



**ST. XAVIER'S COLLEGE**  
(AUTONOMOUS)  
5, Mahapalika Marg, Mumbai - 400 001,  
INDIA.  
☎ 2262 0661/65

**ACTION TAKEN REPORT 2016-17**

1. ERP: our Committee is working on it right now. It has a lot of scope. The students and staff records will have to be digitized. It could be outsourced in 5-year blocks.
2. Jubilee Celebrations: After a lot of discussion the comments are:
  - We need to keep in mind the objectives of this celebration and work on it.
  - We need to categorize and prioritize suggestions / plans.
  - The aim of the entire event has to be looked at. An estimate has to be prepared of the expenses. A detailed report will have to be prepared on internal and external reforms of this event and the source of generating the funds has to be decided. The fund raising for this event is a major part that we need to look into. The Principal said that we have to get permission from the Collector if we have to conduct any events to raise funds, since we do not have permission to use this space for commercial purposes.
  - A lot of emphasis has to be given to the internal reforms. We need to look at the infrastructure, canteen and the classrooms. The Infrastructure Committee can be asked to look into the matters related to infrastructure.
  - Dr. Nandita and Dr. Vivien can come together as a team and look at the requirements internally and externally. All the categories should be decided and handed over by first week of September. The crystallization of the process should be done by the first week of October. Lots of plans and suggestions were prepared in the report. We need to have an action plan set up for this event. The Jesuit Body should be in picture. We need to take it forward in a viable way.
3. DISHA – I: The topic of this Seminar is ‘Application and Evaluation of Disruptive Technology and Innovative Methods in Education’, initially to be organized on 10 and 11th February 2017 which got shifted to March, 10th and 11th. We need to have a sponsor for this Seminar.

This did not materialize, instead we had a ‘staff development programme’- a day long faculty seminar on the 10th of March 2017 which was called ‘Adapt to Change’.

Disha can then be organised as a national programme in the next academic year 2017-18, probably June/July.
4. Examinations: The system of Double Blind will continue to be as it is for the current academic year. It was proposed to have a meeting of all the Senior College Staff in the last week of April to discuss on this issue and if a change is recommended will take place in the next academic year.



Grids for assessment of CIAs were reviewed by a few departments and were modified to the requirements.

5. Honours course nomenclature changed to “Quest for Excellence” which would be applicable for the first-year undergraduate students enrolled in 2016-17.

6. Documentation: An attempt was made to initiate a system for documentation by getting minutes of Department and Committee meetings and reports of performances of departments and committees including Field trips and Industrial visits in a centralized manner.

7. Female Security: There is a need to employ a female security person in the campus. This request had been made at the beginning of the academic year. There were negotiations in progress with the concerned Agency. It was suggested that we need to send a representation to the Rector to discuss these matters.

8. Review of Autonomy: The suggested dates for the Review Committee visit are 19th & 20th April 2017. They will be meeting the Principal, Staff and Students. The departments will have to prepare for the Review wherein they are required to highlight the impact of Autonomy on Teaching – Learning systems.

