Yearly Status Report - 2018-2019

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.) Thomas Varghese, S.J.**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**06122260253**
Mobile no.	**9431269234**
Registered Email	**sxcepatna@gmail.com**
Alternate Email	**tomperu@gmail.com**
Address	**Digha Ghat**
City/Town	**Patna**
State/UT	**Bihar**
Pincode	**800011**

2. Institutional Status

Autonomous Status (Provide date of Conformant of Autonomous Status)	**11-Oct-2018**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Dr.(Fr.) Ignatius Topno, S.J.**
Phone no/Alternate Phone no.	**06122567153**
Mobile no.	**6201161517**
Registered Email	**sxcepatna@gmail.com**
Alternate Email	**itopno@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.sxcepatna.edu.in/b_new/pdf/aqar_iqac/AQAR201718.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.sxcepatna.edu.in/b_calendar.html

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
3	**A**	**3.02**	**2016**	**25-May-2016**	**24-May-2021**

6. Date of Establishment of IQAC	**10-Feb-2005**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Orientation Programme	**04-Jul-2018**	**37**

	1	
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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**1**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Achieved Autonomy 2. Seminars and Workshops 3. Scholarship for students 4. Blood Donation

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Autonomy and its followup	**Attached**
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14. Whether AQAR was placed before statutory body ?	**No**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	26-Nov-2019
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	30-Jan-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	St. Xaviers College of Education, Patna maintains partial computerized Management Information System (MIS). This is in place to select, collect, align and integrate data and information in academic and administrative aspects of the institution. Information about admission and its procedure after CET, is advertised through website and forms could be downloaded and filled up. Though the admission register is manually prepared, the student data and information of all batches (1988 89 on wards) is computerized for ready reference. The college uses bio metric machines for daily attendance of students and staff and upload the same on the college website as well as other related offices websites every fortnight for information. All notifications related to study and teaching, are published in different egroups of students and teachers. In case of necessity, online meetings are conducted for staff and students during holidays. Ecredentials are used for semester examinations and eresults are published for students. During internship/practice teaching of our students, attendance and other related activities are etracked. 100 Mbps FFTH internet connectivity (BSNL) is installed. SOUL 2.0 software is used for library transaction, Registration of students in the Library is done through bar coding. Eresource books and journals are used under INFLIBNET

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
BEd	501	Education	01/11/2018
MEd	502	Education	05/07/2018
View File			

1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BEd	Education	01/11/2018
MEd	Education	05/07/2018

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	Education	98
MEd	Education	20
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	Yes
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
A questionnaire for student - teacher evaluation is filled and submitted by the students It is formally coded Individually evaluated Collected feedback is communicated to faculty concerned in the beginning of the session for corrective measures. This in turn helps to improve the quality of instruction and human relation. Employer : Gives the feedback of interns especially from the co-operating school where they are assigned to do their Internship. This also is conveyed to the students for improvement.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MEd	Education	50	70	20
BEd	Education	100	320	100
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	100	20	16	10	18

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
18	15	18	8	1	6
View File of ICT Tools and resources					
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes. To help the students in academics: - choose his/her role - identify his/her academic problems - choose other courses outside the class hours To make the students aware of facilities: - ICT - scholarships and loans - remedial classes - officials and their roles - student service centre and placement - vocational courses offered LIVE - hostel facilities - sports and games - mid day meal scheme - grievance redressal committee To be a link: - between the department and the students - between parents and students - between students themselves Methodology of mentoring: - having a bio-data of students in fixed format - getting up-to-date performance of students - keeping track of regularity and taking corrective measures - respecting students views and having dialogue when necessary

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
246	18	1:10

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
18	18	0	0	7

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MEd	502	Semester	22/07/2019	31/07/2019
BEd	501	year	26/02/2019	19/03/2019
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
0	116	100

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://www.sxcepatna.edu.in/b_new/pdf/aqar_iqac/261_2018.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
502	MEd	Education	18	18	100
501	BEd	Education	98	98	100
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://www.sxcepatna.edu.in/b_new/pdf/aqar_iqac/271_2018.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No
No file uploaded.

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
No Data Entered/Not Applicable !!!				
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3.2 – Resource Mobilization for Research

3.2.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	UGC	260000	260000
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

0

3.3 – Innovation Ecosystem

3.3.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Seminar on Taxonomy of Educational Objective	B.Ed.	11/09/2018
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3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				

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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.4.2 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
[View File](#)			

3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
B.Ed. and M.Ed.	6
[View File](#)	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			
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3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local

Attended/Seminars/Workshops	0	1	0	8

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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
Faculty	Resource person	IGNOU	12954

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3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
NIL	NIL	NIL	0	0

No file uploaded.

3.6 – Extension Activities

3.6.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
External Examiner- Advanced Diploma in Applied Yoga	Patna Womens College	1	22
Resource person for the Extended Contact Programme of PGDSLM	IGNOU, Patna	1	28
Resource person for the Extended Contact Programme of PGDHE	IGNOU, Patna	1	21
External Examinar : Advanced Diploma in Applied Yoga (Paper III VI)	Patna Womens College	1	28
Orientation Programme for teachers	Catholic High School, Arrah, Bihar	1	27
Appointed as Member of IQAC	Aryabhatta Knowledge University, Patna	0	0
External Examiner for B.Ed. Practical Exam. 2019	Patna Training College	1	32
PG/UG Board of Moderators in Philosophy (App.	Patna University	1	0

Yoga)				
Member of course of Study Committee (Syllabus revision)	Patliputra University	1		0
Selection Committee Member	Sai B.Ed. D.El.Ed. College, Bikramganj, Dt. Rohtas	1		0

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3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Social awareness Programme	Kurji Holy Family Hospital, Patna	Blood Donation camp	12	126
Social awareness Programme	Fr. Philip Manthara, S.J. Team, PUCL, Patna	Seminar on Human Rights	14	234
State Festival	St. Xaviers College of Education, Patna	Inter house singing competition on the occasion of Bihar Diwas	0	98
Women Empowerment	All India Womens Commission	Empowering Women by Sensitizing them Against Sexual Domestic Harassment POCSO	16	221
Outreach Programme	St. Xaviers College of Education, Patna	Each one Teach one - for neighbourhood vilage children	9	98
Environment Awareness	Fr. Robert Athickal Team, Taru Mitra Ashram, Bio-Reserve Centre, Patna	Environment Education for Sustainability	7	126
Exposure	Asha Deep, Fair	Exposure	4	37

Programme	Field Colony, Patna	programme for Differently abled children by M.Ed. students (2017-19 session)		
Awareness programme	Bihar Tuberculosis Association, Patna	Fund raising for T.B.	16	214
Awareness programme on Communal Harmony	National Foundation for Communal Harmony, New Delhi	Fund raising for Communal Harmony	14	221
Health awareness	Heartfulness Institute, Patna	Heartfulness Meditation	16	217
[View File](#)				

3.7 – Collaborations

3.7.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Neighbourhood Institution	Co-operating schools for internship	List attached	24/09/2018	05/12/2018	List attached
[View File](#)					

3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
537052	345175

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Newly Added
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL 2.0	Partially	2.0	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	12577	2345290	214	133855	12791	2479145
Reference Books	1377	1015635	21	7588	1398	1023223
Journals	27	326357	8	8030	35	334387
e-Journals	6000	0	0	0	6000	0
Digital Database	36	702045	0	0	36	702045
CD & Video	140	613729	8	2125	148	615854
Others(specify)	212	119706	0	0	212	119706
Others(specify)	22	8330	3	900	25	9230
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	59	1	59	3	50	4	5	100	0
Added	3	0	3	0	0	0	0	0	0

Total	62	1	62	3	50	4	5	100	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
3890000	601433	1034500	937702

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

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 specious building. Besides the building of the college, the cooperating St. Michaels High School building is also situated in the same campus. The twin institutions enjoy the open space facilities and other facilities such as play ground, canteen, dispensary and swimming pool. For Physical Education purpose we have physical fitness laboratory. All the classrooms are well equipped with modern technological equipment for ICT enabled teaching. We have installed a BSNL-FTTH internet connection with a Bandwidth of 100 MBPS. All the teachers and students avail the computer, WiFi and internet facility free of cost. Out computer laboratory is well maintained and equipped with 50 computers and related accessories. Psychology laboratory is equipped with latest Psychological apparatus and tests. Science and Mathematics laboratories maintained well with modern equipment and apparatus and tests. Library is partially automated and a total of 14318 books and 24 Indian and foreign are available and has a seating capacity of 100. Research materials, ProQuest CDs, Encyclopedias, Dissertation Abstracts International and other educational materials are available in hard and soft forms. Since 2011 we have Annual Membership of INFLIBNET NLIST with Information and Library Network Centre Gujrat University. The staff and students make maximum use of the same. Students 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.

http://www.sxcepatna.edu.in/b_new/pdf/aqar_iqac/442_2018.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	College Scholarship	20	485000

Financial Support from Other Sources			
a) National	AIWC	8	200000
b)International	0	0	0
[View File](#)			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Yoga and Meditation	13/08/2018	236	Heartfullness Institution
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	CTET	238	238	0	0
2018	NET	238	238	0	0
2018	STET	238	238	0	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
17	17	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Local Schools	80	73	file attached	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	10	B.Ed.	B.Ed.	St. Xaviers College of Education,	M.Ed.

				Patna	

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	24

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sports	B.Ed. M.Ed.	240
Cultural Activities	B.Ed. M.Ed.	240

No file uploaded.

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Though there is no Student Council in the college, our students are divided into 4 groups i.e. Aurobindo, Gandhi, Tagore Zakir. Each group selects 2 captains and by the leadership of the captains programmes and activities are planned and conducted as per the academic calendar. They work closely with each other to chart their path through the entire programme. Each group becomes competitive in curricular as well as co-curricular activities. Our students are also members of our college IQAC committee. In the beginning of the session itself they are made aware of anti-ragging, POCSO etc. It is mandatory for them to fill the anti-ragging form and the same is uploaded on the UGC website. They also took active part in Swachh Bharat abhiyaan, Formed Human chain against atrocities, Environment protection, No plastic zone etc. Our students were amply exposed to the intricacies of environment concerns. Inter-religious prayer services were conducted by the students on special occasions. During the annual sports meet of the college our students showed their team spirit and perform excellently. They took active part in the awareness programmes and generously contributed/collected funds for campaign against Tuberculosis and Communal Harmony.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of registered Alumni:

No Data Entered/Not Applicable !!!

5.4.3 – Alumni contribution during the year (in Rupees) :

10000

5.4.4 – Meetings/activities organized by Alumni Association :

3 meetings are conducted annually by Alumni Painting competition for neighbourhood schools conducted annually

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. Delegation of work through (HoDs): For the smooth functioning of the courses, HoDs are given responsibility of B.Ed. M.Ed. department. Various Committee are formed for POCSO, Student Welfare, Anti ragging, Sexual harassment, Guidance and counselling etc. to take care of any issues related to it. Consultative meetings were held periodically to update the smooth functioning of the college. 2. Various programmes organized on occasions of national and college importance by delegated teachers. The different programme in-charges are accountable to the management. Awareness programme on HIV/AIDS and Human Rights are conducted annually. Fund collection for Tuberculosis, Communal Harmony and for any natural calamities are regular features of the college and some faculty is made responsible for. A blood donation camp is conducted annually. Children from the neighbourhood villages are given a month long programme on Each one Teach one where they get a chance to learn the basics of writing and learning.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	From the session 2018-20, Bihar government has introduced Combined Entrance Test (CET). After CET students are allotted different B.Ed. colleges of Bihar. As per allotment list we admit the students for B.Ed. course. For M.Ed. course Aryabhatta Knowledge University conduct its CET and then students who are desirous to get admitted to our college are selected through counselling. Classes starts on the first week of July.
Industry Interaction / Collaboration	The college is the study centre of IGNOU. For Internship/practice teaching our students are sent to neighbouring schools. Seminars and workshops were conducted to update the teachers of schools in Bihar . Extension services are rendered to other colleges/schools and universities by sending out staff as external examiners, selection committee members, resource persons,

	inspectors and judges for competitions etc.
Human Resource Management	Orientation programme for faculty is conducted. Seminars and conference conducted to update their skills. Faculty update their qualification by completing NET and pursuing their Ph.D. Faculty publish Research papers in national and international journals.
Library, ICT and Physical Infrastructure / Instrumentation	14318 books are in the Library, Research materials, ProQuest CDs, encyclopedias, Dissertation Abstracts International and other educational materials in soft and hard forms are available in the library. 260 new books were added this year. More than 60 computers with uninterrupted internet WiFi connectivity and students make maximum use of it every day. For Physical Education purpose we have a physical fitness lab and also we share the facilities offered by our sister school (Play ground, Swimming pool etc.) of the same campus.
Research and Development	We promote quality education and are working for academic excellence by conducting research training and innovative activities. The students prepare a project on Action Research which is included in our syllabus. Six of our faculty members have completed their Minor Research Projects funded by UGC (2016-2018). Our college regularly publishes a bi-annual: Journal of Research in Education in which our faculty, M.Ed. Ph.D. scholars publish their research articles.
Examination and Evaluation	Choice Based Credit System (CBCS) is introduced after autonomy and the whole B.Ed. syllabus is changed into four semester. CCE is followed and in every semester a mid-sem examination is conducted prior to semester-end examination to improvement their performance. Periodical class tests and content tests are conducted. Home assignment and project work are given for internal assessment.
Teaching and Learning	Integral Pedagogy is followed all through which emphasizes context, action, reflection and evaluation. Video recording of teaching and re-viewing of the same for improvement. Visits are made to historical sites for collecting data for the preparation of their records. Seminars conducted by

	experts on educational topics. The habit of self-learning is promoted through home assignments, library work and group work.
Curriculum Development	This year, the entire syllabus was reshuffled and necessary changes were made as per UGC regulations for Autonomous colleges . Our institution makes an extremely important contribution to the outstanding standards achieved by our students.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Administration	Partially maintains computerized Management Information System (MIS) to select, collect, align and integrate data and information in academic and administrative aspects of the institution.
Finance and Accounts	Accounts are managed through Tally Software. Fee collected through NEFT.
Student Admission and Support	Information regarding admission and its procedure after CET is advertised through website and provision is given to download and fill up the forms. Daily attendance of students is maintained through bio-metric machines. Notification related to study and teaching are published in different e-groups of students. Attendance and other activities during internship in co-operating schools are e-tracked.
Examination	For semester examinations and publication of results e-credentials are used.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Mr. Deep Kumar	Workshop on The Ignatian Pedagogical Paradigm	St. Aloysius Institute of Education, Mangalore	5500
2019	Dr. Madhu Singh	Workshop on The Ignatian Pedagogical Paradigm	St.Aloysius Institute of Education, Mangalore	5500
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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
National Workshop on Blended Learning Approach for Teacher Educators Web 2.0 Integrated Teaching and Learning	**1**	**26/11/2018**	**28/11/2018**	**3**
Understanding Open Educational Resources	**1**	**13/11/2018**	**15/11/2018**	**3**
Annual Refresher Programme in Teaching (Educational Research)	**1**	**10/11/2018**	**28/02/2019**	**7**
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
14	**6**	**9**	**3**

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EPF, FPF, HRA, DA, Medical, EL, Annual Leave, Free Wifi Interner facility	**EPF, FPF, HRA, DA, Interest free Loan, Medical, EL, Annual Leave**	**Interest free Loan, fee concession/scholarship**

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal: Our Bursar, along with his assistants regularly audit the accounts internally, with monthly trial balance checking. External: At the end of the financial year, registered Chartered Accountants - V. Shankar Aiyar Co. - are invited and the account is externally audited.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
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6.4.3 – Total corpus fund generated

5000000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	External IQAC Peer Team		
Administrative	Yes	External IQAC Peer Team		

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

NIL

6.5.3 – Development programmes for support staff (at least three)

Seminar on smart class Human Rights Awareness programme on HIV/AIDs

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Expansion of Building, Achieved autonomy, ICT enabled classrooms

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Seminar on Microteaching	12/09/2018	12/09/2018	13/09/2018	98
2019	Exposure Programme	09/02/2019	09/02/2019	09/02/2019	18
2019	Seminar on Indian Educational	16/03/2019	16/03/2019	16/03/2019	18

| 2019 | Outreach Programmes | 25/02/2019 | 25/02/2019 | 25/02/2019 | 20 |

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women Empowerment	08/03/2019	08/03/2019	171	58
Role Play against atrocities against women	09/03/2019	09/03/2019	171	58

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
65

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1
Rest Rooms	Yes	1
Any other similar facility	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	25/02/2019	3	Each one Teach one	Gave a chance to the local village children to know the basics of learning and	58

2019	1	1	09/02/2019	1	Exposure programme	Differently abled children were made aware of the present day situation of education and its advantages.	31

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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)

No Data Entered/Not Applicable !!!

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Blood Donation	29/05/2019	29/05/2019	24
Campaign and fund collection against TB	01/11/2018	10/01/2019	236

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

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

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

7.2.1: Describe at least two institutional best practices: 1. Title of the Practice: Value Based Education 2. The Context : During the period when Bihar had come to be regarded as a challenge, and it was believed that if you can achieve something in Bihar, you can do it anywhere else in India. Almost all the educational indicators in Bihar were negative. Its stagnation and drop out ratios were perhaps the highest in the country. Teaching is very poor and as a result learning outcome is very low. Students are tempted to use unfair means in examinations. Keeping in mind the objectives of starting this college and the crying need of the time to bring about a change in the teaching learning process and an effort to sustain the dropouts in the educational programmes we

provide Value Based Education. 3. Objectives: • To inculcate value in the students • To provide global competency • To give all round training that is intellectual, cultural, social, emotional, physical, aesthetic, moral and spiritual • 4. The Practice: Value based education is imparted through morning prayer, seminars on values, national festivals, religious festivals and emphasis of values in the classroom. For the achievement of our mission and goals the institution puts emphasis on the observance of punctuality, timely submission of assignments, well planned academic and non-academic schedules, records of the students related to cultural functions, educational trips, picnic, sports, debate, kavi goshthi, essay competition, quiz, poster making, close observation of students, peer feed back, continuous evaluation, seminars on topics of educational and social importance. To emphasize context, experience, action, reflection and evaluation a seminar on Integral Pedagogical Paradigm was conducted in the beginning of the session . IPP also accentuates cooperative learning, interactive learning, group learning, meaningful verbal learning and use of advance organization approach as proposed by Ausubel. 5. Obstacles faced Since we pay adequate attention to admit students from the deprived sections of the society including women, especially those from the villages, it takes some time for them to adjust with the teaching methods, modern techniques and atmosphere of the institution , which they are not used to. 6. Impact of the practice: The students from the deprived sections who otherwise would not have got an opportunity to do B.Ed. are doing well outside after their B.Ed. and most of them have gone beyond our expectations. It is true that the best students go elsewhere to work and earn more money, but there are a substantial group who return to their villages and try to change the existing situation by their own hard work and commitment. The competency of our students have been appreciated by commissioners of Kendriya Vidyalayas, Navodaya Vidyalayas Principals of Public and Private schools etc. They have greatly appreciated our value inputs in our training. In the appointments of teachers by the Bihar government, our students have been toppers in almost all the districts in the selection process. Their ability to think for themselves and ask questions, do show tremendous improvement. Their honesty and integrity and their hard work is well appreciated by the schools they join. We are sure that they will treasure the values that they imbibed at the college and make a distinctive contribution to the society in which they live. Our teachers are conscious of the institutional values which they exhibit through their behaviour and this, in turn, shape value-based behaviour in the student teachers. 7. Resources required : • more finance • more ICT resources • human resource up gradation Name of the Institution : St. Xaviers College of Education Address : Digha Ghat P.O., Patna - 800 011, Bihar Year of Accreditation : 2016 Grade awarded by NAAC : A (3rd Cycle) E-mail : sxcepatna@gmail.com Contact person for further details : Principal Website : www sxcepatna.edu.in

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.sxcepatna.edu.in/b_new/pdf/aqar_iqac/721_2018.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

For the achievement of our Vision, Mission and Goals the institution puts emphasis on the observance of punctuality, timely submission of assignments, well planned academic and non-academic schedules. Our academic and co-curricular activities are directed to make one intellectually, emotionally, spiritually and physically competent. We insist that every member of the college family works towards this objective. We are in tune with the modern

technologies in our efforts to train our students to be truly modern and fully human. We expect our graduating trainees to be well-motivated teachers who will be catalysts of social transformation. Our efforts have also been promotion of spiritual and moral values. Our college inculcates civic responsibility among students-teachers through participation in forming human chain and different awareness programmes such as plant and save trees, Mass Literacy programmes through Educational Survey Each one Teach one. We also inculcate human values among students through campaign and fund raising against Tuberculosis, Communal Harmony, helping people who are affected by natural calamities.

Provide the weblink of the institution
http://www.sxcepatna.edu.in/b_new/pdf/aqar_iqac/731_2018.pdf

8.Future Plans of Actions for Next Academic Year

- to start Ph.D. - certificate courses in Functional English and Counselling for teachers - Expansion of Building for more facilities - Research library - lift and other facilities for physically disabled - Own water tanks - more ICT enabled and air conditioned classrooms - organization of National seminars - more cabinet for students