any college programmes. On special occasion's Master of Ceremonies are unanimously selected by students themselves. During National festivals the college captain leads the whole team. Group-wise competitions are held and winners are awarded. Our students and alumni are members of different administrative bodies and committees of the institution. Our students also support different awareness activities of the state /central Government- Human Chain, Tree Plantation, Road safety programme Blood Donation Camp, Each One Teach One etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

5.3.3 - Number of sports and cultural events / competitions organised by the institution

2

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

St. Xavier's College of Education (Autonomous) is a registered Alumni Association under process the Societies Registration Act It was formed on 14.12.2003.

St. Xavier's College of Education and the Alumni association jointly believe in creating and maintaining association with its alumni. The Alumni Association provides an interface for establishing a link between the alumni, staff, and students of the institute. St. Xavier's College of Education Alumni Association (SXCEAA) members are currently working at various positions all over the globe and proving their mettle in all spheres of management.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

5.4.2 - Alumni's financial contribution during the year

E. <2 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with 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 train well - motivated teachers and teacher educators 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.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The College promotes participative management. Ideas pertaining to academic goals, organizational progression and better campus life are collected from all stakeholders to promote efficient functioning of the College. The staff and other stakeholders help in infusing a positive attitude that leads to increased efficiency, improved communication, heightened morale, motivation and job satisfaction. The Management takes policy decisions, finance, infrastructure etc. with the help of members of the College Development Committee. CDC discusses matters related to teaching and administrative staff and decisions are taken at these levels are implemented e.g.

Faculty/staff in charges are assigned to various responsibilities through different committees like Academic planning/Audit Committee, Practice Teaching Committee, Course Coordination Committee, Extension/Community Services Committee, Sexual Harassment Committee student welfare etc. and to take care of other academic activities HoDs are given responsibilities. Members of various committees are to look into any serious issue related to the same and report to the Chairperson/Principal. Periodical meetings are held to discuss any issues related to various committees and solutions suggested

File Description	Documents
Upload strategic plan and deployment documents on the website	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The institution had planned to build up the new wing for the M.Ed. and Ph.D. scholars. According to the plan, library was to be separated from the B.Ed. section so that they could spend more time in serious research. The library is well equipped with new furniture, laptop connections in the table, WiFi connection in the library, 5 new sets of desktops with internet connection. At the same time, the institution has four separate rooms meant for two groups of M.Ed. and two rooms for Ph.D. scholars. All the four rooms are well equipped with LCD projectors. Besides, these facilities, there are individual small boxes for the students to keep their belongings safely. The keys of the Boxes are with them. At the same time, there was a plan to install lift for the differently challenged students and the sick students to go to their classrooms comfortably. Besides, there were plans to change the AC's in the computer lab so that the students may comfortably work with tension. The most important plan executed was to change the BSNL internet system to RAILWIRE. Now the internet connections are faster and better without any disruption.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

Administrative set -up:-

The Principal is the executive head of the institution. He is authorized to take decisions regarding academic, administrative and financial matters in accordance with the policy matters as per the rule and regulation of St. Xavier's College of Education Patna Society, University Grant Commission and NCTE.

The Administrator appoint the office staff to manage and organize office effective and professionally. Senior office staff, Junior office staff and office assistant and peon to develop an appropriate office management strategy, taking care of files, scheduling appointments, writing copy, typing filing, taking inventory, keeping records and sorting checks etc.

Appointment and service rules, Procedures

The Institution has its own service rules, Procedures for effective functioning of the institution. All these are available at Principal office and distributed among all the employees of the St. Xavier's College of Education (Autonomous), Patna.

Appointment

Appointment of faculty /supporting staff as per the Rule and Regulation of UGC and NCTE Norms.

Promotional Polices

It based on the staff performance in Academic; they are promoted to higher levels qualification, eligibility and salary structure as per UGC pay Scale.

File Description	Documents
Paste link to Organogram on the institution webpage	http://www.sxcepatna.edu.in/b_organ.html
Upload any additional information	View File
Paste link for additional Information	Nil

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance

E. None of the above

and Accounts Student Admission and Support Examination

File Description	Documents
ERP (Enterprise Resource Planning) Documen	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Details of implementation of e-governance in areas of operation	No File Uploaded
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

Staff welfare committee of the institution :- Welfare committee aim for overall development of staff members by applying different schemes. This committee works for the benefit and welfare of the all staff as well as Annual Leave, Free WiFi - Internet facilities. The main responsibility of committee is to build a healthy working environment and good relation among the staff.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	No File Uploaded
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

0

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	No File Uploaded
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Internal : Accounts are regularly audited internally with monthly trial balance checking.

External : Accounts are externally audited by registered Chartered Accountants at the end of the

financial year.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	View File

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The only source of income for the institution is the fees from the students. The institution is totally depending on the students. The institution has categorized the fees of the students for the allocation of expenses. In the past two years the institution was not able to increase the fees as well the increment for the teachers because of the pandemic. The institution hopes the best way of generating funds for better stability in this area.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The institution totally depends upon IQAC for the quality improvement. The team is totally aware of the areas to be incorporated keeping in mind the NEP2020. Moreover, the members of the IQAC suggested to incorporate those aspects which will benefit the students more than before especially their idea is that the students should be placed at the end of the academic year. The IQAC proposed that the syllabus which were outdated and incorporated those areas which are significant. Secondly, the IQAC proposed that the institution is to have diploma coursed on soft skills and ICT for the B.Ed. and M.Ed. students. In the past two

years, the institution was not able to do much because of the pandemic. Now that the situation is better, it is possible to implement those aspects which were in pending.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Ever since the conferment of autonomy, the institution is trying its best to review the process of teaching-learning process. Due to the pandemic last two years, most of the plans were hung in the air. Most of the teaching learning process was being followed by means of online. The IQAC of the institution suggested that the students in order to become experts in online teaching, they should prepare the lesson plans for online presentation in PPT and other modalities. Besides, the students had direct contact with their teachers for the rectification and modification of their methods. The students had the opportunity to teach in peer groups as well in the face to face mode. Many of the M.Ed. and Ph.D. scholars were able to collect their data for their dissertations online in google format. It was a good experience for them to learn new methodology of collecting data for faster and smooth calculation of the data .

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

B. Any 3 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	Nil
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	No File Uploaded
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institution is co-education. Most of the beneficiaries are coming from different backgrounds. The institution is always blessed with this cultural difference. Whole throughout the academic year, the college arranges different types of curricular and co-curricular activities for better and more participation and all the activities. The college has been divided in four houses for the purpose of participation in day today actualization of the activities. The house leaders are girls as well as boys. The institution has common rooms for boys and girls separately. The women students find it safe in the campus and constant watch is always kept for the sake of their security. In case of need, the senior lady teachers take care of the women candidates as and when they need their assistance in terms of counselling and guidance. When the institution conducts any competition, boys as well as girls get equal opportunity for the participation.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas

C. Any 2 of the above

plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

- **Solid Waste management:** Solid waste is produced through regular activities includes papers galass, food residue and packaging material, regular different useless material wood metals, leather cardboard etc. we get duly thrown into appropriate waste bins which later are empties by the proper waste disposal area in our college campus. this is later emptied by the garbage collection van (Patna Municipal Corporation). our institute has already a plastic free campus and we encourage all our students and staff not to use plastics.
- **Liquid Waste:**Liquid waste is mostly gathered in Sewage waste, liquid waste from the college washrooms are safely well - maintained by underground drainage systems and it disposed off to a bigger underground chamber which stucks naturally in soil which influences to make recharge ground water later.
- **Waste Recycle System :**Paper waste is sold out for its recycling with Recycling bazaar.com (Certificates attached)

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	View File
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution

E. None of the above

system in the campus	
File Description	Documents
Geotagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	E. None of the above
File Description	Documents
Geotagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy undertaken by the institution	
7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities 	E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<p>7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.</p>	<p>D. Any 1of the above</p>
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File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

The institution is blessed with multicultural, social and pluralistic armor. All the teachers, non teaching staff as well as the students represent multidimensional aspect of our nation. The institution promotes and upholds the diversity of our existence. The students incorporate this value in their practical life in the campus. The morning assembly begins with the prayer everyday where

the readings are taken from different religions. The institution promotes and promotes different cultural aspects during the cultural programmes. The activities in the college are dominantly cultural base. One of the important aspects in the institution is the cultural diversity. Most of the students begin to realize the significance of cultural diversity. The students begin to open their eyes and see the values hidden in different socio-cultural backgrounds. As prospective teachers, this paves the way for the trainees to have wider view to different cultures, religions and students coming from different economic diversities. The diversity in the institution makes the trainees to break their own nests and adjust, accommodate and entertain values lying within. Hence, diversity helps to the trainees to be indeed professional teachers in every aspect of their lives as efficient teachers. The institution is blessed with such values that are to be cultivated during training from this renowned institution in Bihar.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded

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

Constitution Day

Constitution Day is celebrated 26th November every year. The programme initiates with preamble reading of the constitution followed by lectures on the sensitization of students on responsibility towards the constitutional values, rights, duties and responsibilities of citizens. students are encouraged to participate in activities like essay competition on the related themes.

Celebration of National Day

Every year institute celebrates Republic Day and Independence Day on 26 January and 15 August respectively . the celebration is attended by students, Teaching and Non-teaching staff, invitees, guests and any attendees, flag hosting with national anthem and oath of national integrity followed by distribution of sweets is the regular decorum of the programme

Awareness Programme

This year Aryabatta Knowledge University organized Road Safety Month Programme. Our 10 students of B.Ed. session 2020-2022 among our one faculty member participated in the activities. The students are encouraged to participate in the activities of spreading the awareness among citizens on social issues like Road Safety

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

E. None of the above

File Description	Documents
Code of Ethics - policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institution celebrates/ organizes national and international commemorative days, events and festivals. National festivals play

an important role in planting seed of Nationalism and Patriotism among people of India. Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The Faculty, Staff and Students of the institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

The pedagogical paradigm proposed here involves a style and process of teaching. It calls for infusion of approaches to value learning and growth within existing curricula rather than adding course. We believe that such an approach is preferable both because it is more realistic in light of already crowded curricula in most educational institutions, and because this approach has been found to be more effective in helping learners to interiorize and act upon the Ignatian values set out in The Characteristics of Jesuit Education.

File Description	Documents
Best practices in the Institutional website	http://www.sxcepatna.edu.in/b_new/pdf/aqar_iqac/721_2020.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

File Description	Documents
Appropriate link in the institutional website	http://www.sxcepatna.edu.in/b_new/pdf/aqar_iqac/731_2020.pdf
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. Preparation for NAAC Accreditation.
2. Construct water harvesting system.
3. Install fire extinguishing machines in the P.G. wing.
4. Installations of St. Francis Xavier's Statue.
5. Conduct seminars on current issues in education.
6. Arrange for a longer educational tour.
7. Conduct exchange programmes with MoU institutions.
8. Publication of articles by teachers in renowned journals/CARE list journals
9. Beautification of the entrance road.
10. Conduct workshop/seminar /quiz/sports programme for students.
11. Attempt to be made to add the college journal in UGC CARE list.