



ST. XAVIER'S COLLEGE
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IQAC REPORT 2018-19

Introduction

Due the intensive planning for the sesquicentennial year celebration, the Vice Principal (academics) who was the director of IQAC and coordinator of the sesquicentennial year celebration requested to be relieved of the duty of IQAC coordinator. Dr. Nandita Mangalore was appointed the new IQAC coordinator in November 2018. The IQAC met on 18th Jan 2019 to review the semester gone by and plan for the upcoming NAAC. A second meeting originally scheduled for April had to be rescheduled and finally cancelled due to non-availability of the faculty to attend the meeting due to a call for election duty and training.

The year began with the three-day graduation ceremony held from 21st to 23rd June 2018, for 1200 UG and PG students from the Arts and Science streams. Mr. Julio Ribeiro, Mrs. Smruti Kopikar and Mr. Gautam Patel were the chief guests for the three days respectively. An orientation to college for the new entrants was held on 20th July for the first year UG students and 26th July for the PG students. The commerce section also held their Orientation programme at the end of July. The theme for the year was 'Innovations for Community Gain'.

New courses/programmes:

This year, The Department of Statistics has offered skill based and value added 3-month Certificate Course for third year students of our college on Machine Learning(ML) and Artificial Intelligence(AI)

A Diploma in AIC and Heritage was approved for commencement from 2018-19, however it was deferred for a year for commencement from 2019-2020

Capacity Building/HRD activities:

The IQAC initiated several Capacity Building Programmes at SXC for the Staff. These included special sessions for the new teachers and some seminars for the entire faculty.

- 20th July, 2018 - A seminar for new teachers on 'Knowledge Sharing in Xavier's' conducted by Fr. Keith D'Souza S.J., Dr. S. Annapurna and Ms. Vaishali Mohoni



- 27th September, 2018 - The sessions in the seminar involved (i) Setting MCQs by Dr. Nandita Mangalore, (ii) 'Enjoying being a Xavier's Teacher - Keeping yourself in peak form' by Fr. Francis de Melo, S.J.
- 15th March 2019 - The IQAC team held a seminar cum workshop for the Teaching Staff to apprise them on the feedback and recommendations of the peer team that came in for the Academic audit in Feb 2019 and to explain the steps we would need to take to enhance quality and documentation
- 23rd April, 2019 - A seminar cum workshop on (i) 'Evaluation of the year and assessment of question papers' by Mr. Marazban Kotwal and Dr. Ashma Aggarwal and (ii) 'Inclusive Education at Xavier's' by Ms. Neha Trivedi
- 27th April, 2019 - The IQAC team held a seminar cum workshop for the Teaching Staff to present the analysis of the student feedback (Dr. Annapurna), administer an online feedback questionnaire and plan (academic calendar, NAAC documentation etc.) and prepare for the year ahead
- Sessions were organized on Stress Management and Team Building (14/10/18; 25/04/19). for the Non-Teaching Staff

Initiatives and Updates

There was an increase in the application of e governance in administration as is seen by the Usage of institutional email (@xaviers.edu) by the Principal and other office bearers for sending notices and information ; Online Leave tracking and application for teaching staff using software developed in-house; Google calendar based room booking system developed for online booking of common facilities such as the Multimedia Room, SCAVI, and College Hall and Usage of Google forms to Obtain feedback from students/ parents/alumni/ teaching staff or participants in a conference/seminar etc.

The Student Inclusion Cell (under the supervision of Ms. Neha Trivedi from XRCVC) held its 2-day programme called Mosaic 2019. This event aimed at promoting inclusion and accessibility among students in the campus. The 1st day was a Fun Fair of Food and Games organised by teams of students with and without disabilities with the most diverse and most popular teams winning awards. On this 2nd day a Treasure Hunt with an accessibility theme was held. This was followed by an interactive session by accessibility expert Ms Parul Kumtha to help students understand concepts of Accessible Infrastructure and Accessibility on Campus

On behalf of XRCVC, Ms Neha Trivedi conducted an 'I For Inclusion' programme for around 50 B.Ed. students of Thakur Shyamnarayan College of Education & Research as part of their Inclusive School Course.

Publications, Projects and Patents:

One patent was filed by Dr. Rajendra Shinde and Dr. Kalpit Mhatre on 'A Herbal Composition or Decoction for the Management of Abnormal Menstruation'; Eighteen papers were published in



national / international journals, some of which were UGC notified and Ten projects were sanctioned, nine for science and one for Economics, totaling over Rs.4.6 lakhs

Infrastructure enhancement:

A new computer lab was created for the Statistics department with 22 computers.

As the college has always been open to serving students across all forms of capabilities, in 2017-18 it was decided to focus on enhancing this inclusive spirit. The plans made were worked on and in 2018-19, we began the year with the following changes in place/completed during the course of the year:

- Ramps were constructed at appropriate points around the campus to help physically challenged students to access various facilities across the campus.
- Tactile tiles have been fixed on the corridor floors so as to help visually challenged students navigate around the campus freely and safely.
- Dedicated toilet space (with all the requisite setups) that are handicap-friendly have been constructed.
- Lecture Time-Table was organized in a manner that ensured that classrooms were as close as possible to the elevators or on the ground floor so that physically challenged students can access them easily for their lectures.
- The social reach of the XRCVC was widened to be able to offer assistance to all kinds of disabilities and not just visual disability. For this, Ms. Neha Triwedi (an official from the XRCVC with the required the expertise) oriented students with disability with the working of the college as well as the various accommodations that they are entitled to.

Audits

An internal audit of the documentation was conducted by the IQAC coordinator and her team on 22nd and 23rd Feb, 2019 and preparations were made for the external Academic audit by Dr. Mali, Dr. Mantri and Dr. Prantik Banerji on 27th and 28th Feb 2019. The team headed by Dr. R.S. Mali (Ex-VC North Maharashtra University - Chemistry), included Dr. Mantri (Ex-Principal NM college- Statistics) and Dr. Prantik Banerjee (Vice Principal Hislop college , Nagpur - English). They studied the internal audit report and reviewed a presentation on the good practices and SWOC analysis (self) of every department.



Feedback

- Teaching Assessment feedback from the students via the online TAQ was collated and analyzed for every faculty member, for each semester. The analysis of the TAQ was shared with the faculty by the principal/vice principal (Academics)
- Stake holder's feedback: Feedback from four primary stakeholders, i.e. Students, Faculty, Alumni and Parents of current students was obtained using specially designed questionnaires between February 2019 and May 2019. The responses were collated and analysed by the Department of Statistics and this analysis will be shared with the management, IQAC, academic board and the faculty in the following academic year. The analysis will be examined by the governing body and decisions will be taken to act on the viable suggestions that came through the feedback.
- The parents of all students were invited to the college to interact with the faculty and management representatives at the Parent-Teacher meeting held on 19th January 2019, 2.30pm onwards. The parents of the First-year undergraduate students were also provided with the opportunity to interact with the faculty on the day of the Orientation programme at the start of their academic year. At these events, the feedback from the Alumni and parents was oral.

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