



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	St. Xavier's College of Education (Autonomous)
• 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.	0612-2567153
• Mobile No. (Principal)	9470552454
• Registered e-mail ID (Principal)	itopno@gmail.com
• Address	P.O. 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.	0612-2567153				
• 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/AOAR2020_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
Cycle 2	A	3.11	2010	04/09/2010	03/09/2015
Cycle 1	B++	-	2004	04/11/2004	03/11/2009
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
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? 	Yes
<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)	
The Academic Calendar was prepared in the beginning of the session and accordingly the academic activities were conducted.	
Micro teaching seminar conducted for B.Ed. session 2020-2022 on 9th August to 11th August 2021 and B.Ed. session 2021-2023 on 21st April 2022, workshop on Research proposal writing for M.Ed. session 2020-2022 on 9th August to 11th August 2021.	
9 students of financially feeble sanction of B.Ed. & M. Ed. were given college scholarship in February 2022 amounting Rs. 225000/- to their course fee at our college.	
Though our pre-planned Academic programmes were disturbed due to second wave of COVID-19 the pandemic in Bihar, the classes of our students were not at all disturbed. our dedicated teachers deserve the appreciation for regularly conducting on-line classes from 01/04/2021 to 15/05/2021. After 15 days of summer break, it continued from 03/06/2021 to 13/07/2021 again online classes continued from 07/01/2022 to 04/02/2022 due to third wave of COVID-19 and new variant of omicron in Bihar.	
Feast of St. Francis Xavier cum the 34th College Day on 3rd December with great zeal and enthusiasm following the protocol of COVID -19 . On the occasion of College day Mr. Anil Kishor Yadav, IPS, ADGP-Weaker Section, Government of Bihar was chief guest. On this auspicious occasion the Chief Guest Mr. Anil Kishore Yadav said," Missionaries have taken education to a very high level and students getting out from such Institutions are excelling in different fields	

, uplifting the Society." on this occasion prizes were distributed to the contestants participating in the college activities Painting Competition Winners and Essay Competition Winners .

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.	Orientation Programme for B.Ed. 2021-23 was held on 13/11/2021 and the regular classes started from 16/11/2021. M.Ed. Orientation Programme was held on 22/04/2022 and the regular classes began from 23/04/2022
Admission of Ph.D. (Education) Course	Ph.D. course work classes were begun on 27/09/2021 with 07 scholars and the Course Work examinations were conducted on 4th & 6th March, 2022 and 07 scholars have appeared in the same. Results of the Course Work examination were announced on 04/05/2022. All have successfully completed the Ph.D. Course Work.
Organization of Seminars /Workshop for faculty & students	Microteaching Seminar conducted for B.Ed. session 2020-2022 on 9th August to 11th August 2021 and B.Ed. session 2021-2023 on 21st April to 23rd April 2022, workshop on Research proposal writing for M.Ed. session: 2020-2022 on 9th August to 11th August 2021.

13. Was the AQAR placed before the statutory body?

Nil

- 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
<ul style="list-style-type: none"> Year 	
Year	Date of Submission
2021-2022	04/01/2023
15. Multidisciplinary / interdisciplinary	
<p>Keeping in mind the NEP2020, the college is planning to have multidisciplinary / Interdisciplinary. In order To overcome the challenges associated with multidisciplinary collaboration, effective communication, strong leadership, and a shared commitment to the common goal are in the process. As we move forward, embracing this approach can lead to a more interconnected and prosperous world. The college is setting up the building in order to facilitate this programme.</p>	
16. Academic bank of credits (ABC):	
<p>We have upgraded the library computer so that the data require could be stored and help the beneficiaries. Trying to formulate policies and guidelines for the implementation of the Academic Bank of Credits. Ensuring consistency and comparability of credits earned at various institutions, a standardized credit system is to be established. The college is taking into account factors like the level of difficulty, workload, and learning outcomes. The infrastructure is to be established . Establishing the college task force to look into the matter to implement the policies of NEP2020.</p>	
17. Skill development:	
<p>The institution is emphasizing in imparting the value-based education in the college. The students are oriented to respect for all the religions and other faiths in the college. One of the good practices that we have in the college is to have inter religious prayer services conducted during the college assembly everyday.</p>	
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture,	

using online course)

The students in this college hail from different culture, backgrounds, languages and tradition. Most of the students come from rural background as a result, many of them are not fluent in English. Therefore, the mode of teaching is dual language i.e. English and Hindi . Delivery of contents in bilingual helps the students to understand the content, matter well. The college runs only B.Ed.. M.Ed. and Ph.D. programmes in Education. The college has not taken any concrete steps to preserve and promote the Indian languages. The art teacher at the time of fine arts classes makes an effort to promulgate Indian culture and traditions.

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

Since the college is an autonomous, the Board of studies (BoS) concentrates and takes initiatives in the areas where the new aspects are included which are relevant to the students from the perspectives of competitive examinations

20.Distance education/online education:

At the time of Corona, the teaching learning activities were focused on distance learning. Slowly when the corona period came to an end, most of the classes were conducted fac to face. Because of the emergence of technology, the faculty member re trying to incorporate Bended learning in the day today teaching learning activities. Time to time, the teachers emphasize that the classes could be conducted on the online basis.

Extended Profile**1.Programme**

1.1 3

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 284

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2

128

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3

128

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

3

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2

15

Number of full-time teachers during the year:

Extended Profile

1. Programme

1.1	3
Number of programmes offered during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2. Student

2.1	284
Total number of students during the year:	

File Description	Documents
Institutional data in Prescribed format	View File

2.2	128
Number of outgoing / final year students during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3	128
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	3
Number of courses in all programmes during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2	15
Number of full-time teachers during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.3	0
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	3270982.24
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.

The college being an autonomous body, the Board of Studies(Bos) of the college makes it a point that the curricula is to reflect on the basis of local, national and regional and global developmental needs. Most of the programmes that the college has reflects mainly on the outcomes. The trainees are trained in such a way that they need to cope with the demands of the time in whichever field they go. Being a professional college in the field

of education, the trainees are given such types of skills which will empower them to change the society tomorrow. The B.Ed. and the M.Ed. scholars are drilled in such a way that they can do justice to their profession in the long run. M.Ed. students can write a research article will can be published in the journals for public domain. M.Ed. students qualify themselves in the NET and JRF at the time of doing their courses.

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

2

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

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	No File Uploaded

1.2 - Academic Flexibility

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

0

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
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	No File Uploaded
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

Majority of our students are females in the college. Because of this, the management and

the staff are extra careful connected with Gender sensitivity. Our teachers along with teaching

different subjects make sure to mention regarding the values involved in it. The college has an

exposure programme for the students in "Taru Mitra" meaning friends of trees every year

making them aware regarding the environmental issues and mother earth. At the same time there is a special paper BCC- 6 on Gender School and Society in B.Ed. The paper mainly discusses about the key concepts of gender issues, gender and education especially

curriculum, pedagogy and role of teacher. On the other hand, OC 1.4 is about Environmental Education, understanding environment and knowing different critical issues. Students have active role in discussing different issues.

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	No File Uploaded

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	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

229

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	C. Any 2 of the above
File Description	Documents
Provide the URL for stakeholders' feedback report	Nil
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	Nil
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	
142	
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)	

284

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.

Students seek admission into this institution for B.Ed. and M.Ed. courses through an entrance examination conducted by the Government of Bihar (for B.Ed.) and by the affiliated university (for M.Ed.) respectively. The academic session for both courses starts with an orientation program. The orientation programme makes the students feel more comfortable and confident in achieving their goals. Students seek admission into this institution for B.Ed. and M.Ed. courses through an entrance examination conducted by the Government of Bihar (for B.Ed.) and by the affiliated university (for M.Ed.) respectively. The academic session for both courses starts with an orientation program. The orientation programme makes the students feel more comfortable and confident in achieving their goals.

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
31/07/2021	284	15

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 method of teaching learning is based on student centric. During the teaching learning process, the main purpose of student involvement is to make them aware of their potentiality, their participation in all the activities. During the extra-curricular activities especially when the students have to organize their programme, it is the students who take care of everything. Students run the show in presenting the programmes i.e. controlling, executing and planning for the programme with the help of the supervisors. Most of them learn to execute their potentiality at the time of running the show.

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

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

The college is having its ICT lab. Besides, most of the teachers have their own laptops to get the online resources to be made. The teachers make use of the WiFi available in the college. The ICT tools are mainly made by the M.Ed. scholars for the purpose of collecting data and other needed resources for the purpose of Research. The scholars make it for the purpose of data collection and data analysis and its interpretations. The use of online resources are very helpful in order to save time and energy of the scholars as well as the teachers. The teachers also make use of it whenever there are online classes for the students. The online classes are not only good for the teachers but also excellent for the students to learn the techniques of making use of artificial intelligence for the speedy result of the undertaking. Quite a few times the materials are uploaded in the Youtube for the sake of wider circulation. The students who look for such materials benefit a lot from these reading materials. It was the peak hour of Pandemic. Most of the teachers were able to take classes from home. The activities were not one sided affair rather both the sides output was more.

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_2021.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

11

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

The principal with the help of the controller of Examinations and his assistant along with the HoD's of the department sit together and plan for the academic calendar. The Academic calendar is being prepared keeping in mind the credit system that the college follows. During the plans it is also kept in mind the holidays. The teachers are strictly guided to finish the portions allotted to them during the stipulated time. The semester system helps the principal to plan systematically and execute the plan effectively. Once the academic calendar is finalized, it is given to the teachers and the plan also is exhibited on the notice board so that the teachers know the plans. The teachers plan their teaching plans according to the time table allotted. Most of the time, the academic calendar also indicates the time for the exams and the beginning of new semester. The Calendar also is uploaded in the website for the purpose of wider transparency. At the same time, the calendar also change as and required to alter or re-plan the whole calendar according the needs. Generally, the plan is not altered unless and until it is needed to alter.

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)

15

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

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	No File Uploaded

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

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.

The Examination department needs to have the nominal roll i.e. course and semester wise candidates appearing for the examination so that the department can issue Admit Card accordingly and for further process after examination.

For conducting of the examination, the department should know

course wise number of candidates registered for examination in every semester so that, the department needs to keep ready number of question papers required for all the candidates.

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 OUT COMES FOR B.Ed. & M.Ed.

After the successfully completion of the two year B.Ed. & M.Ed. programme, Trainees will be able to develop:-

1. Empower themselves with the subject content and pedagogy.
2. To analyse curriculum and select appropriate teaching strategies according to their needs.
3. To prepare students as teacher Educators, Administors and Researchers for various institution engaged in Teaching, Educational Research and Educational Planning
4. Respect of various religions and moral values.
5. Practice teaching in schools, inculcate the real experiences of classroom teaching
6. To understand the Social issues and educate the students accordingly and expected change in society through education and value.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	http://www.sxcepatna.edu.in/b_new/pdf/aqar_iqac/261_2021.pdf

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

The college conducts mid-term examinations after two and a half months in order to assess the attainment of the students and the knowledge acquired by the students. The seriousness in the preparation for the tests conducted and the marks obtained by the students helps the teachers to assess the PO's and PSO's and CO's. Generally the students do well in the midterm exams because the portion is limited. This also helps the students to prepare thoroughly for the end semester examinations. Those weak students who are not able to cop up with the demands of the time re helped out but giving special coaching in the areas lacked. This has been a successful venture so far. The marks obtained in the mid term exams shows the future course of action to be taken by the teacher as well as the students. After the declaration of the results, if the students do not do well in their final term, the teachers accompany them to do well in the coming semester examination.

File Description	Documents
Upload any additional information	No File Uploaded
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

127

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/agar_igac/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	
<p>Since the college is having M.Ed. and Ph.D. programme in Education, one of the main concerns of the programme is to have research on relevant issues. The M.Ed. scholars are motivate to take any new topic connected to the field of education and do research. It has been the result-oriented research projects that have yielded good fruits. The College has the following well-defined research policy for the promotion of research. (upload the research policy)</p>	
File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	http://www.sxcepatna.edu.in/b_new/pdf/aqar_igac/311_2021.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	No File Uploaded

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	No File Uploaded

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	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
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

6

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	No File Uploaded

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.

Since the College is having M.Ed. and Ph.D. programme in Education, it has separated the library from the B.Ed. trainees for the sake of serious academic work can be achieve. The scholars have sufficient facilities in the library to carry forward their research. The library has enough and more reading materials, separate WiFi connections, desktops for surfing. They have also

the facility to print out the materials. The library is well equipped with M.Ed. dissertations, Ph.D. thesis and many other scholarly books, journals and reading materials. The scholars also are well guided by their supervisors so that the work of the scholars may not get stuck in their undertaking.

File Description	Documents
Upload any additional information	No File Uploaded
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

0

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	No File Uploaded
Any additional information	No File Uploaded

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**

7

File Description	Documents
URL to the research page on HEI website	Nil
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

1

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

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

0

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

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	No File Uploaded
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	No File Uploaded

3.5 - Consultancy

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

10,900.00

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	No File Uploaded

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

At the time of 4 months of internships, the students who have been learning principles, theories and other concepts in the classrooms, have the direct platform in different cooperating schools. Along with the lesson plans to be executed, they organize other issue base activities in the school i.e. organizing elocution contests, Rangoli making competitions, health and hygiene, tree plantation and they mobilize the students. The students are motivated during assembly to take up social issues. The interns take up different issue during the assembly. The students also take initiative to organize poster making competitions based on different burning issues. Because of such type of activities in the school, the number of students attending the classes goes up during the internships. This has been noticed in the government schools

File Description	Documents
Upload any additional information	No File Uploaded
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	No File Uploaded

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)

0

File Description	Documents
Reports of the events organized	No File Uploaded
Any additional information	No File Uploaded

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

0

File Description	Documents
Reports of the events	No File Uploaded
Any additional information	No File Uploaded

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

1

File Description	Documents
Copies of documents highlighting collaboration	View File
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)

10

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	No File Uploaded

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.

Classrooms: The College has 12 classroom of various sizes for classes of various strengths. All the

classrooms are well ventilated will equipped with sufficient number of benches and fans. all faculties deliver their lectures by using Laptops and cordless mice which is provided by the college for effective teaching and learning process. overall teaching and learning process is based on ICT which is highly interactive.

ICT Lab: The College has ICT lab with WiFi connectivity and internet access. All the trainees are advised to make full use of this facility under the guidance of assigned instructors. Regular and systematic learning in computer use has been scheduled for each class throughout the academic year.

Library: The College library is open to all students for B.Ed., M.Ed., Ph.D. and Alumnae. We have two libraries for students 1 library for B.Ed. Students and 1 for M.Ed. & Ph.D. Scholars both libraries are fully computerized by semi-automating the issue of books with bar code reader. we have annual membership of INFLIBNET-NLIST from the year 2011 with information and library network centre, Gujarat University. SOUL 2.0 software is used transaction. The staff and Students are advice to make maximum use of the same.

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 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 etc.

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
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	No File Uploaded
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)

3270982.24

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)

Library: A Library management system is used to maintain library bibliographic databases electronically for quick library routine jobs. The system helps both students and the librarian to keep constant track of all the books available in the library and also help the student or any user having membership in the library to search and reserve their desired book through the Online Public Access Catalogue System (OPAC) by using Free Wi-Fi connectivity in the library or via computer terminals which we provided in the library.

Our library has been fully automated since 2013 with its flagship software SOUL 2.0, which provides efficient library routine work by using barcode technology. All the newspaper documentation related to education, institutional press release, Journal article documentation, and research tools are collected and managed using Zotero open-source reference management software. We have access to the Inflight N-list database and some collections of E-books are also maintained from open and free sources by using the CALIBRE- Cross-Platform Open-Source Suite of E-book software. We provide library reprography from the reference materials to the users for getting their on-demand information needs.

File Description	Documents
Upload any additional information	View File
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**

C. Any 2 of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

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

64744

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

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	No File Uploaded

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

E. None of the above

software for editing	
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)

3270982.24

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.

Library

A Library management system is used to maintain library bibliographic databases electronically for quick library routine jobs. The system helps both students and the librarian to keep constant track of all the books available in the library and also help the student or any user having membership in the library to search and reserve their desired book through the Online Public Access Catalogue System (OPAC) by using Free Wi-Fi connectivity in the library or via computer terminals which we provided in the library.

Our library has been fully automated since 2013 with its flagship software SOUL 2.0, which provides efficient library routine work by using barcode technology. All the newspaper documentation related to education, institutional press release, Journal article documentation, and research tools are collected and managed using Zotero open-source reference management software. We have access to the Inflibnet N-list database and some collections of E-books are also maintained from open and free sources by using the

CALIBRE- Cross-Platform Open-Source Suite of E-book software.We provide library reprography from the reference materials to the users for getting their on-demand information needs.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.sxcepatna.edu.in/b_new/pdf/aqar_igac/442_2021.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	No File Uploaded

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

9

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

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

D. Any 1 of the above

File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	No File Uploaded
Any additional information	No File Uploaded

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

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

E. None of the above

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	
26	
File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
5.2.2 - Number of outgoing students progressing to higher education	
4	
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	
9	
File Description	Documents
Upload supporting data for students/alumni	View File
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	No File Uploaded

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 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

8

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

The alumni association did not conduct any activity during the period of Pandemic.

File Description	Documents
Upload any additional information	No File Uploaded
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	No File Uploaded

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

The institution has its vision and mission upon which all the academic undertakings as well as other extracurricular activities are depending upon. The vision and mission are the guiding features of the wellbeing of the institution. Though the management has the power to decide yet there is ample opportunities for the teachers to help in this decision. The members of the Board of Studies (BoS) are mainly the teachers who with their experiences are able to guide the management to formulate curriculum based on the issues. The teachers are involved in most the academic as well as non academic activities in the college. These committed teachers go out of their way to run the institution for the well being of the trainees. They accompany the trainees during their internships. The teachers are the boon of the institution for day today running of the institution. At the same time, the college has its perspective plans in the societal level. Other than the policy matters, teachers have a great role to play in the college. The teachers have a great role in the field of research especially in the Departmental Research Council (DRC) and Post Graduated Research Council (PGRC).

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

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

Delegation of power is one of the most significant and effective leadership of various practices in the decentralization and participatory management. The college has the tradition to have a small meeting before the execution of any activity or any other academic activity. It is the common decision that the teachers take up and bear the burden of executing the same as their own programme. The faculty members themselves contact concerned persons in the cooperating schools. Before we send our students to these schools, teachers themselves approach the heads of the schools for the purpose and request them to do the needful. As a result, the work progresses systematically and smoothly.

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

At the time of allotment of students for internship, the teachers themselves plan out the modus operandi of the programme. They find out where the students come from and accordingly, they are allotted the places. They also see the quality of the student whether he/she will be able to cope up with the demand of the school. Once the list of students is allotted, the team once again meets in a group and finalizes the slot. The teachers also are allotted the school from the direction they come from so that they could have easy access to the place and the students. This has been the strategic plan the teachers make and execute it. Once the

team has agreed upon the programme, there is no room for any change. Once the students are allotted to any school according to their capacity, they do very well and excel in their output.

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 and Accounts Student Admission and Support Examination

C. Any two of the above

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

The teaching members are encouraged to go for orientation programmes arranged by UGC. They are also encouraged to attend any kind of workshops arranged by renowned organizations. Most of the time, the teachers are called in to the resource persons for any seminar or workshop. There are moments when the teachers are invited by the parent university to be as part of the inspection team for the affiliation of the college. Most of the teachers who are also the member of DRC and PGRC of the university. On the other hand, the non-teaching staff are given loans without interest as and when they need. Along with this package, there are times when they have come together to reflect about their role in

the institution.

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	No File Uploaded
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	No File Uploaded

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	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Since the college is a registered body, the annual internal and external auditing is regularly done. The college has an accountant who takes care of the accounts. The head of the institution does have direct access to deal with the finance. Before the beginning of the financial year, the head of the institution keep note of the things required and accordingly the budget is allocated. The Audited reports are annually given to the Registrar of the societies. The institution invests the finance according to the suggestions made by the auditors. In most cases, the auditors do give their constructive suggestions based on the finance.

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	No File Uploaded

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. The college has not followed the financial mobilization methodology for the sake of increasing financial matters. Other than this, there are philanthropists who help the college in kind i.e. by gifting some of the essential aspects which are for the students.

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 role of IQAC is incredible. The members of IQAC are learned people representing different sectors of society. One of the best practices which the college is having at present is the internal assessment marks in terms of attendance and other practical aspects in the college. Because of this practice, the attendance of the students is regular for the sake of getting good marks. Second aspect of the best practices was that of having online class for the add on course. Because of this practice, so much of time is saved. The classes are conducted according to the availability of the students and their convenience. The free time of the students is made use of for the sake of conducting one of the courses.

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

At the end of the session, the college conducts the performance of the teachers and the opinion of the students regarding the course. The opinion of the students is taken in written format so

that the teachers are aware of the areas to improve upon in the following year. This sort of evaluation is taken every year at the end of the academic year. This evaluation helps a lot for the administrators in the college as well as the teachers. The students also give their opinion regarding the curriculum which the college follows. Based on the opinion and importance of the opinion and suggestions, the BoS takes note of it and taken constructive measure to rectify.

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)

C. Any 2 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	http://www.sxcepatna.edu.in/b_new/pdf/aqar_iqac/653_2021.pdf
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	No File Uploaded

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

C. Any 2 of the above

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 glass, 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 emptied 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 shucks naturally in soil which influences to make recharge ground water later.

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	No File Uploaded

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 system in the campus

E. None of the above

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:

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

<p>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</p> <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
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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,</p>	D. Any 1of the above
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reader, scribe, soft copies of reading materials, screen reading, etc.

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).

Though the college is run by the Christian Minority institution but there is openness in the campus for students of other faiths to come and take admission. The college conducts assemble focusing on all the importance aspects of other religions. At the time of assembly, readings from holy scripture from other faiths too are taken for reflection. All the students are treated equally no matter they are coming from any religion, case color or creed. There are students from well off families, but they are well exposed to the other sector. The college has some amount allotted for the scholarship for the economically weaker students. In this way some relief is extended to those students who are in need.

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:

As part of the celebrations in the college, some of the significant days which have got national and international importance are celebrated. Constitutional day, Human Rights Day, Women's day are celebrated well. The students this was are oriented towards their obligation, their rights and their duties as the citizens of the country. As part of the extracurricular activities, one day seminar of Human right day is organized in the

college. Experts from outside are invited for the input session.

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

The College celebrated national and international commemorative events and festivals to promote unity, Nationalism and patriotism among the students and staff as well as maintain the harmony and healthy work atmosphere and to make the trainees aware of the national pride and cultural heritage of India.

The Institution celebrate national and international festival like: Independence Day, Republic Day, Teachers' Day, International Women's Day, International Yoga Day, Dr. Bhim Rao Ambedkar

Jayanti, every year.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
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

BEST PRACTICES: 1

1. Title of the Practice

Mentoring groups for the sake of better accompaniment of the students.

2. Objectives:

- To accompany the students closely
- To motivate the students as and required in their performance
- For better accomplishment in their skills

3. The Context:

- Students may not be aware of the areas to explore
- Totally new in their experiences
- Nurture the students

4. The practice:

- Division of students in different groups
- Meet the students in small groups
- To understand the student's problems and their areas of growth in a better way

5. Evidences of Success:

- Students do well in their studies
- Students are accompanied in a right time
- Better understanding among students

6. Problems Encountered and Resources Required

- Students don't open up themselves
 -
- Students easily don't mingle among themselves

7. Notes:

- Good steps to understand the new students

File Description	Documents
Best practices in the Institutional website	http://www.sxcepatna.edu.in/b_new/pdf/aqar_iqac/7212021.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)

The vision and the mission of the college depicts the distinctiveness of the institution. The vision of the college is "to build an egalitarian society based on justice, freedom and harmony through our teacher-trainees, extension service and research" whereas the mission of the college is "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". Hence, the aim of the college is that the students who take their training here become well - formed guides who will accompany the young learns on his or her journey to becoming a fully human person. The college, therefore, offers an all-round training one that is at once intellectual, cultural, social, emotional, physical, aesthetic, moral and spiritual. Furthermore,

the college aims at conducting in-service programmes for teachers and administrators already in service in schools in order to update them on educational issues and findings and to develop the required skills using modern information technology and innovative practices. Besides, the college undertakes documentation and research in relevant educational areas. The college is one of the leading autonomous teacher training colleges in Bihar.

File Description	Documents
Appropriate link in the institutional website	http://www.sxcepatna.edu.in/b_new/pdf/aqar_iqac/7312021.pdf
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The college did not conduct offline seminar after post covid-19. Therefore, it is planned to conduct a seminar on "Quality Enhancement Practices in Higher Education Institutes in the context of NEP2020". It is also a tradition of the college that the students are taken for Educational Tour for their exposure to different cultures and have a direct knowledge of the traditions of other areas. So, there is a plan to take the students to long tour. This college is an autonomous college; therefore, we need to conduct the convocation for the three groups of B.Ed. and M.Ed. as well. The college is also planning. We are also planning to have a student exchange programme. At the same time, we must get ready for the 4th cycle of NAAC accreditation besides, preparing ourselves for the 3rd batch of Ph.D. scholars, signing MOU with sisterly concerned colleges from Kohima, Calcutta, Darjeeling, Nepal and Delhi Province. The MOU is on the exchange programme of teachers and students and in the area of Research. There is also a training programme arranged for the Librarians in Kolkata in the month of August 2023. Last but not the least, to honor the Alumnae who have been placed in different DIET centers as lecturers and Principals through BPSC drive.