YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	ST XAVIERS AUTONOMOUS COLLEGE, MUMBAI
• Name of the Head of the institution	Dr. Rajendra Shinde
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	02222620661
• Alternate phone No.	02222620662
• Mobile No. (Principal)	9819100131
• Registered e-mail ID (Principal)	principal@xaviers.edu
• Address	5, Mahapalika Marg, Mumbai 400001
• City/Town	Mumbai
• State/UT	Maharashtra
• Pin Code	400001
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	26/06/2010
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**UGC 2f and 12(B)**
• Name of the IQAC Co-ordinator/Director	**Dr. Karuna Gokarn**
• Phone No.	**02222620661**
• Mobile No:	**9820590072**
• IQAC e-mail ID	**iqac.coordinator@xaviers.edu**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://xaviers.ac/naac/wp-content/uploads/2021/05/AQAR_19_20.pdf
4.Was the Academic Calendar prepared for that year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://naac.xaviers.edu/wp-content/uploads/2021/08/calendar-2020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	**A**	**3.63**	**2013**	**25/10/2013**	**24/10/2020**

6.Date of Establishment of IQAC	**01/07/2000**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Institution	RUSA 2.0 Component 8: Enhancing Quality and Excellence in select Autonomous Colleges	RUSA	18/12/2018	50000000
Institution	Builder	DBT	09/03/2021	28289200
Institution	Star Status	DBT	08/03/2021	3600000

8.Provide details regarding the composition of the IQAC:

• Upload the latest notification regarding the composition of the IQAC by the HEI	[View File](#)

9.No. of IQAC meetings held during the year — 4

• Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?	Yes
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded

10.Did IQAC receive funding from any funding agency to support its activities during the year? — No

• If yes, mention the amount	

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

1. Designed an online feedback questionnaire for the assessment of online teaching and courses 2. Developed a policy on an add-on credit for completing Swayam/NPTEL Courses 3. Designed an online questionnaire for review of syllabi to be obtained from the final year UG and PG students 4. Finalized and uploaded SSR on the NAAC

website for the fourth cycle 5. Conducted online training sessions for teaching and non-teaching staff.

12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:

Plan of Action	Achievements/Outcomes
Submission of AQAR 2019-2020 and SSR for the 4th cycle	Finalized and uploaded AQAR 2019-2020 and SSR on the NAAC website for the fourth cycle
Online training sessions for non-teaching staff.	An online seminar for non-teaching staff on Lifestyle diseases was conducted by the Department of Life Science and Biochemistry to explain the importance of following a healthy lifestyle habit.
Questionnaire to be made for syllabi review from the final year UG and PG students	Feedback for syllabi review from the final year UG and PG students was taken and analysed
Organization of a faculty development programme	A six-day FDP on Research Methodology was conducted for Sciences and Arts/Commerce parallelly
Promotion of online courses for students	A policy was passed to confer an add-on credit to students completing Swayam/NPTEL/Coursera courses

13.Was the AQAR placed before the statutory body?	Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
IQAC	19/03/2022

14.Was the institutional data submitted to AISHE ?	Yes

- Year

Year	Date of Submission
01/03/2022	01/03/2022

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

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

20.Distance education/online education:

Extended Profile

1.Programme

1.1   **52**

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.Student

2.1   **3775**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	[View File](#)

2.2   **1295**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File]()

2.3   **3741**

Number of students who appeared for the examinations conducted
by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File]()

3.Academic

3.1   **875**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	[View File]()

3.2   **106**

Number of full-time teachers during the year:

Extended Profile

1.Programme

1.1

52

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1

3775

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2

1295

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3

3741

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1

875

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 Number of full-time teachers during the year:	**106**

File Description	Documents
Institutional Data in Prescribed Format	<u>View File</u>

3.3 Number of sanctioned posts for the year:	**132**
4.Institution	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	**0**
4.2 Total number of Classrooms and Seminar halls	**54**
4.3 Total number of computers on campus for academic purposes	**314**
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	**19532661**

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

St. Xavier's College, Mumbai (SXCM) stays committed in its quest for academic excellence, holistic development and contribution to nation-building by infusing dynamism in curriculum, pedagogy, and research. Being autonomous, SXCM has the flexibility to enrich its curriculum based on changing national and global requirements. The Programme Outcomes, Programme Specific Outcomes and Course Outcomes are clearly defined for all programmes and courses and

displayed on the website.

This academic year, due to the pandemic, we transitioned to an online teaching-learning pedagogy by training the staff to engage students in this new learning pedagogy. Departments implemented online projects, at the undergraduate/postgraduate levels, conducted state, national and international level seminars, and conferences to update students with developments in various fields and provide opportunities to interact and connect with experts. The Board of Studies of each subject met online to review and strategize to implement and enrich the syllabi under the new norms. Students were given many opportunities online to develop subject specific skills in their curriculum and value-added courses. Students acquired additional credits by completing MOOCs through Coursera and Swayam. Online internships, extracurricular activities, and soft skill training helped in making students professionally confident and competent even in the pandemic year.

File Description	Documents
Upload additional information, if any	[View File](#)
Link for additional information	https://xaviers.ac/iqac/naac/#PO-PSO-and-CO

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

1

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	[View File](#)
Details of syllabus revision during the year	[View File](#)
Any additional information	[View File](#)

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

468

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

28

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

52

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

SXCM strives to provide a relevant curriculum that integrates

academic excellence by incorporating crosscutting themes into our programmes. We offer courses across disciplinary boundaries and encourage students to experience integration in their personal lives and inclusion in their social contributions. The mandatory undergraduate course 'Giving Voice to Values' aims to examine and interrogate one's values, moral-ethical dilemmas that one could face in the process of decision-making and talk about harmony among the diversity of Indian culture. Our courses deal with Human values and ethics and Gender issues. Cross-faculty courses such as Psychology of Relationships sensitize Science students on subtleties in relationships. The special course on Environmental Studies dealing with awareness and sustainability is completed by all undergraduate students. The elective applied-component courses on Environmental Science are offered to final year B.Sc students. Students are exposed to professional ethics in their subject areas through relevant courses. A strict anti-plagiarism policy ensures academic ethics through a software-based plagiarism check of submissions during evaluation.

SXCM has designed its curriculum to create a community of individuals that are competent, ethical, have compassion for all, are committed to striving for social justice, harmony, environmental sustainability and will care for the marginalized.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

7

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

140

File Description	Documents
List of students enrolled	View File
Any additional information	View File

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

319

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

C. Any 2 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://naac.xaviers.edu/stakeholders-feedback/2020-21/
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://naac.xaviers.edu/feedback/atr-2020-21.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

1351

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

640

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

St. Xavier's College offers a range of programmes for undergraduate and postgraduate students with diverse backgrounds. To be equipped with pedagogical practices, the college tries to provide a platform for the intellectual needs of the students.

Through interaction in the classroom and observations, the shy learners based on information about their medium of schooling are encouraged to participate in the activities of the language lab. The language lab conducted several short-term activities for the

students in the academic year 2020-21.

For academically advanced learners (70% or with a CGPA of 7), the college provided a platform for enrolling in the Honours certificate programme as an additional co-curricular activity. A total of about 50 Honours courses were offered by various departments of the college. A total of 998 students enrolled for the activity during 2020-21. Students were awarded one credit for 15 hours of work and a maximum of two credits were offered for the course work. The Honours certificate was awarded to 170 students across all undergraduate programmes. In addition, individual credit cards for all Honours activities were given to the participants.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sxcbom.com/honours-programme/

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/03/2022	3775	118

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

Since the inception of autonomy St. Xavier's College has prioritized the teaching-learning process with diverse methods. In 2020-21 the pandemic, online teaching posed challenges to experiential learning, especially in the laboratory. However, despite the challenges, several methodologies were employed in the virtual classroom to ensure the active participation of students in the teaching-learning process.

PowerPoint presentation, video resources, virtual labs/simulation, use of online software, animations, exhibitions, expert talks,

databases, chalk and board, research papers/articles, group work, movies, videos, documentaries on OTT platforms, role plays, case studies, jam boards, and models were used by faculty to engage students for online teaching-learning.

Group discussions, peer learning, participative learning, flipped classroom methods, problem-solving methods, online Project-based learning, survey-based projects, MOOCs, debates, assignments, viva, discussion, and inquiry-based learning were used as the approaches for effective learning. Various online video conferencing platforms like Google meet, Zoom, YouTube lives, and Microsoft teams were used as a medium of communication during the pandemic year.

Experiments that were easy to perform at home were also encouraged. St. Xavier's College, Mumbai aims at the holistic development of students through experiential learning that forms an integral part of academics.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional Information	Nil

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

The use of effective teaching and learning methods has been the main strength of SXCM. Faculty have appropriately tailored their pedagogical methodologies to suit the visionary learner.

In 2020-21, due to the prevailing pandemic, the dimension of ICT usage shifted completely to an online system. The diverse approaches to teaching-learning were conducted using video conferencing platforms such as Google meet, Zoom, Microsoft teams,and YouTube. Diverse online repositories such as Google scholar, NCBI-PUBMED, and SHODHGANGA, were used by the faculty. The learning resources were made accessible to students on the learning management systems such as Google Classroom, Canvas, Microsoft teams, and Moodle. For the process of effective learning, faculty also created content such as YouTube videos and other E-content that were made available to students. Students were encouraged to enroll in various MOOC courses offered by NPTEL, PGPathshala, and Coursera. Checking for plagiarism in the

assignments submitted has been an important part of the quality mechanism. Our faculty uses TURNITIN to check for any plagiarism in student assignments.

With this ITC mode of education, we, at SXCM, constantly work with information and technology like supporting, enhancing, and optimizing the delivery of evidence, statistics, and data while instructing our students

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://naac.xaviers.edu/photo-gallery/ict-enabled-classrooms-and-seminar-halls/
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

12

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

St. Xavier's College, Mumbai plans all the academic, co-curricular, and extra-curricular activities for the upcoming year and documents them in the academic calendar for the year. The academic calendar was prepared by the college Academic board - the Principal, Vice Principals, Controller of Examination, IQAC Director, and Management. Furthermore, due care is taken to incorporate the gazette list of public holidays published by the Government of Maharashtra. Due to the prevailing COVID condition, flexibility in terms of dates was kept accommodating the instructions of the state government and the local authorities. The academic calendar is published on the website of the college as well as in the college handbook every year. The Academic calendar highlighted the dates of Continuous Internal Assessments

(CIA-1 & 2), practical, and End Semester Examinations.

Teaching plans for odd and even semesters were prepared by the teachers for courses taught in consultation with the HOD and as per the academic calendar. The plan was communicated to the stakeholders and a copy was sent to the documentation center.

The academic schedule by the institution and the teaching evaluation plan by the individual departments provided an efficient execution of the curricular, co-curricular, and extracurricular activities.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full-time teachers against sanctioned posts during the year

118

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	View File

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

63

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time

teachers' total teaching experience in the current institution)

1578

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	[View File](#)
Any additional information	[View File](#)

2.5 - Evaluation Process and Reforms

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

38

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	[View File](#)
Any additional information	[View File](#)

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	[View File](#)
Upload any additional information	**No File Uploaded**

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Examination procedures: All the Continuous Internal Assessments, End semester examinations, Additional (ATKT), and entrance examinations for the academic year 2020-21 were conducted in the Online mode due to the COVID 19 pandemic. Examination modalities included the use of Google forms, Gradeazy software. Proctored

examinations were conducted using Google Meet and Zoom platforms. Faculty and students were provided adequate training to use these modalities.

Integration of IT: The ERP software called PEDegree, used in SaaS (Software as a Service) model covers all functions of the Examination Centre including Marks Entry by staff to the declaration of results, generation of marksheets generation of reports like course-wise graphical charts (bar graphs), toppers list (subject-wise and overall), etc. Data is saved in cloud-based servers immensely helped in carrying out the routine exam work and timely declaration of results. The ERP also allows secure log-in for students allowing them to see their marksheets and attendance.

A high-security convocation marksheet and passing certificate were initiated for the graduating students. Security features like an invisible logo and invisible signature of the principal (only visible under UV light), specialized borders, ghost marking, and non-replicable fluorescent logo are placed on the marksheets printed on non-tearable paper.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional Information	https://sxcauto.silvodel.in/login.php

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

The programme outcomes (POs) are designed by the institution keeping in mind the principles of outcome-based education and aligned with the vision of the institution.

St. Xavier's College has formulated comprehensive, balanced, and clear Programme Outcomes for the various Programmes offered. The overarching theme is based on the pedagogical values of the revised Bloom's Taxonomy. Based on these Programme outcomes, the Departments have formulated the Programme Specific Outcomes (PSOs) and Course Outcomes (COs). This enables the general vision outlined in the POs to be concretized and converted to a deliverable through the COs. The same is discussed and deliberated in the Board of Studies (BOS) meetings in each Department. Inputs from the BOS and the Department Staff are taken into consideration

when the COs are finalized. The COs and PSOs are re-formulated and restructured whenever syllabi are revised and passed by the BOS. The same is then approved by the college Academic Council.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	**No File Uploaded**
Link for additional Information	https://naac.xaviers.edu/po-pso-and-co/

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

The Course outcomes are specifically tailored keeping in view the Programme outcomes and pedagogical principles of Bloom's Taxonomy.

The college has mechanisms to evaluate student learning in compliance with the pedagogy of Bloom's Taxonomy. There are two formative assessments - Continuous Internal Assessments (CIA I & II) and a summative End Semester Assessment every semester. The faculty apply various methodologies for CIAs such as written tests, Quizzes, Presentations, Assignments, Projects, etc. to achieve the COs. There is a healthy mix of various assessment tools to ensure that every student can have a fair and just evaluative system. Assessment grids for marking Assignments, Presentations, and Projects are employed as a quality measure. This marking scheme is revised as per the pedagogy used. Regular feedback on course curricula, syllabi, and evaluation methodologies is sought from the students. The BOS reviews the question papers and evaluation methodologies. The progression of each student is well documented and is made available to the departments for analysis and course correction if required.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://naac.xaviers.edu/po-pso-and-co/

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1280

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

http://naac.xaviers.edu/ysr/2020-21/2_7_1_SSS.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The college has a well-defined policy for research and is recognized by Mumbai University for Ph.D. programmes in various disciplines namely: Ancient Indian Culture, History, Economics, Botany, Chemistry, Geology, Life Science, Microbiology, and Zoology. In addition to these departments, there are other research centres on campus such as Blatter Herbarium, Caius Research Laboratory, Heras Institute for History and Culture, and Nadkarny Sacasa Research Laboratory that provide the infrastructure and facilities for research. Faculty members recognized as Ph.D. guides in these subjects encourage student and faculty research activities. The infrastructure/equipment in the departments, as well as centres, get frequently upgraded through various grants from government agencies such as DBT and RUSA. Faculty apply and receive research grants for their projects from government funding agencies like DBT, UGC, and Mumbai University.

Multidisciplinary research activities are nurtured by encouraging inter-departmental collaboration amongst faculty members. Papers originating from such work are published in the Research Journal 'Xplore,' a UGC-Care listed publication of SXCM. Quality research conducted by our undergraduate and postgraduate students is also

published in 'Xplore'.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	[View File](#)
Provide URL of policy document on promotion of research uploaded on the website	https://xaviers.edu/main/images/college/research-policy.pdf
Any additional information	**No File Uploaded**

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	[View File](#)
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	[View File](#)
List of teachers receiving grant and details of grant received	[View File](#)
Any additional information	**No File Uploaded**

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	**No File Uploaded**
List of teachers and details of their international fellowship(s)	[View File](#)
Any additional information	[View File](#)

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

300.95

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	[View File](#)
List of projects and grant details	[View File](#)
Any additional information	**No File Uploaded**

3.2.2 - Number of teachers having research projects during the year

6

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://naac.xaviers.edu/ysr/2020-21/criterion3/3_2_1_Proofs_Grants_2020_21.pdf
List of research projects during the year	[View File](#)

3.2.3 - Number of teachers recognised as research guides

10

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

5

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://www.indiascienceandtechnology.gov.in/programme-schemes/societal-development/dbt-boost-university-interdisciplinary-life-science-departments-education-and-research-dbt-builder
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

St. Xavier's College, Mumbai has established internationally well-known centres to efficiently engage with and promote research culture among faculty and students which are as follows:

Blatter Herbarium: The herbarium, established in 1906 is internationally recognized for Taxonomic studies and allied branches in Botany.

Caius Research Laboratory: Founded in 1947, the laboratory initiated research work on medicinal plants of India. It facilitates various research projects in Biology, Chemistry, and Geology.

Central Instrumentation Facility: The facility was established in 2006 under the DST-FIST grant houses state-of-the-art equipment

used for research in college.

Heras Institute of Indian History and Culture: Founded in 1926, the institute provides support for research in the field of History, Archaeology, and Indian Art and publishes the half-yearly journal Indica.

Nadkarny-Sacasa Research Laboratory: It is one of the oldest research laboratories since 1932. It facilitates research in Organic and Inorganic Chemistry.

The departments of Botany and Microbiology (Palacios Research Laboratory) also have established research laboratories.

Entrepreneurship Cell: The cell was digitally launched on 3rd February 2019, by our Honourable Prime Minister under the aegis of Rashtriya Uchchattar Shiksha Abhiyan (RUSA), The E-Cell of SXCM, works towards fostering the spirit of entrepreneurship and skill development amongst students.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://xaviers.ac/about-us/research

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

42

File Description	Documents
Report of the events	[View File](#)
List of workshops/seminars conducted during the year	[View File](#)
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research

B. Any 3 of the above

**Ethics in the research methodology course
work Plagiarism check through
authenticated software**

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

9

File Description	Documents
URL to the research page on HEI website	https://xaviers.edu/main/research
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

12

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

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

9

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://naac.xaviers.edu/ysr/2020-21/criterion3/3_4_4_Proofs_Books.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

81

File Description	Documents
Any additional information	**No File Uploaded**
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

5

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	**No File Uploaded**

3.5 - Consultancy

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

0.1605

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	View File
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The vision of St. Xavier's College, Mumbai (SXCM) is "an academic community dedicated to the holistic education of future leaders who will demonstrate innovation in their professional competencies, integration in their personal lives, and inclusion in their social contribution". We try to provide various support mechanisms to our students to experience and inculcate those values through the following channels:

1. Social Involvement Program (SIP):

https://xaviers.ac/student-support/social-involvement-programme

https://xaviers.ac/iqac/naac/#Best-Practices

SIP: Initiated in 1996 to make education more socially relevant. The students are encouraged to learn through direct involvement with our society.

2. Social Service League:

https://xaviers.ac/student-support/social-service-league

3. Xavier's Resource Centre for the Visually Challenged (XRCVC):

https://xaviers.ac/about-us/campus-units#XRCVC

4. All India Catholic University Federation (AICUF):

https://xaviers.ac/student-support/aicuf

5. Extension activities organized by Departments through various collaborations enable the students to make a connection with the subject of study and social values.

Through these outreach programmes, SXCM facilitates a platform for our students to learn, experience, and create awareness about their social responsibility so that they can contribute back to society and be responsible citizens.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://xaviers.ac/about-us/campus-units#XRCVC

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

4

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	View File

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

12

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

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

666

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

4

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

11

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	[View File](#)
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	[View File](#)
Any additional information	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

St. Xavier's College (Autonomous). Mumbai has a well-maintained, user-friendly, and excellent infrastructure, the facilities required for effective teaching-learning are more than the minimum requirement specified by statutory bodies.

Classrooms:

Spacious and well-ventilated classrooms for a comfortable environment for teaching-learning. The classrooms, conference rooms, seminar room, and multi-media rooms a furnished and ICT-enabled well with the facilities – LCD projector, LAN, wi-fi, audio system for conducting classes, seminars, conferences, workshops, and guest lectures. In addition, there are four studios for audio and video recordings.

Science Laboratories:

Laboratories are well designed for experimental learning such as Blatter Herbarium which contains the largest collection of plants in Western India; Caius Research Laboratory for Biological Sciences and Nadkarny-Sacasa Research Laboratory for Physical Sciences which connect academic research with industry.

Computer laboratories and computing equipment:

The college has well-equipped computer laboratories with video conferencing facilities. The computer laboratories are well connected with LAN, wi-fi, and high-speed Internet.

Additional Infrastructure:

The college has a library, gymkhana, auditorium, language lab, hostel, canteen, separate common room for girls and boys, staff room, administrative offices, small health center, first aid box in all departments, photocopy center, lift, ramp for physically challenged students, UV water purifier, etc.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://xaviers.ac/about-us/photo-gallery

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

Besides academic pursuit, to develop the overall personality of the students, the institution has adequate facilities for cultural activities, yoga, sports, and games.

Facilities for Cultural Activities:

- **A fully furnished, well-equipped, and spacious auditorium known as the Palacios Hall is available for cultural, co-curricular, and recreational activities with a seating capacity of 500 people. It is the main site for all the cultural events viz College Day, Ithaka, and the graduation ceremony.**
- **An open-air stage is in the first quadrangle, to host Jan fest, the flagship event of the Indian Music Group (IMG),so also in the third quadrangle for the programmes like poetry reading, and street plays**

Facilities for Sports and Game:

- **The college Gymkhana is known as the Fell Gymkhana, and it provides facilities for training and recreation for indoor sports and gymnasium and has full-size basketball and volleyball courts.**
- **The Xavier's Cricket Pitch is located at the Azad Maidan North End with a pitch size that is 40 m x 40 m.**

Facilities for Yoga:

- **The Palacios Hall and the Fell Gymkhana are used for conducting yoga activities and fitness sessions. The college has been observing International Yoga Day since its implementation.**

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://xaviers.ac/about-us/photo-gallery

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

54

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

7341273

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	**No File Uploaded**

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college library provides print and electronic resources. It has a reference and a lending section with a total of 109518 books. The library subscribes to international and national

journals, magazines, newspapers and has access to several e-journals and e-books through NLIST. The college library is partially automated with the user-friendly software provided by Algorithm Pvt. Ltd. Name of the ILMS software: SLIM, version: 21

- All in-house activities – cataloging, circulation, and indexing are being done with the software using several computers.
- An online database of the books and journals is maintained and access to these books is provided through Online Public Access Catalogue terminals in the library and a link on the college website.
- The library has a digital Institutional Repository for rare books and college publications through Library Digitization Project. TheCollege Magazinesfrom 1908 till dateand old syllabi are now available in pdf format.
- The book covers are scanned, and a PowerPoint file is sent to Knowledge Centre to be displayed on the digital notice board, to reach out to students on a campus-wide basis.
- Library tourorganized since June 2017 is recognized as one of the best practices of the college.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://xaviers.ac/about-us/photo-gallery

4.2.2 - Institution has access to the following: A. Any 4 or more of the above e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

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

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

313485

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

3

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The Computer Centre has ten fully equipped computer labs located across campus to support all the curricula. In 2015-2016, the center had 5 labs, consisting of a cybercafe, two IT labs, and one VC lab. Language lab is equipped with the latest language acquisition technology to cater to new and advanced learners of languages. The XRCVC is equipped with various screen readers, text to speech converters, Braille machines. IT facilities in the library include 9 computers of which 4 are used by students for surfing the net and 5 are used for OPAC. The Blatter, Heras, and Library are equipped with Scancraft scanners to digitalize and catalogue herbaria, heritage resources, and rare books. IT facilities are available for office staff to enable the smooth conduction of the admission process, transcript generation, and other administrative services. All departments of the college are networked with fiber optics for enhanced collaboration between departments and there are ten servers on campus. Installation of CCTV cameras for enhanced security and five digital signage TVs on campus to broadcast vital information. The college has had tie-ups with Google and Microsoft Teams since 2010. Funds for the IT

facilities available on campus arefrom DBT and RUSA.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://xaviers.ac/about-us/photo-gallery

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3775	**314**

File Description	Documents
Upload any additional information	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	[View File](#)
Upload any additional information	[View File](#)

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

B. Any three of the above

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://xaviers.ac/about-us/photo-gallery
List of facilities for e-content development (Data Template)	[View File](#)

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

12191388

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

St. Xavier's College, Mumbai is committed to delivering the best infrastructure to all its departments and other functional spaces to safeguard the infrastructure requirements of teaching-learning and other processes as specified by the statutory bodies both in terms of quantity and quality. The Infrastructure Management policy has been formulated for managing infrastructure through need analysis considering the guidelines of statutory bodies and developments in technology including educational technology; procurement of infrastructure ensuring its quality and cost; timely up-gradation; proper accounting and safeguarding by assigning inventory numbers to each equipment and maintaining asset record, upkeep of the equipment through regular cleaning, preventive and corrective maintenance including AMCs and writing off of obsolete equipment.

- The infrastructure and equipment are maintained by the Administrator's office on campus. Regular maintenance is conducted via AMCs as well as routine checks of electrical equipment, water purifiers, sewage, and garbage disposal.
- Laboratories and classrooms are cleaned regularly by support staff in the Administrator's office.
- Library, computer center, gymkhana, multi-media center, hostel, and wellness center take care of all affairs associated with them.
- As a part of green initiatives, importance is being given to sustainable power generation, waste management, and rainwater harvesting.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	https://xaviers.ac/about-us/policies-procedures

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

0

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	[View File]()
Upload any additional information	[View File]()

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

127

File Description	Documents
Upload any additional information	[View File]()
Institutional data in prescribed format	[View File]()

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	https://naac.xaviers.edu/ysr/2020-21/criterion5/5_1_3_CapacityDevelopmentSkill.pdf
Details of capability development and schemes	View File
Any additional information	No File Uploaded

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

291

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	View File

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

111

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

130

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	**No File Uploaded**

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

24

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

42

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	[View File](#)

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The Student Council, by its representation on key committees, plays a key role in helping college management provide better facilities and academic environments to its stakeholders.

1. **IQAC: As part of this committee, the Student Council takes feedback from all the students about available facilities, social environment, and academics through its representatives. And makes suggestions for the betterment of these activities. This year a list of suitable departmental activities was suggested to the SIP department. It helped to stockpile information and feedback regarding courses provided by the college.**
2. **Infrastructural Developments: As part of this committee, SC draws the attention of the college administration to the hitherto unaddressed needs of the student community. It had been instrumental in the installation of soap dispensers in all the washrooms on the college campus and of sanitary napkins disposal bins in the women's Washrooms.**
3. **Grievance redressal portal: A Grievance portal was added to the official website of the college to collect student complaints/suggestions regarding life on the campus. Such entries are directly reported to the Principal.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

5.3.3 - Number of sports and cultural events / competitions organised by the institution

12

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

St. Xavier's College Association is more than one hundred years old and was registered in 1964. This Association was managed by alumni till 2018. The management and staff of the XDP are run by college alumni, and keep the goals of the Alumni Association in mind, while also attending to the major task of fundraising. The XDP manages the alumni website, whose aim is manifold: to create a connection with the alumni, to provide ongoing information about college academic programmes and cultural events, and to raise funds for various infrastructure development projects. Digital copies of all the college magazines starting from 1908 are accessible on the website. The "Weekly Connect"—a weekly event update—is uploaded every week. There are more than 5,800 alumni who registered on the website. On important occasions, e-bulletins are mailed to all those on our mailing list. The college social media handles are also used to promote XDP website material. The XDP is currently led by the Rector Dr. (Fr.) Keith D'Souza S.J., an alumnus, is in the process of expanding its goals and outreach, to create a mutually enriching relationship between the college and its alumni.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://alumni.xaviers.edu

5.4.2 - Alumni's financial contribution during the year

C. 5 Lakhs - 10 Lakhs

File Description	Documents
Upload any additional information	[View File]()

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

St. Xavier's College, Mumbai is dedicated to the holistic education of future leaders who will demonstrate innovation in their professional competencies, integration in their personal lives, and inclusion in their social contribution. The mission of the college is to facilitate training for professional innovation, foster the cultivation of personal integration, and encourage advocating social inclusion. To achieve this, the college offers courses on giving voice to values, human rights, and environmental studies. The Student Beneficiary Fund provides financial support to economically deserving students. The Commerce section (evening shift) provides education to motivated but less privileged individuals of our society. Periodic reviews conducted over the years revealed the following strengths of the college:

Ø Successful engagement of stakeholders (students, faculty, non-teaching staff, and parents) in bringing to life a clearly articulated vision.

Ø Sensitivity of the Leadership toward others and contributing to a culture of empathy and inclusion.

Ø Conducive environment cultivated for accessibility to management and open communication.

Ø Financial management efforts to ensure that salaries are disbursed on time. Financial assistance is given to those in need.

Ø Faculty are empowered through regular training and are granted leave to participate in faculty development programmes.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional Information	https://xaviers.edu/main/governance

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

St. Xavier's College acknowledges that participative management and decentralization of power in everyday activities are important. SXC has over thirty committees to ensure the smooth running of the college. These include areas such as academics/ administration/ cultural development/ social involvement/ inclusion. Each committee is appointed by the Principal, according to the interests and competence of the faculty members. The committees draw on the expertise of the Principal and the Vice-Principal, who themselves function as convenors of statutory committees, academic councils, and governing bodies. The committees help to manage the various centres, associations, academies, programmes, and leagues that are further led by student bodies selected through rigorous interview processes, which increase the outreach of the college through this highly effective model of decentralization. All financial matters are discussed in advance with the Treasurer who is a member of the governing body of the college and the trust. The faculty are rotated between various committees to ensure that there is no stagnation or proprietorship seeping into their attitude. We thus see that there is an interconnection, a semiautonomous decentralization, and integral participative management in the functioning of the various bodies on campus.

File Description	Documents
Upload strategic plan and deployment documents on the website	[View File]()
Upload any additional information	**No File Uploaded**
Paste link for additional Information	https://xaviers.edu/main/userfiles/media/default/strategic-plans-for-2020-2025.pdf

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The following are the suggested initiatives successfully implemented.

1) A new certificate course "Introduction to Basic Python" was introduced. Despite the Covid situation ten students registered and completed the course

2) St Xavier's College, Mumbai in collaboration with the emlyonbusiness school signed an MoU for starting a learning hub to collaborate on academic and research programmes, train management professionals, and develop entrepreneurial skills among students.

3) The Wellness Centre (https://wellness.xaviers.edu/) helped students through its activities. However, with the lockdown, the format of activities changed. Students needed counselling for problems like depression and chronic anxiety during the corona pandemic (https://wellness.xaviers.edu/#h.p_3jMSIYPXExto). The Wellness Centre continued this with one professional counsellor available via the phone. It shifted focus to building positivity through online activities through four student groups, the Students' Support Group (SSG), the Open Music Evenings (OME), the Theory Club (TC), and Humans of Xavier's.

4)The management-run Xavier Development Programme (XDP) has assumed the responsibility of being in touch with the alumni. The XDP, via its website https://alumni.xaviers.edu continues to be in touch with more than 15,000 alumni who have been listed on the alumni website. Greetings event invitations and newsletters were sent out on special occasions.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://xaviers.edu/main/userfiles/media/default/strategic-plans-for-2020-2025.pdf
Upload any additional information	[View File](#)

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

The functioning of SXC is based on a hierarchy that is evident in

the organogram. At the top is the governing body (GB) of the Trust SXC. The GB of the college reports to the Trust on key issues and forms the link between the Trust, GB, and the college officials. The Principal forms the connecting link between various statutory bodies on campus and the GB of the college. The Treasurer, Registrar, Head of departments, and convenors of key committees directly report to him. However, as decentralization plays a significant part in the operation of the college, SXC appoints 3 Vice Principals (VP) to oversee the daily administrative issues on campus and an Academic VP (usually the IQAC coordinator) to take care of all academic matters. The Registrar is overall in charge of the non-teaching staff. Faculty and non-teaching staff of a department/library and others report to the Head/In-charge. All the Statutory bodies on-campus function as per the norms set down by the UGC / University of Mumbai. The Academic Board, a non-statutory body, was constituted to assist the Principal in tackling issues that may come up in the day-to-day operation of the college.

File Description	Documents
Paste link to Organogram on the institution webpage	https://xaviers.edu/main/images/college/organogram.pdf
Upload any additional information	View File
Paste link for additional Information	https://xaviers.edu/main/policies

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The college pays monthly salaries on time to all staff, irrespective of whether the salary grants are released by the government at the scheduled time. To ensure this, the college pays out a substantial amount of interest to the bank for an overdraft facility used by the college against fixed deposits that are pledged for the same.

- Interest-free loan advances against salary and festival advances have been extended on request to well over 75% of the non-teaching staff and several teaching staff.
- Special consideration for admission of the children of all staff to the college, via the
- management quota.
- Reimbursement of 50% of the premium amount paid by any non-teaching staff towards
- his/her Mediclaim.
- Payment of a lump sum of Rs. 1000/- per child of a non-teaching staff member (for a maximum of two children) as part of their children's tuition fees.
- Book grant for individual teachers.
- The College has a Wellness Centre which has qualified counselors. The Wellness Centre provides a 50% discount to children of the faculty and nonteaching staff for psychometric assessment.

Amenities such as Gym, Photocopying center, Bank branch, purified water dispensers, and many other facilities are provided on campus.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

5

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

10

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

51

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

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 internal reviews in August/September and January/February every year are part of this process. The audit examines the revenues generated in terms of fees, grants, donations, and rents from the use of space 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, twice a year. The college, registered under the Maharashtra Public Trust Act, 1950 conducts a statutory External audit by Chottalal H. Shah and Company. The bank and fee reconciliation statements and the utilization of grants received are verified. Expenses incurred on infrastructure improvement are verified against quotations invited and resolutions passed. We are also subject to annual scrutiny by the IT Department, a statutory GST Audit, and the State Senior Auditor. The audited financial statements are submitted to the JD office and the Accountant General (AG) office, Mumbai. The AG audit was not conducted last year due to the pandemic.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	View File

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The Trust that runs the college has budgetary protocols to meet the various needs of the college. The Governing Bodies of the Trust and the College, the Principal, the Finance Committee, and the Purchase Committee work in tandem to optimally use the resources.

Government Funds: The institution is vigilant in mobilizing funds from various Government schemes and has received Central

Government funds such as the UGC, RUSA, DBT, and ICHR.

Non-Government Funds:

The institutional leadership and various stakeholders take initiatives to mobilize various resources as and when required for the effective functioning of the College. The college Student Beneficiary and dedicated Scholarship Funds take care of students who have extremely limited financial resources. The Xavier's Resource Centre for the Visually Challenged which is a support service for persons with disabilities and is a part of St Xavier's College mobilizes its resources for its diverse activities aimed at promoting the holistic development of persons with disabilities. These resources are mobilized through project funding (CSR, donors, and trusts) and as donations from individuals and other resources. The college has a "Vision for Staff Development Fund." which helps to pay the staff salaries every month on a fixed date.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://naac.xaviers.edu/ysr/2020-21/criterion3/3_2_1_Proofs_Grants_2020_21.pdf

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Practice 1- Upgradation of laboratory and administrative infrastructure

1) To keep pace with the changing nature of the learner andto encourage the usage of education technology the IQAC focused on upgradation of laboratory infrastructure. High end instruments water analyzerand Auto Haematology Analyzer (to count blood cells) were purchased for thezoology laboratory to give direct experience to students and use in projects. A Galvanostat was purchased for the chemistry department for electroanalytical experiments and corrosion studies.

2) Thirty computers purchased were distributed to various departments, libraries, and e-cell to facilitate academic and administrative work.

Practice 2- Upgrading research skills of teachers and students.

The six-days Faculty Development Programme was arranged to deliberate and discuss the emerging trends in research methodologies to re-ignite the spirit of fact finding and problem solving among faculty and students. Parallel sessions on various aspects of Research Methodology were addressed for Science and Arts/Commerce were conducted for Faculty, Ph.D. scholars and PG students which was well appreciated.

Practice 3 - Add-on credit

An add-on credit would be awarded to students completing Swayam/NPTEL Courses. UG student - 6 credits (or equivalent) across 3 years; PG student - 4

credits (or equivalent) across 2 years.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://xaviers.ac/iqac/

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Feedback on Teaching:

The Teaching Assessment Questionnaire (TAQ) is a tool used in SXCM to assess teaching of all courses in the curricula to ensure faculty accountability. In its current format, it is administered online as against a manual administration till 2019. 2020-2021 being the pandemic year teaching learning process was completely online. Hence the TAQ was completely revamped to assess the online teaching learning process. TAQ graphical outputs (due to the pandemic year 2020-21) of each course is discussed with the concerned teacher by the VP academics which helps the faculty in improving the teaching methods.

Feedback on performance:

Internal as well as end semester assessments arediscussed with students who are shown their answer papers along with modelanswers before the results are declared, ensuring that errors in marking aredetected and that the system is transparent. Departments are provided with statisticaldata of class performance in each course as class dynamics varyfrom batch to batch, this is a helpful indicator of the difficulty level thatthe class can manage and help the faculty customize the teaching-learning-evaluation approach for the batch in the following semesters.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://xaviers.ac/iqac/

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://xaviers.ac/iqac/
Upload e-copies of accreditations and certification	[View File](#)
Upload details of quality assurance initiatives of the institution	[View File](#)
Upload any additional information	[View File](#)

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

SXCM has always taken initiatives to ensure Gender sensitization

and Gender equity on campus. For the safety and security CCTV coverage, lady security personnel, committees such as the Women's Development Cell (WDC) and Internal Complaints Committee to address gender-based grievances. SXC has a separate common room and washroom facilities for girl students, with a sanitary napkin vending machine. In the academic year 2020-2021 despite the lockdown, activities for gender sensitization were organized in an online mode. A self-defense workshop by Ms. Dipika Vaz from Krav Mega Global, for girl students, was organized on 3rd March 2021. A programme to sensitize teaching staff towards gender-related issues was conducted, Ms. Shilpa Bhatia, Advocate Mumbai High Court was the resource person. Dr. Dhananjaya Saranath, Consultant - Molecular Medicine, was invited to talk on Breast & Cervical Cancer Awareness to the female staff of SXCM. 'Let's Talk': a bonding and sharing session on lockdown-related stress management for female staff was organized by the WDC. On International Women's Day, Dr. Fabian Almeida, Consultant Mental Health, and Behavioral Sciences were invited to deliver a talk on Wonder Women: The Age of Superheroes. Gender equity has always been a priority at SXCM.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://naac.xaviers.edu/ysr/2020-21/criterion7/7_1_1_Gender_Sensitisation.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment

C. Any 2 of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

SXC, Mumbai is committed to caring for the environment. There is a segregation of dry and wet waste to facilitate the recycling of

biodegradable and non-biodegradable waste. A vermicompostingbin is set up for composting raw vegetable waste and wet waste from the college kitchen. With packaged products on the rise, tetra Pak recycling was taken up along with RUR. Multi-Layered Plastic waste (MLP) is collected and handed over to Safai Bank of India which uses MLP in road building materials. The Xavier's Environmental Committee instituted in November 2019 looks at the challenges of sustainable campus management. An environmental policy document for the college also has guidelines to reduce and manage waste and energy usage during campus festivals. A greywater treatment plant has been set up in the hostel building. Water from the hostel bathrooms is treated by electrocoagulation and used in the toilet flushes.

However, 2020-2021 being a pandemic year, all these facilities on campus were not functioning. The entire year campus was not available for staff or students, but some online webinars were conducted for Environmental awareness and sensitization for sustainable development.

Video Link:

Waste Management at SXC:https://youtu.be/xTIpqySHhNY

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

D. Any 1of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

D. Any 1 of the above

1. **Green audit**
2. **Energy audit**
3. **Environment audit**
4. **Clean and green campus recognitions/awards**
5. **Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

SXCM believes in inclusive education focusing on regional, linguistic, secular, and economic inclusion. The student admissions in various streams reflect the intake of students from all over the country, on average 20% of students are from outside the state. The Language Lab helps students from rural and non-English speaking backgrounds to adjust to college life on campus.

Socio-economic inclusion is upheld by the Student Beneficiary fund and the Commerce section conducting lectures in the evening for students from lower-income households to help consolidate their education.

Inter-Faith services are held on St. Ignatius Founder's Day and Feast of St. Francis Xavier. Events to promote social inclusion were held online in 2020-21, such as 'Kavi Sammelan' with the theme 'Interdependence and Harmony' on 15th August 2020, 'Reverberations' on 15th April 2021, a panel discussion on 'Global Solidarity towards Social Harmony', the Harmony Concert on 25-26 July 2020 celebrating the spirit of Harmony. The Laughing Hippo a blog by DIRS chooses a theme on inclusion every month viz LGBTQ and KrupayaDhyaan De, a Podcast for open discourses, for new perspectives, and to promote a culture of inclusion.This reveals that SXCM has always taken the initiative in providing an inclusive environment.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

Instilling and inculcating constitutional values amongst students is a primary objective of the teaching fraternity of SXCM. Courses on Values and Human Rights are compulsory for all first-year students. Besides these, events were held to promote awareness of constitutional rights. This year, 2020-21 being a pandemic year, the events were held on an online platform.

To list a few, a lecture on Dr. B. R. Ambedkar on Article 14; a talk on 'Role of Dissent in Democracy and the Laughing Hippo blog, Department of Inter-Religious Studies (DIRS) of the college on themes based on Articles 14, 15, and 17 of the Indian Constitution. Issues like rights of the tribals, police brutality and constitutional rights, and rights of the LGBTQ community were also taken up. The Political Science department organized talks on the Constitution of the United States, US Presidential elections, national integrity as mentioned in the Indian Constitution, and the security of the nation.

Moreover, the practical exposure to implementing these values is also done through the SIP and other associations such as the Social Service League, the All-India Catholic University Federation, and the DIRS.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	**No File Uploaded**

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

A. All of the above

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

At St. Xavier's College, Mumbai, international and national festivals and important days, birth and death anniversaries of national leaders are observed with reverence and in keeping up with the tradition of internalizing the message given by these leaders.

The academic year 2020-2021 was a year of lockdown due to COVID 19 pandemic and all events were organized online. Yoga Day was celebrated as a week-long lecture series. Independence Day and Republic Day were celebrated for the first time with an online flag hoisting ceremony. The chief guest on15thAugust2020 was Dr. Gautam Bhansali, a COVID 19 Task Force member, and a Consulting Physician at Bombay Hospital. Maharashtra Divas and Kamgar Din were celebrated on 1st May 2021 by the Marathi Vangmay Mandal on an online platform. On 2nd October, Gandhian values were discussed as part of Gandhian studies. Dr.B. R. Ambedkar Jayanti on 14th April 2021 was celebrated with a talk on Article 14 of the Indian Constitution.

Dr.Fabian Almeida was invited to talk on Wonder Women: The Age of Superheroes on 8th March 2021 to celebrate International Women's Day. An interview was conducted with Mr. Stalin D an environmental activist on 5th June 2020 to celebrate World Environment Day.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best Practice 1: Support systems developed to withstand the pandemic situation

1. Title of the Practice

Best Practice 1: Support systems developed to withstand the pandemic situation

2. Objectives of the Practice (20 words)

To build positivity among students during the pandemic situation

by providing a platform for communication and a conducive online academic atmosphere.

3. The Context (30 words)

Coping with the pandemic situation personally and academically was a challenge never encountered before. SXCM created mechanisms to provide all possible support to the students.

4. The Practice (50 words)

The Wellness Centre started a Helpline with professional counsellors, faculty members, and Jesuits. The Student Support Group organized various activities and Corona Conversations. The Language Lab continued its remedial classes and language-centric workshops in an online mode. The library conducted online tours of the library, scanned and emailed material for reading.

5. Evidence of Success (40 words)

All the entities of SXCM contributed to helping students to cope with this unforeseen situation. Teaching staff attended webinars to hone their teaching skills in an online system, SBF extended financial aid, and the Wellness Centre with its constant presence.

6. Problems Encountered and Resources Required (30 words).

Networking was a hurdle faced as people were confined to their homes and could only extend themselves to an extent to achieve the desired results.

7. Notes (Optional) (30 words).

Members of our Jesuit community trained in counselling also collaborated to extend their expertise on a macro level. The institutional best practices helped society to cope with the pandemic.

Best Practice 2:

1. Title of the Practice: Student Inclusion Cell (SIC)

2. Objectives of the Practice (20 words)

To foster inclusion by organizing events and projects that aim at universal design and accessibility within the college campus.

3. The Context (30 words)

In 2020-21, albeit in an online mode, all activities of the cell focused on embracing diversity, myth-busting disability, and exploring gender constructs in an academic setup.

4. The Practice (50 words)

The cell is comprised of four departments: Media and PR, Events, The Writers Pool, and Accessibility Notice Boards. An Instagram portal for posting weekly content covering varied topics on diversity, Honours Programme on 'Discourse in Diversity', lecture series, and poetry competitions on inclusion were organized.

5. Evidence of Success (40 words)

SIC has broadened its horizons on the theme of inclusion and diversity, promoting it and leaving the audience with inquisitiveness, curiosity, positivity, and a whole new spectrum of information, perspectives, and knowledge.

6. Problems Encountered and Resources Required (30 words)

A change in the societal mindset and the academic sphere is needed where inclusion does not mean helping but is more enabling.

File Description	Documents
Best practices in the Institutional website	https://naac.xaviers.edu/ysr/2020-21/criterion7/7_2_1_Best_Practices.pdf
Any other relevant information	https://naac.xaviers.edu/ysr/2020-21/criterion7/StXavier_s_Mumbai_COVID-19_Response.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Transparency in Teaching-Learning-Evaluation during the lockdown situation

SXCM has always adopted various mechanisms to ensure transparency and quality in Teaching, Learning, and Evaluation. In the academic year 2020-2021, despite lockdown and the online mode of teaching and evaluation, these quality mechanisms were followed.

The Teaching assessment (TAQ) for all faculty members was conducted in online mode through a questionnaire. The format of the questionnaire was modified to suit the online mode of instructions and the output was generated as a graphical representation instead of an absolute score. Course feedback was also taken online for all courses across both semesters. This feedback was taken back to the respective Board of Studies and Action Taken Reports were submitted.

Online teaching, learning, and examinations were conducted using LMS platforms like Gradeazy, Google Forms, and Podcasts. Despite the online mode, students were given access to their answer scripts, and their performance was discussed to help them improve in their subsequent assessments.

Keeping with the regular college calendar, SXCM had its annual Parent-Teacher Interaction on the ZOOM platform. Thus, SXCM kept its commitment to quality even during the lockdown year.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

St. Xavier's College, Mumbai (SXCM) stays committed in its quest for academic excellence, holistic development and contribution to nation-building by infusing dynamism in curriculum, pedagogy, and research. Being autonomous, SXCM has the flexibility to enrich its curriculum based on changing national and global requirements. The Programme Outcomes, Programme Specific Outcomes and Course Outcomes are clearly defined for all programmes and courses and displayed on the website.

This academic year, due to the pandemic, we transitioned to an online teaching-learning pedagogy by training the staff to engage students in this new learning pedagogy. Departments implemented online projects, at the undergraduate/postgraduate levels, conducted state, national and international level seminars, and conferences to update students with developments in various fields and provide opportunities to interact and connect with experts. The Board of Studies of each subject met online to review and strategize to implement and enrich the syllabi under the new norms. Students were given many opportunities online to develop subject specific skills in their curriculum and value-added courses. Students acquired additional credits by completing MOOCs through Coursera and Swayam. Online internships, extracurricular activities, and soft skill training helped in making students professionally confident and competent even in the pandemic year.

File Description	Documents
Upload additional information, if any	[View File](#)
Link for additional information	https://xaviers.ac/iqac/naac/#PO-PSO-and-CO

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

1

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

468

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

28

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

52

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

SXCM strives to provide a relevant curriculum that integrates academic excellence by incorporating crosscutting themes into our programmes. We offer courses across disciplinary boundaries and encourage students to experience integration in their personal lives and inclusion in their social contributions. The mandatory undergraduate course 'Giving Voice to Values' aims to examine and interrogate one's values, moral-ethical dilemmas that one could face in the process of decision-making and talk about harmony among the diversity of Indian culture. Our courses deal with Human values and ethics and Gender issues. Cross-faculty courses such as Psychology of Relationships sensitize Science students on subtleties in relationships. The special course on Environmental Studies dealing with awareness and sustainability is completed by all undergraduate students. The elective applied-component courses on Environmental Science are offered to final year B.Sc students. Students are exposed to professional ethics in their subject areas through relevant courses. A strict anti-plagiarism policy ensures academic ethics through a software-based plagiarism check of submissions during evaluation.

SXCM has designed its curriculum to create a community of individuals that are competent, ethical, have compassion for all, are committed to striving for social justice, harmony, environmental sustainability and will care for the marginalized.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

7

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

140

File Description	Documents
List of students enrolled	View File
Any additional information	View File

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

319

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	C. Any 2 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://naac.xaviers.edu/stakeholders-feedback/2020-21/
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following	A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://naac.xaviers.edu/feedback/atr-2020-21.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

1351

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

640

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

St. Xavier's College offers a range of programmes for undergraduate and postgraduate students with diverse backgrounds. To be equipped with pedagogical practices, the college tries to provide a platform for the intellectual needs of the students.

Through interaction in the classroom and observations, the shy learners based on information about their medium of schooling are encouraged to participate in the activities of the language lab. The language lab conducted several short-term activities for the students in the academic year 2020-21.

For academically advanced learners (70% or with a CGPA of 7), the college provided a platform for enrolling in the Honours certificate programme as an additional co-curricular activity. A total of about 50 Honours courses were offered by various departments of the college. A total of 998 students enrolled for the activity during 2020-21. Students were awarded one credit for 15 hours of work and a maximum of two credits were offered for the course work. The Honours certificate was awarded to 170 students across all undergraduate programmes. In addition, individual credit cards for all Honours activities were given to the participants.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sxcbom.com/honours-programme/

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/03/2022	3775	118

File Description	Documents
Upload any additional information	[View File]()

2.3 - Teaching- Learning Process

2.3.1 - Student-centric methods such as experiential learning, participative learning and problem-solving methodologies are used for enhancing learning experiences:

Since the inception of autonomy St. Xavier's College has prioritized the teaching-learning process with diverse methods. In 2020-21 the pandemic, online teaching posed challenges to experiential learning, especially in the laboratory. However, despite the challenges, several methodologies were employed in the virtual classroom to ensure the active participation of students in the teaching-learning process.

PowerPoint presentation, video resources, virtual labs/simulation, use of online software, animations, exhibitions, expert talks, databases, chalk and board, research papers/articles, group work, movies, videos, documentaries on OTT platforms, role plays, case studies, jam boards, and models were used by faculty to engage students for online teaching-learning.

Group discussions, peer learning, participative learning, flipped classroom methods, problem-solving methods, online Project-based learning, survey-based projects, MOOCs, debates, assignments, viva, discussion, and inquiry-based learning were used as the approaches for effective learning. Various online video conferencing platforms like Google meet, Zoom, YouTube lives, and Microsoft teams were used as a medium of communication during the pandemic year.

Experiments that were easy to perform at home were also encouraged. St. Xavier's College, Mumbai aims at the holistic development of students through experiential learning that forms an integral part of academics.

File Description	Documents
Upload any additional information	[View File]()
Link for additional Information	**Nil**

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

The use of effective teaching and learning methods has been the main strength of SXCM. Faculty have appropriately tailored their pedagogical methodologies to suit the visionary learner.

In 2020-21, due to the prevailing pandemic, the dimension of ICT usage shifted completely to an online system. The diverse approaches to teaching-learning were conducted using video conferencing platforms such as Google meet, Zoom, Microsoft teams,and YouTube. Diverse online repositories such as Google scholar, NCBI-PUBMED, and SHODHGANGA, were used by the faculty. The learning resources were made accessible to students on the learning management systems such as Google Classroom, Canvas, Microsoft teams, and Moodle. For the process of effective learning, faculty also created content such as YouTube videos and other E-content that were made available to students. Students were encouraged to enroll in various MOOC courses offered by NPTEL, PGPathshala, and Coursera. Checking for plagiarism in the assignments submitted has been an important part of the quality mechanism. Our faculty uses TURNITIN to check for any plagiarism in student assignments.

With this ITC mode of education, we, at SXCM, constantly work with information and technology like supporting, enhancing, and optimizing the delivery of evidence, statistics, and data while instructing our students

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://naac.xaviers.edu/photo-gallery/ict-enabled-classrooms-and-seminar-halls/
Upload any additional information	[View File]()

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

12

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	[View File](#)
Circulars with regard to assigning mentors to mentees	[View File](#)

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

St. Xavier's College, Mumbai plans all the academic, co-curricular, and extra-curricular activities for the upcoming year and documents them in the academic calendar for the year. The academic calendar was prepared by the college Academic board - the Principal, Vice Principals, Controller of Examination, IQAC Director, and Management. Furthermore, due care is taken to incorporate the gazette list of public holidays published by the Government of Maharashtra. Due to the prevailing COVID condition, flexibility in terms of dates was kept accommodating the instructions of the state government and the local authorities. The academic calendar is published on the website of the college as well as in the college handbook every year. The Academic calendar highlighted the dates of Continuous Internal Assessments (CIA-1 & 2), practical, and End Semester Examinations.

Teaching plans for odd and even semesters were prepared by the teachers for courses taught in consultation with the HOD and as per the academic calendar. The plan was communicated to the stakeholders and a copy was sent to the documentation center.

The academic schedule by the institution and the teaching evaluation plan by the individual departments provided an efficient execution of the curricular, co-curricular, and extracurricular activities.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	[View File](#)

2.4 - Teacher Profile and Quality

2.4.1 - Number of full-time teachers against sanctioned posts during the year

118

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	View File

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

63

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

1578

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

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

38

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	[View File](#)
Any additional information	[View File](#)

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	[View File](#)
Upload any additional information	**No File Uploaded**

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Examination procedures: All the Continuous Internal Assessments, End semester examinations, Additional (ATKT), and entrance examinations for the academic year 2020-21 were conducted in the Online mode due to the COVID 19 pandemic. Examination modalities included the use of Google forms, Gradeazy software. Proctored examinations were conducted using Google Meet and Zoom platforms. Faculty and students were provided adequate training to use these modalities.

Integration of IT: The ERP software called PEDegree, used in SaaS (Software as a Service) model covers all functions of the Examination Centre including Marks Entry by staff to the declaration of results, generation of marksheets generation of reports like course-wise graphical charts (bar graphs), toppers list (subject-wise and overall), etc. Data is saved in cloud-based servers immensely helped in carrying out the routine exam work and timely declaration of results. The ERP also allows secure log-in for students allowing them to see their marksheets and attendance.

A high-security convocation marksheet and passing certificate were initiated for the graduating students. Security features like an invisible logo and invisible signature of the principal (only visible under UV light), specialized borders, ghost marking, and non-replicable fluorescent logo are placed on the marksheets printed on non-tearable paper.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://sxcauto.silvodel.in/login.php

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

The programme outcomes (POs) are designed by the institution keeping in mind the principles of outcome-based education and aligned with the vision of the institution.

St. Xavier's College has formulated comprehensive, balanced, and clear Programme Outcomes for the various Programmes offered. The overarching theme is based on the pedagogical values of the revised Bloom's Taxonomy. Based on these Programme outcomes, the Departments have formulated the Programme Specific Outcomes (PSOs) and Course Outcomes (COs). This enables the general vision outlined in the POs to be concretized and converted to a deliverable through the COs. The same is discussed and deliberated in the Board of Studies (BOS) meetings in each Department. Inputs from the BOS and the Department Staff are taken into consideration when the COs are finalized. The COs and PSOs are re-formulated and restructured whenever syllabi are revised and passed by the BOS. The same is then approved by the college Academic Council.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	**No File Uploaded**
Link for additional Information	https://naac.xaviers.edu/po-pso-and-co/

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

The Course outcomes are specifically tailored keeping in view the Programme outcomes and pedagogical principles of Bloom's Taxonomy.

The college has mechanisms to evaluate student learning in compliance with the pedagogy of Bloom's Taxonomy. There are two formative assessments - Continuous Internal Assessments (CIA I & II) and a summative End Semester Assessment every semester. The faculty apply various methodologies for CIAs such as written tests, Quizzes, Presentations, Assignments, Projects, etc. to achieve the COs. There is a healthy mix of various assessment tools to ensure that every student can have a fair and just evaluative system. Assessment grids for marking Assignments, Presentations, and Projects are employed as a quality measure. This marking scheme is revised as per the pedagogy used. Regular feedback on course curricula, syllabi, and evaluation methodologies is sought from the students. The BOS reviews the question papers and evaluation methodologies. The progression of each student is well documented and is made available to the departments for analysis and course correction if required.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://naac.xaviers.edu/po-pso-and-co/

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1280

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire). Results and details need to be provided as a weblink

http://naac.xaviers.edu/ysr/2020-21/2_7_1_SSS.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The college has a well-defined policy for research and is recognized by Mumbai University for Ph.D. programmes in various disciplines namely: Ancient Indian Culture, History, Economics, Botany, Chemistry, Geology, Life Science, Microbiology, and Zoology. In addition to these departments, there are other research centres on campus such as Blatter Herbarium, Caius Research Laboratory, Heras Institute for History and Culture, and Nadkarny Sacasa Research Laboratory that provide the infrastructure and facilities for research. Faculty members recognized as Ph.D. guides in these subjects encourage student and faculty research activities. The infrastructure/equipment in the departments, as well as centres, get frequently upgraded through various grants from government agencies such as DBT and RUSA. Faculty apply and receive research grants for their projects from government funding agencies like DBT, UGC, and Mumbai University.

Multidisciplinary research activities are nurtured by encouraging inter-departmental collaboration amongst faculty members. Papers originating from such work are published in the Research Journal 'Xplore,' a UGC-Care listed publication of SXCM. Quality research conducted by our undergraduate and

postgraduate students is also published in 'Xplore'.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://xaviers.edu/main/images/college/research-policy.pdf
Any additional information	**No File Uploaded**

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	**No File Uploaded**

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	**No File Uploaded**
List of teachers and details of their international fellowship(s)	View File
Any additional information	View File

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

300.95

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	**No File Uploaded**

3.2.2 - Number of teachers having research projects during the year

6

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://naac.xaviers.edu/ysr/2020-21/criterion3/3_2_1_Proofs_Grants_2020_21.pdf
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

10

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

5

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	https://www.indiascienceandtechnology.gov.in/programme-schemes/societal-development/dbt-boost-university-interdisciplinary-life-science-departments-education-and-research-dbt-builder
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

St. Xavier's College, Mumbai has established internationally well-known centres to efficiently engage with and promote research culture among faculty and students which are as follows:

Blatter Herbarium: The herbarium, established in 1906 is internationally recognized for Taxonomic studies and allied branches in Botany.

Caius Research Laboratory: Founded in 1947, the laboratory initiated research work on medicinal plants of India. It facilitates various research projects in Biology, Chemistry, and Geology.

Central Instrumentation Facility: The facility was established

in 2006 under the DST-FIST grant houses state-of-the-art equipment used for research in college.

Heras Institute of Indian History and Culture: Founded in 1926, the institute provides support for research in the field of History, Archaeology, and Indian Art and publishes the half-yearly journal Indica.

Nadkarny-Sacasa Research Laboratory: It is one of the oldest research laboratories since 1932. It facilitates research in Organic and Inorganic Chemistry.

The departments of Botany and Microbiology (Palacios Research Laboratory) also have established research laboratories.

Entrepreneurship Cell: The cell was digitally launched on 3rd February 2019, by our Honourable Prime Minister under the aegis of Rashtriya Uchchattar Shiksha Abhiyan (RUSA), The E-Cell of SXCM, works towards fostering the spirit of entrepreneurship and skill development amongst students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://xaviers.ac/about-us/research

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

42

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

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory	B. Any 3 of the above

Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	[View File](#)
Any additional information	[View File](#)

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

9

File Description	Documents
URL to the research page on HEI website	https://xaviers.edu/main/research
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	[View File](#)
Any additional information	[View File](#)

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

12

File Description	Documents
List of research papers by title, author, department, and year of publication	[View File](#)
Any additional information	**No File Uploaded**

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

during the year

9

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://naac.xaviers.edu/ysr/2020-21/criterion3/3_4_4_Proofs_Books.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

81

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	View File

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

5

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	View File
Any additional information	No File Uploaded

3.5 - Consultancy

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

0.1605

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	View File
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The vision of St. Xavier's College, Mumbai (SXCM) is "an academic community dedicated to the holistic education of future leaders who will demonstrate innovation in their professional competencies, integration in their personal lives, and inclusion in their social contribution". We try to provide various support mechanisms to our students to experience and inculcate those values through the following channels:

1. Social Involvement Program (SIP):

https://xaviers.ac/student-support/social-involvement-programme

https://xaviers.ac/iqac/naac/#Best-Practices

SIP: Initiated in 1996 to make education more socially relevant. The students are encouraged to learn through direct involvement with our society.

2. Social Service League:

https://xaviers.ac/student-support/social-service-league

3. Xavier's Resource Centre for the Visually Challenged (XRCVC):

https://xaviers.ac/about-us/campus-units#XRCVC

4. All India Catholic University Federation (AICUF):

https://xaviers.ac/student-support/aicuf

5. Extension activities organized by Departments through various collaborations enable the students to make a connection with the subject of study and social values.

Through these outreach programmes, SXCM facilitates a platform for our students to learn, experience, and create awareness about their social responsibility so that they can contribute back to society and be responsible citizens.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	[https://xaviers.ac/about-us/campus-units#XRCVC](#)

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

4

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	View File

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

12

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

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

666

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

4

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

11

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipments, etc.

St. Xavier's College (Autonomous). Mumbai has a well-maintained, user-friendly, and excellent infrastructure, the facilities required for effective teaching-learning are more than the minimum requirement specified by statutory bodies.

Classrooms:

Spacious and well-ventilated classrooms for a comfortable environment for teaching-learning. The classrooms, conference rooms, seminar room, and multi-media rooms a furnished and ICT-enabled well with the facilities – LCD projector, LAN, wi-fi, audio system for conducting classes, seminars, conferences, workshops, and guest lectures. In addition, there are four studios for audio and video recordings.

Science Laboratories:

Laboratories are well designed for experimental learning such as Blatter Herbarium which contains the largest collection of plants in Western India; Caius Research Laboratory for Biological Sciences and Nadkarny-Sacasa Research Laboratory for Physical Sciences which connect academic research with industry.

Computer laboratories and computing equipment:

The college has well-equipped computer laboratories with video

conferencing facilities. The computer laboratories are well connected with LAN, wi-fi, and high-speed Internet.

Additional Infrastructure:

The college has a library, gymkhana, auditorium, language lab, hostel, canteen, separate common room for girls and boys, staff room, administrative offices, small health center, first aid box in all departments, photocopy center, lift, ramp for physically challenged students, UV water purifier, etc.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://xaviers.ac/about-us/photo-gallery

4.1.2 - The institution has adequate facilities for cultural activities, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

Besides academic pursuit, to develop the overall personality of the students, the institution has adequate facilities for cultural activities, yoga, sports, and games.

Facilities for Cultural Activities:

- A fully furnished, well-equipped, and spacious auditorium known as the Palacios Hall is available for cultural, co-curricular, and recreational activities with a seating capacity of 500 people. It is the main site for all the cultural events viz College Day, Ithaka, and the graduation ceremony.
- An open-air stage is in the first quadrangle, to host Jan fest, the flagship event of the Indian Music Group (IMG),so also in the third quadrangle for the programmes like poetry reading, and street plays

Facilities for Sports and Game:

- The college Gymkhana is known as the Fell Gymkhana, and it provides facilities for training and recreation for indoor sports and gymnasium and has full-size basketball and volleyball courts.
- The Xavier's Cricket Pitch is located at the Azad Maidan North End with a pitch size that is 40 m x 40 m.

Facilities for Yoga:

- **The Palacios Hall and the Fell Gymkhana are used for conducting yoga activities and fitness sessions. The college has been observing International Yoga Day since its implementation.**

File Description	Documents
Geotagged pictures	[View File](#)
Upload any additional information	[View File](#)
Paste link for additional information	https://xaviers.ac/about-us/photo-gallery

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

54

File Description	Documents
Upload any additional information	[View File](#)
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

7341273

File Description	Documents
Upload audited utilization statements	[View File](#)
Details of Expenditure, excluding salary, during the years	[View File](#)
Any additional information	**No File Uploaded**

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college library provides print and electronic resources. It

has a reference and a lending section with a total of 109518 books. The library subscribes to international and national journals, magazines, newspapers and has access to several e-journals and e-books through NLIST. The college library is partially automated with the user-friendly software provided by Algorithm Pvt. Ltd. Name of the ILMS software: SLIM, version: 21

- All in-house activities – cataloging, circulation, and indexing are being done with the software using several computers.
- An online database of the books and journals is maintained and access to these books is provided through Online Public Access Catalogue terminals in the library and a link on the college website.
- The library has a digital Institutional Repository for rare books and college publications through Library Digitization Project. TheCollege Magazinesfrom 1908 till dateand old syllabi are now available in pdf format.
- The book covers are scanned, and a PowerPoint file is sent to Knowledge Centre to be displayed on the digital notice board, to reach out to students on a campus-wide basis.
- Library tourorganized since June 2017 is recognized as one of the best practices of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://xaviers.ac/about-us/photo-gallery

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources	A. Any 4 or more of the above

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

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

313485

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

3

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The Computer Centre has ten fully equipped computer labs located across campus to support all the curricula. In 2015-2016, the center had 5 labs, consisting of a cybercafe, two IT labs, and one VC lab. Language lab is equipped with the latest language acquisition technology to cater to new and advanced learners of languages. The XRCVC is equipped with various screen readers, text to speech converters, Braille machines. IT facilities in the library include 9 computers of which 4 are used by students for surfing the net and 5 are used for OPAC. The Blatter, Heras, and Library are equipped with Scancraft scanners to digitalize and catalogue herbaria, heritage resources, and rare books. IT facilities are available for office staff to enable the smooth conduction of the admission process, transcript generation, and other administrative services. All departments of the college are

networked with fiber optics for enhanced collaboration between departments and there are ten servers on campus. Installation of CCTV cameras for enhanced security and five digital signage TVs on campus to broadcast vital information. The college has had tie-ups with Google and Microsoft Teams since 2010. Funds for the IT facilities available on campus arefrom DBT and RUSA.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://xaviers.ac/about-us/photo-gallery

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3775	314

File Description	Documents
Upload any additional information	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus	A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	[View File](#)
Upload any additional information	[View File](#)

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing	B. Any three of the above

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://xaviers.ac/about-us/photo-gallery
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

12191388

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – classrooms, laboratory, library, sports complex, computers, etc.

St. Xavier's College, Mumbai is committed to delivering the best infrastructure to all its departments and other functional spaces to safeguard the infrastructure requirements of teaching-learning and other processes as specified by the statutory bodies both in terms of quantity and quality. The Infrastructure Management policy has been formulated for managing infrastructure through need analysis considering the guidelines of statutory bodies and developments in technology including educational technology; procurement of infrastructure ensuring its quality and cost; timely up-gradation; proper accounting and safeguarding by assigning inventory numbers to each equipment and maintaining asset record, upkeep of the equipment through regular cleaning, preventive and corrective maintenance including AMCs and writing off of obsolete equipment.

- The infrastructure and equipment are maintained by the Administrator's office on campus. Regular maintenance is conducted via AMCs as well as routine checks of electrical equipment, water purifiers, sewage, and

- **garbage disposal.**
- **Laboratories and classrooms are cleaned regularly by support staff in the Administrator's office.**
- **Library, computer center, gymkhana, multi-media center, hostel, and wellness center take care of all affairs associated with them.**
- **As a part of green initiatives, importance is being given to sustainable power generation, waste management, and rainwater harvesting.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://xaviers.ac/about-us/policies-procedures

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

0

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	[View File](#)
Upload any additional information	[View File](#)

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

127

File Description	Documents
Upload any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

5.1.3 - The following Capacity Development | A. All of the above

and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

File Description	Documents
Link to Institutional website	https://naac.xaviers.edu/ysr/2020-21/criterion5/5_1_3_CapacityDevelopmentSkill.pdf
Details of capability development and schemes	View File
Any additional information	No File Uploaded

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

291

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	View File

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

111

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

130

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

24

File Description	Documents
Upload supporting data for students/alumni	[View File](#)
Any additional information	[View File](#)

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

42

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	[View File](#)

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The Student Council, by its representation on key committees, plays a key role in helping college management provide better facilities and academic environments to its stakeholders.

1. **IQAC: As part of this committee, the Student Council takes feedback from all the students about available facilities, social environment, and academics through its representatives. And makes suggestions for the betterment of these activities. This year a list of suitable departmental activities was suggested to the SIP department. It helped to stockpile information and feedback regarding courses provided by the college.**

2. **Infrastructural Developments: As part of this committee, SC draws the attention of the college administration to the hitherto unaddressed needs of the student community. It had been instrumental in the installation of soap dispensers in all the washrooms on the college campus and of sanitary napkins disposal bins in the women's Washrooms.**

3. **Grievance redressal portal: A Grievance portal was added to the official website of the college to collect student complaints/suggestions regarding life on the campus. Such entries are directly reported to the Principal.**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

5.3.3 - Number of sports and cultural events / competitions organised by the institution

12

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

St. Xavier's College Association is more than one hundred years old and was registered in 1964. This Association was managed by alumni till 2018. The management and staff of the XDP are run by college alumni, and keep the goals of the Alumni Association in mind, while also attending to the major task of fundraising. The XDP manages the alumni website, whose aim is manifold: to create a connection with the alumni, to provide ongoing information about college academic programmes and cultural events, and to raise funds for various infrastructure development projects. Digital copies of all the college magazines starting from 1908 are accessible on the website. The "Weekly Connect"—a weekly event update—is uploaded every week. There are more than 5,800 alumni who registered on the website. On important occasions, e-bulletins are mailed to all those on our mailing list. The college social media handles are also used to promote XDP website material. The XDP is currently led by the Rector Dr. (Fr.) Keith D'Souza S.J., an alumnus, is in the process of expanding its goals and outreach, to create a mutually enriching relationship between the college and its alumni.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://alumni.xaviers.edu

5.4.2 - Alumni's financial contribution during the year	C. 5 Lakhs - 10 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

St. Xavier's College, Mumbai is dedicated to the holistic education of future leaders who will demonstrate innovation in their professional competencies, integration in their personal lives, and inclusion in their social contribution. The mission of the college is to facilitate training for professional innovation, foster the cultivation of personal integration, and encourage advocating social inclusion. To achieve this, the college offers courses on giving voice to values, human rights, and environmental studies. The Student Beneficiary Fund provides financial support to economically deserving students. The Commerce section (evening shift) provides education to motivated but less privileged individuals of our society. Periodic reviews conducted over the years revealed the following strengths of the college:

Ø Successful engagement of stakeholders (students, faculty, non-teaching staff, and parents) in bringing to life a clearly articulated vision.

Ø Sensitivity of the Leadership toward others and contributing to a culture of empathy and inclusion.

Ø Conducive environment cultivated for accessibility to management and open communication.

Ø Financial management efforts to ensure that salaries are disbursed on time. Financial assistance is given to those in need.

Ø Faculty are empowered through regular training and are granted leave to participate in faculty development programmes.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://xaviers.edu/main/governance

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

St. Xavier's College acknowledges that participative management and decentralization of power in everyday activities are important. SXC has over thirty committees to ensure the smooth running of the college. These include areas such as academics/ administration/ cultural development/ social involvement/ inclusion. Each committee is appointed by the Principal, according to the interests and competence of the faculty members. The committees draw on the expertise of the Principal and the Vice-Principal, who themselves function as convenors of statutory committees, academic councils, and governing bodies. The committees help to manage the various centres, associations, academies, programmes, and leagues that are further led by student bodies selected through rigorous interview processes, which increase the outreach of the college through this highly effective model of decentralization. All financial matters are discussed in advance with the Treasurer who is a member of the governing body of the college and the trust. The faculty are rotated between various committees to ensure that there is no stagnation or proprietorship seeping into their attitude. We thus see that there is an interconnection, a semiautonomous decentralization, and integral participative management in the functioning of the various bodies on campus.

File Description	Documents
Upload strategic plan and deployment documents on the website	<u>View File</u>
Upload any additional information	**No File Uploaded**
Paste link for additional Information	https://xaviers.edu/main/userfiles/media/default/strategic-plans-for-2020-2025.pdf

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The following are the suggested initiatives successfully implemented.

1) A new certificate course "Introduction to Basic Python" was introduced. Despite the Covid situation ten students registered and completed the course

2) St Xavier's College, Mumbai in collaboration with the emlyonbusiness school signed an MoU for starting a learning hub to collaborate on academic and research programmes, train management professionals, and develop entrepreneurial skills among students.

3) The Wellness Centre (https://wellness.xaviers.edu/) helped students through its activities. However, with the lockdown, the format of activities changed. Students needed counselling for problems like depression and chronic anxiety during the corona pandemic (https://wellness.xaviers.edu/#h.p_3jMSIYPXExto). The Wellness Centre continued this with one professional counsellor available via the phone. It shifted focus to building positivity through online activities through four student groups, the Students' Support Group (SSG), the Open Music Evenings (OME), the Theory Club (TC), and Humans of Xavier's.

4)The management-run Xavier Development Programme (XDP) has assumed the responsibility of being in touch with the alumni. The XDP, via its website https://alumni.xaviers.edu continues to be in touch with more than 15,000 alumni who have been listed on the alumni website. Greetings event invitations and

newsletters were sent out on special occasions.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://xaviers.edu/main/userfiles/media/default/strategic-plans-for-2020-2025.pdf
Upload any additional information	View File

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

The functioning of SXC is based on a hierarchy that is evident in the organogram. At the top is the governing body (GB) of the Trust SXC. The GB of the college reports to the Trust on key issues and forms the link between the Trust, GB, and the college officials. The Principal forms the connecting link between various statutory bodies on campus and the GB of the college. The Treasurer, Registrar, Head of departments, and convenors of key committees directly report to him. However, as decentralization plays a significant part in the operation of the college, SXC appoints 3 Vice Principals (VP) to oversee the daily administrative issues on campus and an Academic VP (usually the IQAC coordinator) to take care of all academic matters. The Registrar is overall in charge of the non-teaching staff. Faculty and non-teaching staff of a department/library and others report to the Head/In-charge. All the Statutory bodies on-campus function as per the norms set down by the UGC / University of Mumbai. The Academic Board, a non-statutory body, was constituted to assist the Principal in tackling issues that may come up in the day-to-day operation of the college.

File Description	Documents
Paste link to Organogram on the institution webpage	https://xaviers.edu/main/images/college/organogram.pdf
Upload any additional information	View File
Paste link for additional Information	https://xaviers.edu/main/policies

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The college pays monthly salaries on time to all staff, irrespective of whether the salary grants are released by the government at the scheduled time. To ensure this, the college pays out a substantial amount of interest to the bank for an overdraft facility used by the college against fixed deposits that are pledged for the same.

- Interest-free loan advances against salary and festival advances have been extended on request to well over 75% of the non-teaching staff and several teaching staff.
- Special consideration for admission of the children of all staff to the college, via the
- management quota.
- Reimbursement of 50% of the premium amount paid by any non-teaching staff towards
- his/her Mediclaim.
- Payment of a lump sum of Rs. 1000/- per child of a non-teaching staff member (for a maximum of two children) as part of their children's tuition fees.
- Book grant for individual teachers.
- The College has a Wellness Centre which has qualified counselors. The Wellness Centre provides a 50% discount to children of the faculty and nonteaching staff for psychometric assessment.

Amenities such as Gym, Photocopying center, Bank branch, purified water dispensers, and many other facilities are provided on campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of membership fee of professional bodies during the year

5

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

10

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	View File

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

51

File Description	Documents
Summary of the IQAC report	[View File](#)
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	[View File](#)
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

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 internal reviews in August/September and January/February every year are part of this process. The audit examines the revenues generated in terms of fees, grants, donations, and rents from the use of space 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, twice a year. The college, registered under the Maharashtra Public Trust Act, 1950 conducts a statutory External audit by Chottalal H. Shah and Company. The bank and fee reconciliation statements and the utilization of grants received are verified. Expenses incurred on infrastructure improvement are verified against quotations invited and resolutions passed. We are also subject to annual scrutiny by the IT Department, a statutory GST Audit, and the State Senior Auditor. The audited financial statements are submitted to the JD office and the Accountant General (AG) office, Mumbai. The AG audit was not conducted last year due to the pandemic.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	[View File](#)
Any additional information	[View File](#)

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The Trust that runs the college has budgetary protocols to meet the various needs of the college. The Governing Bodies of the Trust and the College, the Principal, the Finance Committee, and the Purchase Committee work in tandem to optimally use the resources.

Government Funds: The institution is vigilant in mobilizing funds from various Government schemes and has received Central Government funds such as the UGC, RUSA, DBT, and ICHR.

Non-Government Funds:

The institutional leadership and various stakeholders take initiatives to mobilize various resources as and when required for the effective functioning of the College. The college Student Beneficiary and dedicated Scholarship Funds take care of students who have extremely limited financial resources. The Xavier's Resource Centre for the Visually Challenged which is a support service for persons with disabilities and is a part of St Xavier's College mobilizes its resources for its diverse activities aimed at promoting the holistic development of persons with disabilities. These resources are mobilized through project funding (CSR, donors, and trusts) and as donations from individuals and other resources. The college has a "Vision for Staff Development Fund." which helps to pay the staff salaries every month on a fixed date.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://naac.xaviers.edu/ysr/2020-21/criterion3/3_2_1_Proofs_Grants_2020_21.pdf

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Practice 1- Upgradation of laboratory and administrative infrastructure

1) To keep pace with the changing nature of the learner andto encourage the usage of education technology the IQAC focused on upgradation of laboratory infrastructure. High end instruments water analyzerand Auto Haematology Analyzer (to count blood cells) were purchased for thezoology laboratory to give direct experience to students and use in projects. A Galvanostat was purchased for the chemistry department for electroanalytical experiments and corrosion studies.

2) Thirty computers purchased were distributed to various departments, libraries, and e-cell to facilitate academic and administrative work.

Practice 2- Upgrading research skills of teachers and students.

The six-days Faculty Development Programme was arranged to deliberate and discuss the emerging trends in research methodologies to re-ignite the spirit of fact finding and problem solving among faculty and students. Parallel sessions on various aspects of Research Methodology were addressed for Science and Arts/Commerce were conducted for Faculty, Ph.D. scholars and PG students which was well appreciated.

Practice 3 - Add-on credit

An add-on credit would be awarded to students completing Swayam/NPTEL Courses. UG student - 6 credits (or equivalent)

across 3 years; PG student - 4

credits (or equivalent) across 2 years.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://xaviers.ac/iqac/

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Feedback on Teaching:

The Teaching Assessment Questionnaire (TAQ) is a tool used in SXCM to assess teaching of all courses in the curricula to ensure faculty accountability. In its current format, it is administered online as against a manual administration till 2019. 2020-2021 being the pandemic year teaching learning process was completely online. Hence the TAQ was completely revamped to assess the online teaching learning process. TAQ graphical outputs (due to the pandemic year 2020-21) of each course is discussed with the concerned teacher by the VP academics which helps the faculty in improving the teaching methods.

Feedback on performance:

Internal as well as end semester assessments arediscussed with students who are shown their answer papers along with modelanswers before the results are declared, ensuring that errors in marking aredetected and that the system is transparent. Departments are provided with statisticaldata of class performance in each course as class dynamics varyfrom batch to batch, this is a helpful indicator of the difficulty level thatthe class can manage and help the faculty customize the teaching-learning-evaluation approach for the batch in the following semesters.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://xaviers.ac/iqac/

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)	A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://xaviers.ac/iqac/
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

SXCM has always taken initiatives to ensure Gender sensitization and Gender equity on campus. For the safety and security CCTV coverage, lady security personnel, committees such as the Women's Development Cell (WDC) and Internal Complaints Committee to address gender-based grievances. SXC has a separate common room and washroom facilities for girl students, with a sanitary napkin vending machine. In the academic year 2020-2021 despite the lockdown, activities for gender sensitization were organized in an online mode. A self-defense workshop by Ms. Dipika Vaz from Krav Mega Global, for girl students, was organized on 3rd March 2021. A programme to

sensitize teaching staff towards gender-related issues was conducted, Ms. Shilpa Bhatia, Advocate Mumbai High Court was the resource person. Dr. Dhananjaya Saranath, Consultant - Molecular Medicine, was invited to talk on Breast & Cervical Cancer Awareness to the female staff of SXCM. 'Let's Talk': a bonding and sharing session on lockdown-related stress management for female staff was organized by the WDC. On International Women's Day, Dr. Fabian Almeida, Consultant Mental Health, and Behavioral Sciences were invited to deliver a talk on Wonder Women: The Age of Superheroes. Gender equity has always been a priority at SXCM.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://naac.xaviers.edu/ysr/2020-21/criterion7/7_1_1_Gender_Sensitisation.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	C. Any 2 of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

SXC, Mumbai is committed to caring for the environment. There is a segregation of dry and wet waste to facilitate the recycling of biodegradable and non-biodegradable waste. A vermicompostingbin is set up for composting raw vegetable waste and wet waste from the college kitchen. With packaged products on the rise, tetra Pak recycling was taken up along with RUR. Multi-Layered Plastic waste (MLP) is collected and handed over to Safai Bank of India which uses MLP in road building materials. The Xavier's Environmental Committee instituted in November 2019 looks at the challenges of sustainable campus management. An environmental policy document for the college

also has guidelines to reduce and manage waste and energy usage during campus festivals. A greywater treatment plant has been set up in the hostel building. Water from the hostel bathrooms is treated by electrocoagulation and used in the toilet flushes.

However, 2020-2021 being a pandemic year, all these facilities on campus were not functioning. The entire year campus was not available for staff or students, but some online webinars were conducted for Environmental awareness and sensitization for sustainable development.

Video Link:

Waste Management at SXC:https://youtu.be/xTIpqySHhNY

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File](#)
Geotagged photographs of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above

File Description	Documents
Geotagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles**	D. Any 1of the above

2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms	A. Any 4 or all of the above

Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	[View File]()
Policy documents and brochures on the support to be provided	[View File]()
Details of the software procured for providing assistance	[View File]()
Any other relevant information	[View File]()

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities (within a maximum of 200 words).

SXCM believes in inclusive education focusing on regional, linguistic, secular, and economic inclusion. The student admissions in various streams reflect the intake of students from all over the country, on average 20% of students are from outside the state. The Language Lab helps students from rural and non-English speaking backgrounds to adjust to college life on campus. Socio-economic inclusion is upheld by the Student Beneficiary fund and the Commerce section conducting lectures in the evening for students from lower-income households to help consolidate their education.

Inter-Faith services are held on St. Ignatius Founder's Day and Feast of St. Francis Xavier. Events to promote social inclusion were held online in 2020-21, such as 'Kavi Sammelan' with the theme 'Interdependence and Harmony' on 15th August 2020, 'Reverberations' on 15th April 2021, a panel discussion on 'Global Solidarity towards Social Harmony', the Harmony Concert on 25-26 July 2020 celebrating the spirit of Harmony. The Laughing Hippo a blog by DIRS chooses a theme on inclusion every month viz LGBTQ and KrupayaDhyaan De, a Podcast for open

discourses, for new perspectives, and to promote a culture of inclusion.This reveals that SXCM has always taken the initiative in providing an inclusive environment.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

Instilling and inculcating constitutional values amongst students is a primary objective of the teaching fraternity of SXCM. Courses on Values and Human Rights are compulsory for all first-year students. Besides these, events were held to promote awareness of constitutional rights. This year, 2020-21 being a pandemic year, the events were held on an online platform.

To list a few, a lecture on Dr. B. R. Ambedkar on Article 14; a talk on 'Role of Dissent in Democracy and the Laughing Hippo blog, Department of Inter-Religious Studies (DIRS) of the college on themes based on Articles 14, 15, and 17 of the Indian Constitution. Issues like rights of the tribals, police brutality and constitutional rights, and rights of the LGBTQ community were also taken up. The Political Science department organized talks on the Constitution of the United States, US Presidential elections, national integrity as mentioned in the Indian Constitution, and the security of the nation.

Moreover, the practical exposure to implementing these values is also done through the SIP and other associations such as the Social Service League, the All-India Catholic University Federation, and the DIRS.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed	A. All of the above

code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

At St. Xavier's College, Mumbai, international and national festivals and important days, birth and death anniversaries of national leaders are observed with reverence and in keeping up with the tradition of internalizing the message given by these leaders.

The academic year 2020-2021 was a year of lockdown due to COVID 19 pandemic and all events were organized online. Yoga Day was celebrated as a week-long lecture series. Independence Day and Republic Day were celebrated for the first time with an online flag hoisting ceremony. The chief guest on15thAugust2020 was Dr. Gautam Bhansali, a COVID 19 Task Force member, and a Consulting Physician at Bombay Hospital. Maharashtra Divas and Kamgar Din were celebrated on 1st May 2021 by the Marathi Vangmay Mandal on an online platform. On 2nd October, Gandhian values were discussed as part of Gandhian studies. Dr.B. R. Ambedkar Jayanti on 14th April 2021 was celebrated with a talk on Article 14 of the Indian Constitution.

Dr.Fabian Almeida was invited to talk on Wonder Women: The Age of Superheroes on 8th March 2021 to celebrate International Women's Day. An interview was conducted with Mr. Stalin D an environmental activist on 5th June 2020 to celebrate World Environment Day.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best Practice 1: Support systems developed to withstand the pandemic situation

1. Title of the Practice

Best Practice 1: Support systems developed to withstand the pandemic situation

2. Objectives of the Practice (20 words)

To build positivity among students during the pandemic situation by providing a platform for communication and a conducive online academic atmosphere.

3. The Context (30 words)

Coping with the pandemic situation personally and academically was a challenge never encountered before. SXCM created mechanisms to provide all possible support to the students.

4. The Practice (50 words)

The Wellness Centre started a Helpline with professional

counsellors, faculty members, and Jesuits. The Student Support Group organized various activities and Corona Conversations. The Language Lab continued its remedial classes and language-centric workshops in an online mode. The library conducted online tours of the library, scanned and emailed material for reading.

5. Evidence of Success (40 words)

All the entities of SXCM contributed to helping students to cope with this unforeseen situation. Teaching staff attended webinars to hone their teaching skills in an online system, SBF extended financial aid, and the Wellness Centre with its constant presence.

6. Problems Encountered and Resources Required (30 words).

Networking was a hurdle faced as people were confined to their homes and could only extend themselves to an extent to achieve the desired results.

7. Notes (Optional) (30 words).

Members of our Jesuit community trained in counselling also collaborated to extend their expertise on a macro level. The institutional best practices helped society to cope with the pandemic.

Best Practice 2:

1. Title of the Practice: Student Inclusion Cell (SIC)

2. Objectives of the Practice (20 words)

To foster inclusion by organizing events and projects that aim at universal design and accessibility within the college campus.

3. The Context (30 words)

In 2020-21, albeit in an online mode, all activities of the cell focused on embracing diversity, myth-busting disability, and exploring gender constructs in an academic setup.

4. The Practice (50 words)

The cell is comprised of four departments: Media and PR, Events, The Writers Pool, and Accessibility Notice Boards. An Instagram portal for posting weekly content covering varied topics on diversity, Honours Programme on 'Discourse in Diversity', lecture series, and poetry competitions on inclusion were organized.

5. Evidence of Success (40 words)

SIC has broadened its horizons on the theme of inclusion and diversity, promoting it and leaving the audience with inquisitiveness, curiosity, positivity, and a whole new spectrum of information, perspectives, and knowledge.

6. Problems Encountered and Resources Required (30 words)

A change in the societal mindset and the academic sphere is needed where inclusion does not mean helping but is more enabling.

File Description	Documents
Best practices in the Institutional website	https://naac.xaviers.edu/ysr/2020-21/criterion7/7_2_1_Best_Practices.pdf
Any other relevant information	https://naac.xaviers.edu/ysr/2020-21/criterion7/StXavier_s_Mumbai_COVID-19_Response.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Transparency in Teaching-Learning-Evaluation during the lockdown situation

SXCM has always adopted various mechanisms to ensure transparency and quality in Teaching, Learning, and Evaluation. In the academic year 2020-2021, despite lockdown and the online mode of teaching and evaluation, these quality mechanisms were followed.

The Teaching assessment (TAQ) for all faculty members was conducted in online mode through a questionnaire. The format of the questionnaire was modified to suit the online mode of instructions and the output was generated as a graphical representation instead of an absolute score. Course feedback was also taken online for all courses across both semesters. This feedback was taken back to the respective Board of Studies and Action Taken Reports were submitted.

Online teaching, learning, and examinations were conducted using LMS platforms like Gradeazy, Google Forms, and Podcasts. Despite the online mode, students were given access to their answer scripts, and their performance was discussed to help them improve in their subsequent assessments.

Keeping with the regular college calendar, SXCM had its annual Parent-Teacher Interaction on the ZOOM platform. Thus, SXCM kept its commitment to quality even during the lockdown year.

File Description	Documents
Appropriate link in the institutional website	https://naac.xaviers.edu/ysr/2020-21/criterion7/7_3_1_Institutional_Distinctiveness...pdf
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

The IQAC Action Plan for the academic year 2021-2022 comprises the domain of teaching-learning evaluation and research-industry collaboration, social outreach, and the proposed National Education Policy (NEP).

New innovative strategies for classroom engagement and evaluation are to be developed to reach out to the students better in the online mode.

Online/offline workshops for new teachers and all teaching staff on career advancement, code of conduct, mentoring, and teaching values as well as for non-teaching staff on tobacco awareness during the pandemic, use of Word and Excel, and Team building.

Quality mechanisms like feedback systems to be made more relevant to the changing academic outlook. Reorganization of

Social Involvement Programme, Extracurricular credit, and internships for Third-year students, keeping with new requirements and timelines due to the pandemic. New online Diploma/Certificate courses are planned to help skill development.

Commemoration of 75th Year of India's Independence Azadi Ka Amrut Mahotsav in collaboration with reputed institutes. Science Day celebration to foster scientific thinking among school students and awareness programs on COVID 19, cancer, and tobacco for college students.

Foster and promote the spirit of college research and prepare SXCM for the upcoming NEP through workshops on CBCS, POs, and COs.