



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		ST. XAVIER'S COLLEGE (AUTONOMOUS)
Name of the head of the Institution		Dr. Rajendra Shinde
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		02222620661
Mobile no.		9819100131
Registered Email		stxaviersmumbai2020@gmail.com
Alternate Email		principal@xaviers.edu
Address		5, Mahapalika Marg , Mumbai 400001
City/Town		Mumbai
State/UT		Maharashtra
Pincode		400001
2. Institutional Status		

Autonomous Status (Provide date of Conformant of Autonomous Status)	22-Jun-2010
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Nandita Mangalore
Phone no/Alternate Phone no.	02226620661
Mobile no.	9167488445
Registered Email	iqac.coordinator@xaviers.edu
Alternate Email	stxaviersmumbai2020@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://iqac.xaviers.edu/aqars
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4. Whether Academic Calendar prepared during the year

Yes

if yes, whether it is uploaded in the institutional website:
Weblink :

<http://xaviers.edu/main/images/notices/College%20Calendar%202018-19.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
3	A	3.63	2013	25-Oct-2013	24-Oct-2020

6. Date of Establishment of IQAC

01-Jul-2000

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
No Data Entered/Not Applicable!!!		
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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!!!				
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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 :

2

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. Conduction of workshops/Seminars for Teaching and Nonteaching: a. Workshops and Seminars were conducted for the Teaching Staff in the months of (15/03/19 and 2/04/19) b. Sessions for the NonTeaching Staff were organized on Stress Management and Team Building (14/10/18 25/04/19).

2. Documentation Centre: The space for documentation centre has been identified and an ex faculty member (Dr. Radiya Pacha-Gupta) has agreed to be the Documentation Officer and a clerical staff will also be made available very soon.

3. Feedback Analysis Administered and Analysed the general feedback about St. Xavier's College from four stakeholders viz, Students, Faculty, Parents and Alumni. The response from the parents has been good. 97% of the students have said that they would recommend Xavier's to outsiders. They have also said that the washrooms and the water facility have improved and cleanliness is good. Parents' responses to the academic, cultural and social involvement programs was very positive but they felt the washrooms needed attention

4. Introduction of new Post Graduate degree courses and career -oriented PG Diploma courses for the year 2019-20 a. Initiated the introduction of new PG courses in a number of departments. The departments were encouraged to strategize and design new PG courses and deliberate the plans with the respective Boards of studies.

5. Academic Audit Organised the Academic Audit for the year 2014-2018 and a feedback of the same was shared with all the departments.

No Files Uploaded !!!

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
No Data Entered/Not Applicable!!!	
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body	29-Sep-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

30-Sep-2018

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

St. Xaviers College (Autonomous), Mumbai has implemented MIS partially for admissions and marksheet generation. KNOWLEDGEPRO software provided by IOLITE technologies Ltd, Bangalore was implemented in the year 2017 2018 and was continued for academic year 2018 2019 also. The modules were operational only for MSc students from the previous academic year. The modules included were online applications, admissions, report generation and marks entry and marksheet generation. The inconsistencies in software design and implementation made it unsuitable for expansion to other courses and modules.

The contract with IOLITE was not renewed and another competent Vendor , SILVODEL was chosen for implementation of ERP from the year 201920. The modules to be covered would be as follows: Student application for admission. Admission Process. Application Grievance redressal. Student Attendance. Examination marks entry. Marksheet Generation. Teachers Assessment.

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
No Data Entered/Not Applicable !!!			
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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 !!!		
View File		

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
No Data Entered/Not Applicable !!!		

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 !!!		
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Each survey broadly aimed at achieving the following objectives and was administered online using Google Forms. 1. To assess the academic discipline, the effectiveness of the extracurricular and social involvement programmes 2. To determine the satisfaction level of the infrastructure on campus. 3. To garner suggestions for overall improvement of the College academic programme. The data obtained was analysed using EXCEL and SPSS and uploaded on the college website. To objectify the output of the feedback, the analysis was discussed with the college authorities and the faculty members. The college takes pride in the fact that the college facilities and the infrastructure, especially the Library, were highly appreciated by a large fraction of all the stakeholders. The college is committed to ensuring high quality standards, maintaining the charismatic heritage and utilizing modern technology to enhance the efficacy of the infrastructure on campus. Significant budget outlays will have to be enhanced and the college management has expressed their interest in sourcing sponsorship to maintain this infrastructure. The creative and innovative teaching, learning and evaluation practices employed by the teaching faculty were highly appreciated by the other three stakeholders. Faculty members of the college positively appreciated the college management for being proactive in permitting them sufficient freedom and the means to set updated and innovative syllabi and teaching, learning and evaluation methods. The management would need to continue to support the teachers in exploring diverse pedagogies using ICT and evaluations methods. The staff members can be introduced to diverse, modern, and internationally acclaimed pedagogical approaches and tools through seminars and workshops. The college authorities support the teachers in self-development by encouraging exchange programmes, participation in international and national conferences and by encouraging undergraduate and postgraduate research on campus. Faculty members are being encouraged to apply for research grants. The feedback highlighted Social Involvement Programme (SIP) as an excellent initiative of the college that fostered empathy and sensitivity amongst students. However, a large fraction of students did feel the mandated hours could be reduced. The SIP office is working to envisage methods wherein this successful endeavour can be leveraged for efficient and long-lasting social gains and making a positive impact on the students. In sync with the students and alumni, their parents too felt that their wards were receiving a complete and holistic education that helped them grow both professionally and academically. However, certain pertinent questions about online admission, drinking water availability, cleanliness and upkeep of toilet blocks have been presented to the concerned authorities for their consideration and appropriate action. This matter is already being addressed by increasing the number of water purifiers coolers. The renovation of the toilet blocks, campus painting and several other beautification steps have been earmarked to be completed before or during the next academic year.

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
No Data Entered/Not Applicable !!!				
View File				

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	3317	393	77	6	32

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	Number of smart classrooms	E-resources and techniques used
115	115	24	40	15	8
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes. The college follows a mentoring system that enables the enrichment of the student centric environment on campus. Students are assigned teachers who will guide and assist them in addressing concerns that may be academic or related in some way to their hours on campus. The mentor to mentee ratio for the year 2018-19 was 1:32. The Department of Psychology helps with mentoring for outstation students to help with adjustment to the college and the city. An induction programme is conducted by the college for First year Undergraduate and Postgraduate students to familiarise them with the following aspects: ? Introduction to the Jesuit Principles and Ethos of the Institution. ? Pedagogy ? Code of Conduct ? Examination Pattern ? Facilities within the institution ? Opportunities of overall development through various associations and programmes ? Support systems available for the students Faculty from all departments guide final year UG and PG students regarding specialization for further studies as well as career opportunities related to the respective fields. The mentoring system also serves as an opportunity for mentees to represent their grievances and mentors to address and solve them.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3710	115	1 : 32

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
130	98	15	17	55

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
2019	Dr. Avkash Jadhav	Associate Professor	Swami Vivekanand Award of Excellence for 2019, in the category of Social Work and Environmental Activism. The Award is conferred by SEVA, Youth Guild, Dakshini Kalikata Krira O Sanskriti Parishad. Affiliation with NKYS and Ministry of Sports and Yout
2019	Dr Seema Das	Associate Professor	DD Kosambi Award 2019, awarded by Collaborative Undergraduate Biology Education (CUBE), HBCSE, TIFR, Mumbai, April 2019
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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
No Data Entered/Not Applicable !!!				
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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	3638	0

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://xaviers.edu/main/index.php/syllabi-under-autonomy>

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
No Data Entered/Not Applicable !!!					
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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)

<https://igac.xaviers.edu/feedback/students>

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

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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 !!!				
No file uploaded.				

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
No Data Entered/Not Applicable !!!				
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

0.1

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
No Data Entered/Not Applicable !!!		
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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
No Data Entered/Not Applicable !!!	
View File	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
201821019083	Published	201821019083	22/06/2018
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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 !!!						
View File						

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 !!!						
View File						

3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
View File				

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)
No Data Entered/Not Applicable !!!			
View File			

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
No Data Entered/Not Applicable !!!				
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
No Data Entered/Not Applicable !!!			
View File			

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 activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
No file uploaded.				

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 !!!			
View File			

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	Duration From	Duration To	Participant
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		/research lab with contact details			
No Data Entered/Not Applicable !!!					
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 !!!			
View File			

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
88	95

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
View File	

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 partially)	Version	Year of automation
SLIM: System for Library information and Management	Partially	SLIM 21 Windows Web Enabled Version	1998

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

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 !!!			
No file uploaded.			

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	447	175	0	26	4	49	23	45	101
Added	41	33	0	0	0	0	7	220	1
Total	488	208	0	26	4	49	30	265	102

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

265 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 incurred on maintenance of physical facilities
30	34.68	20	24.54

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)

St. Xavier's College is a 150 -year old institute with a heritage building whose infrastructure and equipment are maintained by the Administrator's office. The ADMINISTRATIVE OFFICE has 8 support staff. Regular maintenance is carried out via AMCs as well as routine checks of electrical, equipment, sewage and garbage disposal and water purifiers. Electric connections are inspected every 6 months at main locations on campus. Various tasks are attended by the Admin office on a priority and/ or routine basis. In addition to these, personnel who work on contract basis also report to the Administrator. The LIBRARIAN takes care of all affairs associated with the library and coordinates with the admin office for regular upkeep of the library spaces. The library is open from 9.00 a.m. to 8.00 p.m. on all working days only. It provides print electronic resources for all academic and related activities of the students and staff, services for the retrieval and use of these resources and adequate infrastructure and spaces for their use. An online database of the books and journals is maintained and access to these is provided through five OPAC (On-line Public Access Catalogue) terminals in the library and a link on the College website. A photocopying facility exists near the reference library. The KNOWLEDGE CENTRE is situated on the first floor of the Hostel Building. It includes 5 Computer Laboratories having about 125 computers. One of the Computer Labs has a Video Conferencing facility. The Fell Gymkhana has facilities for Bodybuilding, Badminton, Table-Tennis, Carrom and Chess. The College has full-size Basketball and Volleyball Courts. The Director is assisted by other Coaches for different sports, as and when the need arises. The MULTI-MEDIA ROOMS, namely, Smith Centre for Audio-Visual Instruction (SCAVI) and the Multi-media Room (MMR) are centralized facilities for instructions and presentations for our staff and students. Booking of these

rooms along with the hall and the seminar room are done through a link on the website. The CAMPUS HOSTEL can accommodate 75 male students. The Hostel Mess serves subsidized meals and refreshments to hostelites and guests. Solar panels located on the hostel terrace are used for hot water generation. The College Principal is the overall in-charge of the College Hostel with senior faculty/Jesuit as warden/assistant warden. Basic 'First-Aid' is available with the College General Office (CGO) and the Administrator's Office. The CGO personnel will facilitate the calling of a doctor in case of an emergency or the shifting of the concerned person to either G.T. Hospital or Bombay Hospital. A stretcher and wheelchair are available with the Gate-Security. There are three wheelchairs on campus. The College also has an Infirmary for those staff/ students who fall sick while on Campus. Campus security is outsourced to Tiger Security. The management of security personnel is directly handled by the Treasurer's office.

<http://xaviers.edu/main/index.php/policies>

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
No Data Entered/Not Applicable !!!			
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
No Data Entered/Not Applicable !!!			
View File			

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 passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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
3	3	12

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations	Number of students	Number of students placed	Name of organizations	Number of students	Number of students placed

visited	participated		visited	participated	
No Data Entered/Not Applicable !!!					
View File					

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
No Data Entered/Not Applicable !!!					
View File					

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	5
GATE	9
GRE	2
TOFEL	2
Any Other	2
No file uploaded.	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

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)

The St. Xavier's College Student Council comprises of General Secretary, Treasurer along with representatives from BA., BSc., BCom., BSc.IT., BMM, BMS, M.A., M.Sc., Sports, WDC, Cultural Secretary and two lady representatives (nominated by the Principal). It serves as a link between the students and the college management. ACTIVITIES OF STUDENT COUNCIL (SC) ? ADMINISTRATIVE: The SC by its representation on key committees plays an important role in helping college management provide better facilities and academic environment to its stakeholders. i. IQAC: As part of this committee, SC takes feedback from all the college students about available facilities, social environment, and academics through its class representatives. At The same time, suggestions for betterment of These activities are also sought. ii. Infrastructure Committee: As part of this committee, SC draws the attention of the college administration

to hitherto unaddressed needs of the student community. In The past, it had been instrumental in managing a stationary shop on campus in the student council office itself. Due to the initiative taken up by SC, sanitary napkin vending machine has been installed in the girls' washroom on the ground floor.

iii. Grievance cell: A Grievance Box placed outside SC office is used to collect student complaints/suggestions regarding life on the campus. Such notes or emails are reported to The Principal. iv. Discipline Committee: As part of this committee, SC members help in maintaining general discipline amongst students in the form of wearing I-cards, reporting any case of substance abuse, ragging, maintaining dress-code etc. at all times while on campus. v.

Cleanliness Committee: As part of this committee, SC conducts various cleanliness awareness drives, takes regular rounds around campus - specially canteen area, getting proper labelling done on waste-bins, ensuring that each student is responsible for proper disposal of leftover food items and plates.

In case of non-compliance, they report the matter to The Principal. ?

ACADEMICS: Each department nominates one student to its Board of Studies, where he/she gives feedback on the courses and conveys modifications, if any,

suggested by the respective class. ? ORGANISATION OF VARIOUS STUDENT

ACTIVITIES: i. It conducts awareness and facilitation camps for e.g. The Aadhar, and PAN Identity cards were made for students with the help of concerned agencies under the supervision of Dr. Aditi Sawant (Dept of Economics) ii.

The council along with Extra-curricular committee is associated with organising events for the college such as College Day, Teacher's Day programme, Traditional day, TY Farewell, Graduation Ceremony along with many other college events.

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) :

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

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)

At SXC, the decentralized nature of decision making is ensured by the diverse boards and committees, each of which provides an impetus towards college development. While some of these committees/boards are perennial, such as the exam committee, others are need based and disbanded after the task is completed, e.g the Committee for the celebration of the sesquicentennial year of the college. CASE STUDY 1: The College Sesquicentennial Celebrations The college was established on the 2nd of January 1869. The sesquicentennial or 150th jubilee celebrations took place from 29th December 2018 to 7th December 2019. The planning and implementation of the jubilee events are a good example of how the institution practices the values of decentralization. The Academic Vice-Principal was assigned the role of "Coordinator of the Jubilee Year", and

entrusted with the task of planning jubilee events right through the year. A meeting involving college staff (retired and current) was convened, and various committees were set up to organize each event. These committees and sub-committees negotiated with various stakeholders in order to ensure the success of each event. The office of the Xavier's Development Programme (XDP) was entrusted with the task of coordinating these events. An inaugural press conference featuring distinguished alumni was held on 4th August 2018. Prominent alumni were invited to creatively design the jubilee logo and theme, and to help in the organisation of some of the events. Retired staff members helped to contact their students in order to get them involved in the anniversary. Present staff members in charge of committees organised meetings outside their teaching hours, assigning tasks to sub-committee members comprising of staff, students and alumni. Students contributed by helping out with logistics and tech-related work. They also voluntarily helped in raising funds for different events, supported by the staff.

CASE STUDY 2: Exam committee The Exam committee is another example of decentralization. Initially the committee consisted of a Controller of examinations and a team of faculty with support administrative staff. This committee was responsible for the conduction of all examinations on campus all through the year. The system was modified to create three committees, one for each of the three tests/exams Internal (CIA), End Semester and Additional. Each subcommittee is a stand-alone one, with its own Conveners and team which comprises faculty from senior to mid-level and non-teaching staff. Regular committee meetings are convened by the respective conveners that include participation by The Principal, The Controller of Examination and his team, and all members of the respective examination committee. Further decentralization of decision making is managed by instituting a separate committee to handle the use of unfair means during examinations. All three examination committees report malpractices and submit associated evidence to this committee, that then decides on a case-by-case basis. In an internal example of decentralization, the conduct of the second CIA examination (CIA-2) is handled by individual departments.

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
Curriculum Development	In line with the college policy of inclusion all students are encouraged to explore avenues of equitable access to education through technology by recommending that students sign up for Swayam. Retention of industry experts into the Board of Studies ensures that our syllabi contain deliverables that have tangible and viable economic outcomes for the students. Research projects introduced at the UG level in most programs as part of the internal/external evaluation ensures the writing of dissertations with an active engagement with primary/secondary research to enable them to construct epistemologies in their chosen disciplines.

<p>Teaching and Learning</p>	<p>Experimenting with the idea of flipped classrooms by engaging students through Google Classroom- Some professors have started uploading assignments and learning material online and also are contextualising assignments by making them about information and processing in the virtual world. Increasing experiential learning through field visits/work and industrial visits for some courses with detailed reports/term papers contributing 20-40 of the total assessment - thus making the connect between praxis and Theory a mandatory concern of academic integration. Some faculty have used Jigsaw - Kagan, a cooperative peer learning technique and a peer-to-peer data and knowledge exchange technique. Increasing experiential learning through field visits/work and industrial visits for some courses with detailed reports/term papers contributing 20-40 of the total assessment - thus making the connect between praxis and Theory a mandatory concern of academic integration. We have also incorporated Jigsaw - Kagan, a cooperative peer learning technique and a peer-to-peer data and knowledge exchange technique.</p>
<p>Examination and Evaluation</p>	<p>Movement from a four-point to a ten-point scale for the CGPA from 2018-19 for students of the First Year Undergraduate/Postgraduate programmes. Separate committees for end semester, internal and additional examinations. Transparency of evaluation: Third Year end semester answer papers subjected to a double-blind assessment by an external college/university. The scores are then averaged. Solutions to numerical in question papers are submitted with the manuscript and are made available with model answers to examiners/moderators during assessment and to students while displaying the papers or for reference in case of doubts concerning the assessment of their papers.</p>
<p>Research and Development</p>	<p>The college research journal named Xplore (ISSN: 2249 - 1878) has been registered under UGC-CARE list of journals. Faculty are encouraged to publish their work/the work of students under their research guidance, in the journal. An Institutional Bio-Safety Committee (IBS) was created to review</p>

all research proposals from the biological sciences that involve organisms/animals that fall under its purview. Norms have been laid down for conduction of field work in Geology with PPE (person protection equipment) mandatory for all field -based experimentation for students and faculty alike. The library received 1948 books and 127 Journals/magazines over the year.

Library, ICT and Physical Infrastructure / Instrumentation

The library saw an expansion of print, non-print media and the computerized database of books. Subscription to Web-OPAC, N-LIST facility and The Digitalization of rare/old/ valuable books (Botany department, Heras, General library) and herbarium specimens (Blatter Herbarium) was continued. Shelf reading of books using Inventory Assistant (IA) was done for the first time in the Lending Library. Old PCs were replaced by 4 new computers in the Reference Library under the RUSA grant and a Samsung LED 49" TV was purchased with the help of a donation. A computer laboratory was set up for Statistics practical.

Human Resource Management

Six seminars were held for the faculty on various aspects of pedagogy and documentation, three of which were to introduce new teachers to the ethos of the college, to train them to engage with students and to expose them to prevailing teaching-learning and evaluation techniques. Participation in Capacity building seminars (internal/external) was facilitated for faculty. Motivational seminars and a group outing for the non-teaching staff to foster a sense of community with the rest of the college. Felicitation of retired staff and supporting them by re-employing some of them to aid in the administration of college Participation in Capacity building seminars (internal/external) was facilitated for faculty. Motivational seminars and a group outing for the non-teaching staff to foster a sense of community with the rest of the college. Felicitation of retired staff and supporting Them by reemploying some of Them to aid in the administration of college.

Industry Interaction / Collaboration

Encouragement of consultancies and industrial tie-ups through research projects and by facilitating

internships for students who work for a period of 2-3 months/a semester as research assistants/part-time fellows or interns with various organisations in fields linked to Their academic specialisations or career choices. For e.g. in research institutes, museum internships, development sector think tanks, etc. We also provide opportunities for students to interact with industry by inviting specialists as guest speakers, organising career fairs and for special sessions and workshops as co-curricular programmes.

Admission of Students

- There is an Online registration for BA, BSc, BMM, BMS, BSc.IT.
- The ERP was introduced for PG admission
- Entrance tests are conducted for BMM, BMS.
- Admission to the other courses of college (without entrance test) solely based on merit.
- The college exercises Minority privilege and the balance 50 follows the state Reservation policy.

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

E-governace area	Details
<p>Planning and Development</p>	<p>A Google calendar based academic calendar is being used for planning the academic year. Meeting intimations for The Academic Council, CDC, B.O.S etc are circulated through email in addition to the hard copy.</p>
<p>Administration</p>	<p>Implementation of different strategies to reduce paper trails. . Notices/Information is sent to the faculty via institutional email (@xaviers.edu#) by the management . An online Google Calendar^ is used to record events conducted by departments or participation and achievement of students and staff in various activities. . Attendance of staff is obtained by Biometric mode. Leave tracking and application for teaching staff has been made online using leave management software developed in-house. Staff can log in and view Their monthly attendance. . Administrative office is computerized. . A Google calendar based room booking system has been developed for online booking of common facilities such as The Multimedia Room, SCAVI, and College Hall. . IQAC, academic committees, and many Departments have started using Google facilities such as Google Forms: - Obtaining feedback of</p>

	students, parents, teaching staff, conference/seminar participants etc. . Encouragement of the usage of Google Drive and Google Docs as a repository and for collaborative work/report construction etc. KEY #: Maintained by Knowledge Centre ^: IT faculty member: Mr. Subash Kumar
Finance and Accounts	The Accounts section (Treasurer's Office) uses software such as Tally ERP 9.0 and Microsoft Excel-2010 to maintain college accounts in a systematic manner. Salary and Tax calculation for the staff is done on a FoxPro based module. The Salary Slips for the teaching staff is delivered directly to their email id immediately on disbursement of salary.
Student Admission and Support	The admission process is completely done using the online portal#. Students can access their attendance records online on the college website^^. Final Year graduate students can access their mark sheets online. KEY: # : Vendor: Silvodel, Contact Person Mr. Lennox Baptista ^^: Developed by: Mr. Subash Kumar, Assistant Prof. and Mr Tejas More, Assistant Prof
Examination	Examination Schedules, Seating Arrangements and other details of examinations are displayed on the website. A cloud base Software programme# has been developed for Entry of marks and Attendance. The programme also holds various details of the students and tracks Their academic performance throughout the years as students in the college. KEY # : Vendor: Silvodel, Contact Person Mr. Lennox Baptista

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
No Data Entered/Not Applicable !!!				
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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	Title of the administrative	From date	To Date	Number of participants	Number of participants
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	development programme organised for teaching staff	training programme organised for non-teaching staff			(Teaching staff)	(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
No Data Entered/Not Applicable !!!				
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
98	115	128	143

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>College management ensures timely payment of monthly salaries of teaching staff irrespective of the salary grant released by the state government. Other facilitations include the following: EPF, Book grant for individual teachers, Wednesday tea for all in the staff common room, Ex-gratia refreshments during committee meetings and examination work, Counselling Services, Interest free Loans, 24/7 Free Internet facilities, Fee concession for staff pursuing PhD within college.</p>	<p>College management ensures timely payment of monthly salaries of non-teaching staff irrespective of the salary grant released by the state government. Other facilitations include the following: EPF, Fifty percent reimbursement of Mediclaim premium amount, interest free loan, advances against salary, festival advances on request, Child education support of Rupees 1000 per child for 2 children from Jr. K.G. to Graduation.</p>	<p>Insurance, Scholarships (Government and Management)</p>

6.4 – Financial Management and Resource Mobilization

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

INTERNAL AUDITS are conducted on an ongoing basis by The Bursar of The Parent Trust, and the data is collated in preparation for the statutory audit. Two formal internal reviews per year are part of this process. The audit examines the revenues generated in terms of fees, grants, donations, rents from the use of space, etc, as against the expenses incurred and the assets purchased or

written off. It also ensures the timely preparation of the budgets for the different units and reviews the variances that have occurred during the time of inspection, which is twice a year. EXTERNAL AUDIT - The college is registered under The Maharashtra Public Trust Act, 1950, and conducts a statutory external audit by Chottalal H. Shah and Company. A verification of the bank and fee reconciliation statements are made, along with the utilization of grants received. Expenses incurred on infrastructure improvement are verified against quotations invited and resolutions passed. A physical verification of the assets declared is conducted during the audit The Financial Audit (internal audit) was completed on the 25th of Jan 2020. The Statutory financial audit for the accounting year ending 31st Mar 2019 was completed in Sept 2019, and the returns duly filed.

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 !!!		
View File		

6.4.3 – Total corpus fund generated

8312002

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	Peer team consisting of senior academics from prestigious universities/colleges in Maharashtra. (Ex Vice Chancellor, Principal, Vice-Principal)	No	
Administrative	No		No	

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

Parent-Teacher interactions are organized at least twice a year, however there is no official Parent-Teacher Association.

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

Some support staff members were provided First Aid Training through a certificate programme conducted by St John Ambulance Association Maharashtra State Centre.
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

? Applying for RUSA grant ? Planning for New Program-Diploma ? Planning for Space expansion ? Inclusion of additional departments under DBT STAR (Mathematics)
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6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
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
2019	A seminar cum workshop on Inculcating a Culture of Pedagogic Research - Informed Teaching Practice"	20/02/2019	20/02/2019	20/02/2019	30
2019	Seminar on The role of The University in a changing world conducted by Prof. Gerald Pillay, Vice-Chancellor, Liverpool Hope University	20/12/2019	20/12/2019	20/12/2019	20
2019	A seminar cum workshop on Feedback of The Peer team on The Academic audit and Orientation to NAAC Documentation	15/03/2019	15/03/2019	15/03/2019	90
2019	A seminar cum workshop on "Analysis of student feedback, Conduction of faculty feedback and Planning for 2019-2020"	27/04/2019	27/04/2019	27/04/2019	90

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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
Gender sensitization- "Navigating the Social Media in a Responsible Manner" - One day Seminar	26/02/2019	26/02/2019	336	125

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

Existing Solar panels which were installed to provide electricity to lecture rooms, the Reference library and the Hall are currently under maintenance.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	67
Provision for lift	Yes	67
Ramp/Rails	Yes	1
Braille Software/facilities	Yes	17
Rest Rooms	Yes	67
Scribes for examination	Yes	21
Special skill development for differently abled students	Yes	67
Any other similar facility	Yes	20

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
No Data Entered/Not Applicable !!!							

[View File](#)

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
College Handbook (General Rules and Quality Mechanisms)	15/06/2018	The college Handbook comprises of the general rules and quality mechanisms to be followed by the students . The code of conduct for faculty to be followed is as per Maharashtra Public Universities Act, 2016 (Mah. Act No. VI of 2017), College Conducts Courses for the promotion of Human Values and Professional Ethics for The Undergraduate Students

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
View File			

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

? Multi-Laminated Packaging (MLP) segregation was initiated in College in association with Safai Bank of India. ? Survey of dry waste collection from MCGM wards and assessment of awareness among citizens of dry waste collection. ? Small projects related to Sanjay Gandhi National Park under the guidance of Dr. Sunetro Ghosal ? Interactive sessions were conducted for students to initiate dialogues on various environmental issues. A few of Them are listed here: o Mumbai’s changing image from the satellite view by Dr. Hrishikesh Samant o Cosmic Cycles and our Debt towards Mother Earth by Dr. Radha Kumar o Lecture by Mr Abhijeet Chawan, Member Bombay Tree Authority o Making compost in your kitchen by Environmentalist Mr. Joseph Fernandes ? Workshop by Environmentalist Ms Arundhati Mhatre to build easy nests for birds ? Participation of students in The Swachh Bharat Abhiyan organised by Indian Railways at CST Station ? Segregation of wet and dry waste ? The segregation of waste into recyclable and non- recyclable, a compost pit for raw vegetable waste and bio- composting plant for Kitchen waste ? A bode well for non-potable water for the use in toilets and gardens to reduce consumption of municipal potable water, rainwater harvesting to replenish and improve the quality of the well water ? Opting for electronic ballast and LED bulbs ? Styrofoam /single-use plastic cups and plates not permitted in the canteen ? Students are encouraged to carry personal reusable cutlery on college field work/camps.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

PRACTICE I: HONORS PROGRAMME 1. Title of the Practice: Honors Programme (Hub System) Interdisciplinary Programme for advanced Learners – Undergraduates 2. Goals of the practice: The Honours Programme is intended to complement the curricular courses, broaden, and deepen the education of the student both in terms of academic excellence and social relevance. The objectives of the programme are: • To create a premise for advanced learners to accentuate their potential in curricular aspects. • To offer an opportunity for

multidisciplinary learning and research • To promote creative and critical thinking skills among the learners to help their quest for innovative solutions to problems. • To assist learners to recognize their strengths, and individuality, and refine their skills for making meaningful contributions to society. 3. The Context and Process: The programme is organized under a Hub System. The various departments organizing the activities are segregated into three Hubs namely, Biological Sciences Hub, Physical Sciences Hub and Lingua-Humanities Hub. The activities are designed and conducted by each department for every Hub. The student follows the registration process as mentioned below and participates in the activity. The Enrolment/ Registration Process: Students are expected to register into one of the Hubs for the programme in the beginning of the academic year during the allotted schedule with an enrolment fee of Rs 700/-. Criteria for Enrolment : • FY -UG Students: 70 in the last qualifying examination (HSC/ISC/CBSE/ Other) • SY and TY UG students: CGPA- 3.00/4.00 and 7.00/10.00 at the SY and TY level. • Students with less than 75 attendance/ ATKT / Term not granted (TNG) are not eligible for the programme.

4. The Practice: The list of activities for the year under each Hub is displayed for the students at the beginning of the enrolment schedule. After enrolment, the student has to register for individual activities under the respective Hub with the Activity Coordinator. Each student has to complete 5 credits from the registered Hub and 2 transfer credits from any other Hub or association or group participating in the Honours programme, acquired over three years , with a minimum of 2 credits per year. Each credit is equivalent to 15 hours of academic work. The student will qualify for the Honours Certificate only on completion of 7 credits along with attendance and other eligibility criteria mentioned in the enrolment process. Registrations of the students for the year 2018-2019 were held between 1st August 2018 to 10th August 2018. A total of 58 activities were conducted across the three Hubs and other participating groups. These programmes were conducted by the faculty having their expertise in that area or by an external resource from the field.

5. Evidence of Success: Total number of registrations across the three Hubs and three UG years of admission (FY, SY, TY) for the year 2018-19 was 672. The graduating batch of 2018-19 was the first batch to complete the programme under the HUB SYSTEM. The Honours certificate was awarded only to those students who had completed all the credits (52) and attendance criteria. Total Number of TY Students who received the Honours Certificate in 2018-19 were 103 across the three Hubs. 6. Challenges Faced: • Time constraints for students particularly for the B.Sc. students due to increased academic activities under the autonomous system. • Collation of Data across the HUBS of the participating students for final credit calculations and certification. 7. Resources

Required: An executive assistant was appointed as the Administrative Coordinator - Honours Programme for record-keeping and data management PRACTICE

II: INTERNATIONAL PROGRAMMES: Title of the Practice: Internationalization of Education as a Best Practice of the institution through the Council for International Programs 1. The Objectives: a. To create a campus that manifests local and global diversity. b. To offer short term International exchange programs that will enable students to experience language, culture, and history of another country. c. To provide scope for scholarships to outstanding third-semester undergraduate students currently enrolled in our courses either through transfer-credit programs in the 4th semester or long-term exchange programs. d. To facilitate faculty exchange and enrichment programs. 2. The Context: International Programmes has identified leadership potential in its participants and provided them with avenues to hone their leadership skills. In encompassing everyone, International Programmes have provided life-experiences to students from disadvantaged backgrounds through scholarship programmes. Its holistic nature helps students from within and outside India to reap rich benefits from the programme. The inherited legacy of this great institution has continued in 2018-2019 too. The Process: • Process of Student Exchange: The

process of selecting students for the various exchange programs is as follows:

a) Advertisements are displayed on the Notice Boards and the telescreen.

Applications are called for by a certain deadline. Interview dates are set immediately after the deadline. b) Eligibility o CGPA of 3 • A valid passport • Clearance in all exams so far and adequate attendance (75 and above) • SY and TY students c) Requirements - Interested students have to submit the following - • Statement of Purpose and CV • Marksheets d) Interviews are conducted by a panel of three faculty from the college for summer programs, anyone can apply and go. • Process of Faculty Exchange: The faculty are encouraged to connect with corresponding departments and counterparts from partnering Universities to foster exchange and collaborations. The faculty are also sent abroad for various short-term programmes based on the discretion of the Principal 3. Evidence of Success: Thirty-one students participated in different programmes in the year 2018-19 Short Term Programs: University of California, Berkeley From 27 May - 5 July (2019), 12 of our students (Arts, BMM and BMS faculties) participated in the Summer School organized by the University of California, Berkeley. In June 2019, eight students from the University of Berkeley spent six weeks in Mumbai. From 2 September - 15 December 2018, 16 students from University of California Education Abroad Program (UCEAP) participated in the India Studies Program University of Oxford: Swagat Siby, a TYBA History (major) student was the recipient of the prestigious Betty and Donald Keating Scholarship for the Visiting Student Programme at the St. Catherine's College, in the University of Oxford from 24 April - 26 June 2019. University of Stuttgart From 25 May - 2 June 2019, three of our students participated in the online course called In Conversation with Globalization along with students from University of Stuttgart, Germany and Stellenbosch University, South Africa. In January 2019, Dr Wolfgang Holtkamp from the University of Stuttgart had come to Mumbai along with his students and tutor Jonathan Leutwyler. University of Sydney From 7 January - 15 February 2019, 15 students from the University of Sydney attended a course called India Past and Present: Art, History and Culture of India. University of Soka From 4 -15 February 2019, seven students from Soka University visited St. Xavier's to participate in the Intensive English language course conducted by the Language Lab. Harvard College in Asia Programme Nine Exchange students participated in the Harvard College in Asia Programme (HCAP). The annual conference on the theme "Global Leadership in the 21st Century: Empowering Education." was organised at Harvard for the Asian delegates from 20 -27 January 2019 and from 16 - 24 March 2019, at St. Xavier's College for the Harvard delegates. Long Term Programs: Students from IESEG School of Management, France, Sciences Po, France and Comillas, Spain spent two semesters in St. Xavier's, while students from EM Normandie, France, Saint Louis University, USA and Soka University, Japan spent one semester in Xavier's. Six Xavierites spent two semesters in 'Sciences Po' as part of the exchange program. Further, six of our students from the Arts, BMM and BMS spent their fourth semester in the School of Oriental and African Studies (SOAS), University of London. These students were recipients of the Erasmus (plus) scholarships too. Faculty Exchange: Dr Analisa Packham from the University of Miami, USA completed two weeks of Faculty exchange program by delivering research-based lectures in the Department of Economics, SXC in January 2019. As a reciprocal visit, Dr Aditi Sawant completed two weeks' Faculty exchange programme with Farmers School of Business, Miami University, Oxford, Ohio. Dr Sawant gave lectures to students in both Economics and Finance. Dr Gerard John Pillay, Vice-Chancellor and Rector of Liverpool Hope University visited Xavier's in February 2019 and conducted a seminar entitled "The role of the University in a changing world." As a reciprocal visit, Dr Rajendra D. Shinde, Principal visited Liverpool Hope University, Liverpool, UK in July 2019. 4. Problems Encountered and Resources Required: • Incoming students might experience cultural shock. We have initiated a buddy program through student-support groups to help the incoming exchange students. • To

overcome the financial restrictions and encourage more student participation, scholarships and sponsorship should be facilitated.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://iqac.xaviers.edu/best-practices/2018-19>

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

Among the many areas that the college promotes in its vision and mission, inclusive education is of special concern to us. • Inclusive Campus Focus: In order to ensure that any sort of physical/financial handicap does not come in the way of learning, SXC has revamped its brick-and-mortar infrastructure .The three cases in point are the Commerce Section of the College that operates in the evening to allow financially weaker student to earn-and-learn, the XRCVC, and the Student Inclusion Cell in College, initiated to expand the 360 -degree approach to Inclusion on campus . The college too has adapted its examination modalities for such students. • XRCVC: The Xavier’s Resource Centre for the Visually Challenged (XRCVC) - resource centre for students with disabilities on campus has always strived to bring in the best inclusive education practises on campus but also be a leader at the national level in the field of inclusion and access for persons with disabilities. XRCVC in sync with the College ethos of community outreach, research and education-industry linkages has panned across providing inclusive education services to over 110 in house students with disabilities (Across the 21 disability types), training services to persons with disabilities across the country, awareness trainings for diverse stakeholders, teacher trainings and inclusive education research and dissemination. Through the academic year 2018-19 , XRCVC has reached out to a total of 5311 beneficiaries. Along with 110 students from St. Xavier’s College, 661 persons with disabilities underwent various training programs at the XRCVC (Non-Xavierite). Around 3790 people across various stakeholder groups such as corporates, doctors, students among others were reached out to through various awareness programs. 402 people attended the reading without seeing workshops- a curated program to help spread awareness on assistive technologies across rural as also semi urban areas. Further 348 persons underwent the various stakeholder training programs for accessible content creation and inclusive education aimed at teachers, special educators, teacher training and people interested in building inclusive education services. The XRCVC has also been a leading advocate for Inclusion and regularly engages with the government machinery to build systemic level changes for inclusion. During this academic year the XRCVC took a stride further in some key areas like: XRCVC Flagship event, ‘Antarchakshu’ - The Eye Within: This year the awareness module was built into an expanded 5 module course titled Diversity Discourse, that can be delivered within educational institutions. The centre started offering this course to the Xavier’s Institute of Communication students this year. Initiated the process of building an Inclusive University Alliance across key higher education institutes to harness collective strength for inclusive education in higher education Actively working at curating and documenting a Special Skills Training Curriculum framework that is envisaged to bridge the much- needed gap in efficient delivery of special skill training to persons with disabilities. In recognition of its initiatives, St. Xavier’s College received the Nipman Foundation - Microsoft Equal Opportunity Awards 2018 in the category ‘Enabler - Inclusive Schools’.

Provide the weblink of the institution

<https://iqac.xaviers.edu/naac/institutional-distinctiveness>

8.Future Plans of Actions for Next Academic Year

The plans of The College for the academic year 2019-2020 are: a) Launching of additional Post-Graduate (PG) Degree programmes: As research from PG degree courses is The hall- mark of excellent academic institutions, The College has readied The requisite infrastructure to conduct: M.Sc. in Big Data Analytics, MSc Physics (Astrophysics) and MA Psychology (Life Span Counselling). b) Commencing Post-Graduate (PG) Diploma Courses: To augment higher learning skills, beyond the regular curriculum, The College will be starting Diploma courses in: Bioinformatics, Expressive Arts Therapy and Counselling. c) Starting a Certificate Course: To support learning across all ages and stages of learning, The College will be starting a Certificate Course in Applied Philosophy and Professional Ethics. To increase this Course's accessibility, lectures will be held on weekends. d) Developing an Innovation and Skill Hub: To advocate continuous and appropriate changes for sustainable growth, The College intends to setup an Innovation Hub for incubating novel and testable ideas. Again, to better the skill quotient, The College will be starting a Skill Hub that will offer up-to-date skill training in The fields of Artificial Intelligence, Machine Learning, general Computer Skills, Marketing and Communication. e) Introducing and universalising ERP across all examinations: To improve the accuracy and standardisation of the evaluation of students' performances at the various exams per semester, The College intends to invest in appropriate cyber technologies. This would make conducting and (instantaneously) evaluating internal tests through smart phones and even beyond the classroom hours and space. f) Step-Wise Automation of Administrative Services: To enhance The administrative service delivery mechanism, The College intends to gradually shift to The online mode for delivering various official documents (e.g., Bonafide Certificates and Transcripts), Notices (Government, University and College itself), Leave Requests (CLs, Duty Leaves, etc), Salary Slips, Auditorium bookings and even examination results (consolidated and individual). g) Conducting Academic and Administrative Audits of The College: By getting authorised agencies to conduct an audit of The College on These fronts, The College will be able to objectively evaluate itself and use the analysis to address its limitations and build upon its strengths. h) Organizing an international seminar: Plan an international seminar DISHA sometime in February 2020 using funds from RUSA. Dr. Vasudha Kamat could be invited as a Resource Person. i) Celebrating The Sesquicentennial Year of The College: Through various events to celebrate The 150 years of its existence, The College hopes to revitalise its Alumni connection, inculcate in students a sense of pride and belonging and inform The general community about its vision and commitment to helping The country achieve its objective of being a developed and fair economy. An Alumni Dinner, a Seminar on Business, a Conference on Jesuit contributions to higher education in India with emphasis on Mumbai and a Heritage Treasure Hunt are some of the events planned. With this celebration, The College hopes to actualise its Vision-Mission aspirations of Inclusion, Innovation, and Integration.