

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the year (for example 2013-14)

2013-14

1. Details of the Institution

1.1 Name of the Institution

St. Xavier's College, Thumba

1.2 Address Line 1

St. Xavier's College P.O.

Address Line 2

Thumba

City/Town

Thiruvananthapuram

State

Kerala

Pin Code

695586

Institution e-mail address

principalthumba@yahoo.com

Contact Nos.

0471-2705254

Name of the Head of the Institution:

(Dr) Fr. Sunny Jose

Tel. No. with STD Code:

0471-2704267

Mobile:

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Name of the IQAC Co-ordinator:

Dr. Tessy Chacko P

Mobile:

9447864252

IQAC e-mail address:

iqacsxc@gmail.com

1.3 NAAC Track ID(For ex. MHC0GN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/59/RAR/17 dated 21.4.2012

1.5 Website address:

www.stxaviersthumba.org

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	80.70	2004	5
2	2 nd Cycle	B	2.70	2012	5
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

10.11.2004

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2012-13 submitted to NAAC on 18.01.2106
 ii. AQAR _____ (DD/MM/YYYY)
 iii. AQAR _____ (DD/MM/YYYY)
 iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private
 Affiliated College Yes No
 Constituent College Yes No
 Autonomous college of UGC Yes No
 Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women
 Urban Rural Tribal
 Financial Status Grant-in-aid UGC 2(f) UGC 12B
 Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (PhysEdu)
 TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

University of Kerala

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

UGC-Innovative PG programmes

(Specify)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

8

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

1

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

12

2.10 No. of IQAC meetings held

2

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

- Intellectual Property Rights
- Harassment of Women and Children
- Higher Education in Kerala
- Chemistry of nanomaterials
- Women empowerment

2.14 Significant Activities and contributions made by

- ❖ Worked out a strategic plan and led an awareness campaign to make the campus green and plastic free
- ❖ With the support of Staff, alumni and other well-wishers we extended the scope of Noon meal scheme and financial support to include more deserving students.
- ❖ Two new teachers inducted in different departments
- ❖ To improve the employability and skill development of the students the college continued to conduct Additional skill acquisition programme (ASAP)
- ❖ To ensure the overall development of students we maintain a full time counsellor and provide an opportunity for every student to meet the counsellor as and when they feel.
- ❖ To enhance the existing practice of ICT enabled learning through student seminars, on line submission of student's details and CA marks Seminar Rooms in every block of the college with LCD projectors and computers were set up.
- ❖ Since Government nod is mandatory to start new courses we applied for UG courses, PG courses and add-on courses.
- ❖ Media Club organized discussions on films bringing people from the field.
- ❖ Intercollegiate sports, elocution and recitation competitions were conducted.
- ❖ In collaboration with the Career guidance cell of the college we organized a number of training programmes to qualitatively improve the competence and confidence of our students.
- ❖ Computer with internet facility was made available at the Library for students benefit.
- ❖ Collaborated with different departments in the institution to organize Seminars in their respective field to improve the intellectual quotient of the students.
- ❖ Carried out Outreach programmes in 'Fathimapuram', the adopted village.
- ❖ Capacity building and knowledge sharing sessions were organized for Staff both teaching and non-teaching separately.
- ❖ Scholar Support Programme for weak students started with the support of state government
- ❖ A National Seminar was organised on Harassment of Women & Children
- ❖ New post graduate course started in Commerce
- ❖ Seminar on 'Intellectual Property Rights' organised in collaboration with KSCSTE.
- ❖ Golden Jubilee Celebrations of the college inaugurated
- ❖ 'Earn while you learn' Scheme introduced with the support of Commerce Dept.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan Action	Achievements
<ul style="list-style-type: none"> • Organize Faculty Development programmes for both teaching and non-teaching staff. • Encourage the departments to conduct national/ International seminars, exhibitions workshops etc. • Reenergize the activities of various Clubs. • Create awareness about gender issues 	<ul style="list-style-type: none"> ❖ One day seminar for nonteaching staff on Computer literacy. ❖ Training for teaching staff on using technology for learning ❖ Seminar for staff on IPR with the support of KSCSTE ❖ Seminar on 'Gender Sensitization for a whole society' ❖ Nature club conducted a Symposium, Quiz competitions and Poster competition on various topics related to environment and allied subjects. ❖ National seminar by WSC for students on Harassment of Women & Children. ❖ Eight departments organized seminars for faculty and students on various topics
Introduction of new courses	<ul style="list-style-type: none"> ❖ PG courses and – UG courses sanctioned by the university and awaiting for Govt. concurrence. ❖ Additional Skill Acquisition Programme is successfully continued. ❖ Post Graduate course M.Com started ❖ SSP started with the support of state govt.
Intercollegiate/departmental competitions	<ul style="list-style-type: none"> ❖ Intercollegiate elocution competition conducted ❖ Intercollegiate recitation competition conducted ❖ Football match with SBT Team ❖ Kerala University Football, Handball and cricket tournaments were held. ❖ Interdepartmental Quiz, Elocution, Football, Cricket competitions were organized
Motivate faculty members to apply for research guideships and take up new research projects	<ul style="list-style-type: none"> ❖ Dr. Santhoshkumar, Dept. of BMMC got research guideship in Kerala University. ❖ There are three on-going research projects ❖ Faculty members published papers in National and International journals. ❖ Faculty members attended Seminars and Conferences at regional and national level in their fields.
Make the campus eco-friendly	<ul style="list-style-type: none"> ❖ Students were given awareness regarding protecting the nature and national resources. ❖ Nature club took initiative in planting tree saplings to make the campus green. ❖ Organized campaign to avoid using plastic in the campus ❖ NSS volunteers started vegetable cultivation

Extension Programmes	<ul style="list-style-type: none"> ❖ Organized two orientation programmes for the students of our neighbourhood on study skills. ❖ Medical Camp and Blood donation campaign arranged by NSS ❖ Survey on the impact of visual media on the people of Trivandrum district by the Media Club ❖ Focus group discussions on domestic Violence in coastal villages by women studies centre ❖ Awareness Class on AIDS ❖ Balamela organized for neighbouring school children by XOS ❖ Seven days camp arranged by NSS in Perumathurai village ❖ De-addiction awareness drive which began the previous year was continued at Fathimapuram, adopted village.
New cricket stadium joint venture with Kerala Cricket Association	<ul style="list-style-type: none"> ❖ Construction of new cricket stadium in the college campus is nearing completion.
Alternative sources of electricity	<ul style="list-style-type: none"> ❖ Solar panel installed for Library Building

* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

<ul style="list-style-type: none"> ❖ Interior modifications and allied facilities at Women's Hostel were arranged. ❖ Construction of the cricket stadium and new gate is under full swing ❖ New Computer lab with a seating capacity for 35 is fully operational for students use. ❖ ASAP is continued with focus on developing the skills of selected students ❖ National Seminar organised with the initiative of Women's Studies centre ❖ SSP started for selected students ❖ New post graduate course in commerce started ❖ Solar panel installed for Library Building ❖ One full time counsellor was appointed. ❖ Noon meal scheme and financial support are available to deserving students. ❖ Extension programmes like Blood donation camp, Balamela, Awareness Campaign under the guidance of NSS, NCC ❖ Inter collegiate cricket, football and handball matches were conducted. ❖ Intercollegiate elocution, recitation competition were arranged. ❖ Seminars organized at institutional level. ❖ Under the initiative of nature club took steps to make the campus eco-friendly. ❖ To improve the existing sports facilities the management tied up with Kerala Cricket Council and began special coaching for aspiring cricket players. ❖ Construction of the new cricket ground with 9 pitches is nearing completion ❖ The Botanical garden of the college was given a facelift by adding new varieties of plants and painting the outer wall.

- ❖ The college Canteen was renovated with a purpose to provide the students with more space and light.
- ❖ The interior designing of the stage of the college was modified to give a festive look.
- ❖ A new set of washing sinks were built near the cooperative society for students as per their request to have more facility.
- ❖ More benches were built and placed in the inner quadrangle to provide space for students to relax and study quietly.
- ❖ A new compound wall was built around the Ladies Hostel to provide safety for girl students.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	1	1		
UG	8			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				2
Total	9	1		2
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	10
Trimester	
Annual	

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback :Online Manual Co-operating schools (for PEI)

*Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Since the college is affiliated to the University of Kerala, University has a general pattern of updating the syllabus every 3 to 4 years. University gives greater thrust to communicative English and training in soft skills to make the students competent and employable.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

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Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
32	12	19	-	1

2.2 No. of permanent faculty with Ph.D.

20

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
2	19							2	19

2.4 No. of Guest and Visiting faculty and Temporary faculty

19

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		12	3
Presented papers		10	1
Resource Persons			3

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Scholar Support Programme is introduced
- Online submission of CA marks
- Opted Latin as second language besides Hindi and Malayalam
- Orientation for Fresher's to help them cope with campus life
- Remedial classes for weak students
- Soft skill training and capacity building sessions for students
- Special incentives and scholarships to those who perform better
- Students conduct seminars using Power Point Presentations
- Weak students are accompanied by competent staff to help them overcome their difficulties
- Additional skill Acquisition Programme is in progress

2.7 Total No. of actual teaching days during this academic year 182

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) Printed questions paper is provided to each student for internal examination

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 4 5 3

2.10 Average percentage of attendance of students 87.7

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Malayalam And Mass Communi.	32	-	46.9	21.7	-	68.6
BA History	42	7.1	28.6	9.5	-	45.2
BA Economics	36	11.1	19.4	22.2	-	52.7
B.Sc Mathematics	33	9	45.5	9	-	63.6
B.Sc Physics	35	14.3	57.1	11.4	-	82.8
B.Sc Chemistry	37	13.5	37.8	10.8	-	62.1
B.Sc Botany and Biotechnology	24	16.7	37.5	20.8	-	75
B.Com	60	8.3	51.7	20	-	80
M.Sc Physics	13	7.7	53.8	23	-	84.6

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

IQAC suggests improvements in Teaching and Learning processes based on feedback from stake holders

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	3
UGC – Faculty Improvement Programme	1
HRD programmes	
Orientation programmes	

Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	2
Others	6

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	15	9	-	9
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Achievements of our people in research related areas are often publically recognized and the person concerned is honoured.
- Dr. Iris Koileo, Dept. of BMMC was retained as a resource person for pronunciation training and orientation course for Rainbow RJ in All India Radio, Kochi.
- Dr.Santhosh Kumar T.K. continues to a member of International Society for Inter disciplinary studies and is the Honorary Editor, Sthithi, and Malayalam monthly.
- Dr.Santhosh Kumar T.K. is made a guide for doctoral research in Malayalam at Kerala University.
- Encouraged students to be original and scholarly in their paper presentations/assignments
- Fr. Dasappan V.Y., Dept. of English is the subject expert of Latin under SCERT, Kerala.
- More members of the faculty are encouraged to take up research projects minor or major.
- Organized interdepartmental quiz competitions for students to revive a quest for knowledge
- Research related news and information is put on the notice board to inspire teachers
- Special fund is allocated to support faculty to meet the travel allowance with the help of the Management.
- To promote research culture among the faculty, they are encouraged to attend and present papers and contribute to journals to national and international repute.
- Five teachers are research guides

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		3		
Outlay in Rs. Lakhs		2.95		

3.4 Details on research publications

	International	National	Others
Peer Review Journals	4	4	
Non-Peer Review Journals			
e-Journals			
Conference proceedings	1	5	3

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major Projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		1	1		8
Sponsoring agencies		ISI Bangalore	KSCSTE		Management

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
6		2	2	2		

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

5

15

3.19 No. of Ph.D. awarded by faculty from the Institution

0

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF 2

SRF

Project Fellows

Any other 3

3.21 No. of students Participated in NSS events:

University level 23 State level

National level 3 International level

3.22 No. of students participated in NCC events:

University level 65 State level 17

National level 5 International level

3.23 No. of Awards won in NSS:

University level 3 State level

National level International level

3.24 No. of Awards won in NCC:

University level State level

National level 7 International level

3.25 No. of Extension activities organized

University forum College forum 1

NCC 5 NSS 5 Any other 3

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- NSS organized medical camp and blood donation campaign
- De-Addiction awareness programme at Fathimapuram, our adopted village.
- Balamela was organised for neighbouring school children.
- Focus group discussions with women on domestic violence in coastal villages
- NSS and NCC volunteers participated in cleaning the city streets
- Seven days camp arranged by NSS in Perumathurai village, Trivandrum.
- Rallies were organised by NCC against the menace of drug.
- Orientation talks skill development programmes by the faculty in the neighbourhood parishes of the locality.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	35 acres			35 acres
Class rooms	3			
Laboratories	11			11
Seminar Halls	3			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)		1,14671	UGC	
Others		Solar System	Management	

4.2 Computerization of administration and library

- St. Xavier's College has introduced computers in the college office and as a result there is better efficiency and transparency in administrative matters. This system enabled a reliable mechanism for documenting, monitoring and controlling various transactions which are financial, academic and administrative in nature.
- St Xavier's College has a well-established intranet and intercom facility within the campus. To make the college library more student friendly and accessible a number of new changes were introduced like more number of staff were posted in the library during the busy hours to better handle the rush, Reference section is made accessible even on Saturdays to help students do more serious research and study.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	28807		626		29433	
Reference Books	1073		53		1126	
e-Books						
Journals	31				31	
e-Journals	2137				2137	
Digital Database	53				53	
CD & Video	83					
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	54	1	20	2	0	1	11	
Added	3							
Total	57							

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

- Non-teaching staff were given a one day training programme on advanced computer skills.
- Final year students of Commerce and Economics were given Soft skill training.
- Using the newly installed smart board at the seminar room the teaching faculty were given training on how to use technology aided learning in class rooms.

4.6 Amount spent on maintenance in lakhs :

i) ICT

1.54

ii) Campus Infrastructure and facilities

28.52

iii) Equipments

1.89

iv) Others

1.93

Total :

33.88

Criterion – V**5. Student Support and Progression**

- Medical Centre for first aid and emergency treatments. We also have an understanding with Fatima Hospital, Thumba for any emergency need
- Post office functions in the campus throughout the year
- Banking facility is arranged twice a week with the support of Indian Bank
- Grievances Redressal Cell for voicing the grievances of students and research scholars.
- Internet center equipped with high speed broadband facility caters to the needs of the students in browsing and electronic mail.
- Well maintained Canteen where tasty and healthy food is served at affordable prize for the students and staff
- A botanical garden with variety of flora collected from all across Kerala is systematically arranged
- Green Box for placing the suggestions for betterment and also for expressing grievances if any.
- Women’s Centre to offer counseling for women staff and students and to arrange free medical checkup.
- Sports Facilities like Grounds, gymnasium, pavilion etc. are available
- Special coaching in Football, Cricket, Handball, Volleyball, Baseball are arranged for interested students
- Students are provided with an opportunity to work in NCC of both Army and Navy also many clubs like NSS, Nature Club, AICUF and Women’s Studies Centre etc.
- Various scholarships are instituted to support and motivate students to perform better.
- Financial support is arranged for students from weaker backgrounds to meet their academic needs.
- The college has an effective system of remedial and tutorial for students in need of greater academic help which are duly supervised by the heads of the departments.

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Directed class teachers to provide awareness programme
- Provided awareness to parents through PTA
- Detailed information on Student Support Services are given in the college calendar
- Organised seminars, talks and presentations to provide information
- Various committees are functioning In the college to make such support services accessible to students

Having ensured that the above mentioned student support services are in place and available to students ,IQAC collates feedback from students on various support services available in the college which were duly considered for enhancement of quality of such support services in the college. Feedback on such programmes is made available to the management through IQAC for quality sustenance and improvement.

5.2 Efforts made by the institution for tracking the progression

- Employer feedback
- Alumnae feedback
- Alumnae meeting
- Feedback from students and staff
- Meetings with parents and stakeholders

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
945	41	0	0

(b) No. of students outside the state

03

(c) No. of international students

01

Men	No	%	Women	No	%
	335	33.98		651	66.02

Last Year- 2012-13						This Year - 2013-14					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
295	167		519	2	981	184	162	1	636	3	986

Demand ratio 1:22:2

Dropout = 1.4%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

As it is customary, this year too the Placement cell of the college organised orientation Programmes for students on how to face the entrance Tests and Interviews for competitive exams particularly Management Courses, Chartered accountancy etc. Similarly, orientation programmes were conducted to create awareness about various opportunities after degree course. The placement cell in collaboration with the college library helps students to make an optimum use of the reference books gifted by College Alumni to help students prepare for various competitive examinations.

80%

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text" value="5"/>	SET/SLET	<input type="text"/>	GATE	<input type="text" value="1"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text" value="5"/>	UPSC	<input type="text"/>	Others	<input type="text" value="16"/>

5.6 Details of student counselling and career guidance

- Placement cell exists in the college Provides, information, training and orientation to students
- Career counselling is provided to the students by staff
- One on one individual counselling: The counselees are initially assessed by observation, self-reports, reports from significant people of their life and paper and pen tests, questionnaire, checklists etc. Then in collaboration with the counselees, the goals are set and prioritized and systematically worked through in sessions as per the requirement and pace of therapy. Parents, staff and friends and significant people are involved actively whenever necessary. Follow up is done to ensure adherence and efficiency of therapy and counselling.
- General survey forms regarding counselling and issues which need to be addressed among the youth were distributed and collected to organize and work on future input sessions and ideas. Counselling feedback forms were collected from students to improve the quality of counselling as well as to gauge their level of satisfaction.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
3	110	41	

5.8 Details of gender sensitization programmes

- Seminar on Harassment of women and children
- Student level Debate on dowry system.
- To promote women entrepreneurship and motivate and inspire our present batch of girl students; an Exhibition cum sale of handicrafts by the neighbouring women Self-help groups were organized.
- Arranged two talks by eminent academicians cum activists on domestic violence and hardships faced by women.
- Campaign to promote de-addiction
- Focus group discussions on domestic violence in the neighbouring coastal villages
- Conducted classes on drug abuse

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	70	60,500
Financial support from government	661	3,900129
Financial support from other sources	-	77,670
Number of students who received International/ National recognitions	1	

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____

- Lack of proper lighting in class rooms
- Shortage of fans in Examination Halls
- Lack of variety food in Canteen

- Lack of enough computers
- Shortage of parking space for vehicles
- New toilet facility for women could be built in view of increasing number of girl students.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

OUR VISION

St. Xavier's College, a Jesuit Institution of higher learning, drawing its inspiration from Christ, envisions the formation of young persons characterized by the liberation and development of the whole person committed to the establishment of a just and caring social order. We believe that by promoting the growth of the students in intellectual, moral and social maturity in an ambience of excellence we shall form men and women committed to and confident of promoting a humane world.

OUR MISSION

Situated as it is in the midst of a marginalized community of fisher people and large sections of socially and educationally backward groups, the college feels missioned to work for the educational and cultural emancipation of the surrounding communities. Our vision of higher education binds us to the local communities for a creative dialogue on their social and cultural liberation. As an educational institution our main role will be to provide an environment and training context for the students to prepare themselves for active and responsible life commitment for the formation of a just society.

6.2 Does the Institution has a management Information System

The Principal executes and supervises the governing work related to admission, fee collection, examination, preparation of salary bills and financial transactions etc. The college has a centralized system of collecting, processing and distributing information and data. Every major activity in the college is planned and documented in respective committees and forums. They are circulated and communicated by means of notices, electronic mails and display boards. After implementation they are evaluated, documented and reported.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

The college is affiliated to University of Kerala. There is limited flexibility regarding the development of UG and PG programmes. The programmes are based on CBCSS introduced in 2009-10. However suggestions and issues regarding the curriculum are informed to the Board of studies for necessary action.

6.3.2 Teaching and Learning

- We use lecture method – Interactive method project based learning, computer assisted learning, seminars, discussions, debates, paper presentations etc.
- A general time table for all classes is prepared and is made available to the students at the beginning of the academic year.
- Departments prepare their own detailed subject-wise time-table based on the general time-table. Individual teachers are assigned work by the Head of the Department.
- Teachers keep daily work record which is periodically evaluated by the HOD. This practice ensures effective implementation of the academic plan.
- Allotment of classrooms and recording of students' attendance are monitored at the institutional level.
- The heads of departments and the faculty in charge of various curricular and co-curricular activities furnish a detailed schedule to the office at the beginning of every academic year.
- The College council discusses these programmes and finalizes the College calendar incorporating all such details.
- Copies of academic calendar are made available to the students and staff. ICT tools are extensively used in classrooms both by the faculty and students.
- Besides these to boost the learning process of the students an Additional skill acquisition programme is started for selected students.

6.3.3 Examination and Evaluation

- Two internal examinations are conducted during each semester
- Evaluation through class tests, seminars, assignments and discussions.
- Class wise PTA meeting.
- Parents are informed the performance of students through progress report.
- A senior teacher is appointed as the Controller of Examinations at the college level to ensure effective implementation of evaluation reforms.
- Class wise PTA meetings are held to monitor the students' progress and to facilitate a dialogue between parents and teachers

6.3.4 Research and Development

- Four teachers are working as research guides in collaboration with other centres.
- Tie-ups with scientific organisations and NGOs
- Laboratories are well equipped and spacious enough to undertake student projects.
- Financial support from management to BMMC students for conducting research in video production.
- Faculty published papers in National and International Journals and Books
- There are 3 on-going minor research projects.
- Faculty members attended and presented papers in National, International Seminars
- All facilities including infrastructure and human resources of the college are extended to the principal investigator. Investigators are given permissible duty leaves and special recognition also.
- Department of Commerce and Malayalam and Mass communication bring out an annual journal which is distributed to the entire students and other well-wishers.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Computer Lab with internet facility is nearing completion.
- Books and reference materials are added to the existing system. Issue-return and search facilities are automated.
- Library working hours- 9.00 am to 4.30.00 pm on all working days.
- Separate reading room, reference section, PG & UG Sections are available.
- Online Public Access Catalogue (OPAC) facility is available in the library. The students themselves can search the books.
- Whiteboards and interactive boards are provided in select classrooms.
- Most of the departments are applying ICT methods in classroom teaching, project work and lab experimentation.
- Seminar halls are available in all buildings.
- Tutorial spaces, modern laboratories with the latest equipment are available for all the science departments.

6.3.6 Human Resource Management

- The appointment of staff is purely on merit and in accordance with the norms of University and Government.
- Guest faculties are appointed by the management in the vacancies not duly filled by the Government.
- A sound system of selection and recruitment with a view to ensuring transparency and quality is followed by the college.
- Orientation programmes have been organized to identify and nurture the potential of the staff. Staff members are required to attend training programmes, refresher courses, orientation programmes, conferences and seminars.
- Every member of the staff is assigned with the responsibility to coordinate one or more extra/co-curricular programmes.
- Faculty members are given proper freedom of operation with regard to academic as well as research activities.
- Promotions, career advancements, etc. are given without any delay.

6.3.7 Faculty and Staff recruitment

Recruitment of the staff is strictly in accordance with the norms of University and govt. The vacancies in general as well as community merit are advertised separately in leading dailies. Two permanent teachers were appointed in 2013-2014

6.3.8 Industry Interaction / Collaboration

6.3.9 UG, PG students take up projects and internships in different industries and organisations like VSSC Thumba, CESS Trivandrum, CPCRI Trivandrum, CDIT Trivandrum, KSCSTE Trivandrum, RARS, AIR Trivandrum, TTPL Trivandrum, English India Clays Trivandrum, KINFRA Trivandrum etc.

- Admission of students is done purely based on university norms and through the single window system of University.
- 20% of total seats are reserved as management quota to be admitted at their discretion.
- 50% of management quota seats are reserved for Latin Catholic Mukkuva students
- Girl students are more in number

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> • Staff Club promotes welfare activities • Teachers are encouraged to attend seminars, orientation and refresher programmes. • Children of staff are given priority in management quota admission • Vehicle parking and canteen facility are provided.
Non teaching	<ul style="list-style-type: none"> • Personality Development programmes were conducted. • Loans are provided to meet emergency situations. • Children are given preference in management quota admission • Vehicle parking and canteen facility • Non teaching staff club
Students	<ul style="list-style-type: none"> • Financial support to deserving students • Scholarships instituted by Management • Free Books • Noon Meal Scheme

6.5 Total corpus fund generated

545423

6.6 Whether annual financial audit has been done Yes

No

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

Audit Type	External	Internal
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	Yes/No	Agency	Yes/No	Authority
Academic	Yes		Yes	IQAC
Administrative	Yes	DD office AG office	Yes	Private Chartered Accountant

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

NA

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

- | |
|--|
| <ul style="list-style-type: none"> • Alumni of the college play an active role in supporting the college to meet its goal of providing quality education. • They provided some important reference Books which would be of use to students preparing for competitive exams. • On the 1st of May Alumni general Body is held where reports of the year are presented and action plan for the next year is prepared. • An annual News Letter is prepared and circulated among the members showcasing the works of alumni in connection with the General body meeting. • Alumni play a vital role in creating a good will for the college among the public through annual get together, batch gatherings etc. • Alumni using their influence and resources help the students to organize medical camps, blood donation camps etc. • Alumni try to organize the old students to be the well-wishers of the college |
|--|

6.12 Activities and support from the Parent – Teacher Association

- College has a very warm and friendly relationship with the parents of our students right from the time of admission till they are graduated.
- All the parents are requested to attend the First Day of their wards in the College to get to know the college and staff and more importantly to be familiar with the culture and value system of the college. By our experience most parents comply this request.
- Then after every semester when the results are published a formal Class wise parent teachers meeting is organized. Where again they get an opportunity to meet all their teachers and discuss their ward's performance.
- PTA gives special financial support to the best performing students in Arts and Sports.

6.13 Development programmes for support staff

- Special celebration for Christmas and Onam to build team spirit and fraternity.
- Personality Development programmes are given to the non-teaching staff
- Loans are provided in the wake of emergency situation.
- Grievance Redresel Committee and the Sexual Harassment complaint committee are all part of welfare measures for the staff
- Children of staff are given priority in management quota admission.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Awareness campaign by Nature club for protecting the nature and natural resources
- Initiative in making campus plastic free and green with the help of Dept. of forest, Govt. Of Kerala.
- Inter departmental collaborative programme related to environment and allied topics.
- Installed Moveable dustbins at different places in the campus to control littering
- Organized annual cleaning of the campus to ensure that the campus is free of plastic menace.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- The hallmark of education in St. Xavier's College has been the attention that is paid to competence, skill and character building. This is done through rigorous academic work with a special focus on skills and values.
- St. Xavier's follows a decentralized administrative structure. This enables the quick and efficient decision-making. The college administrative team meets frequently to stay abreast with the happenings. There is a high level of transparency at the administrative level.
- Departmental meetings are held in the presence of the principal to plan and evaluate the course of action for each year.
- Different administrative committees meet at least twice a year to ensure better functioning of the college
- The continuous internal assessment helps the students to constantly keep track of his/her own development throughout the semester. Students are required to take up assignments and projects which are separately evaluated.
- One full time professional counsellor is available at the student's disposal to discuss personal problems. Once students with problems are identified they are referred to the Counsellors who take care of the students.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Scholar Support Programme started.
- Applied for new UG and PG courses to the University and Government
- Intercollegiate elocution and recitation competitions were conducted.
- Kerala University football, Handball and Cricket tournaments were held.
- Literary club organized many sessions to create literary sensibility
- Media Club conducted film festival
- Medical camps and Blood donation camps arranged
- Nature Club organized activities to make the campus green and plastic free and students were given awareness regarding protecting the nature and natural resources.
- Seminars were conducted for students and staff on various topics
- Socioeconomic survey conducted by Department of Economics in collaboration with women studies centre
- There are 3 on-going minor research projects.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Noon meal Programme for poor students
- Special English coaching for weak students

7.4 Contribution to environmental awareness / protection

- NSS and NCC Volunteers participated in cleaning of campus and city streets
- With the support of the students took initiative in making campus green and plastic free
- Conducted seminars on Environment and allied topics
- Nature club conducted a poster competition to promote eco sensitivity
- Nature club organized an eco-tour to Meenmutti
- AICUF organized a half day seminar on Ecological Diversity.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strength	Weakness	Opportunity	Threats/challenge
<ul style="list-style-type: none"> • Management and Principal give effective leadership • Extension activities • Faculty is efficient and dedicated • Support received from PTA and Alumnae • Cordial relationship between staff and students • Support programmes for deserving students • Location of the 	<ul style="list-style-type: none"> • Lack of adequate permanent teaching and non-teaching staff • Poor Transportation facility • Lack of sufficient PG and vocational courses • Yet to be given Internet facility in the departments • Supporting systems in the absence of electricity • Inadequate research facilities 	<ul style="list-style-type: none"> • Social acceptance of the institution • College is situated in the midst of fishermen Community • Scope to start new courses even self-financing. • Good lab facility and other infrastructural resources for development • Large tracts of land still available for future development plans • Newly recruited staff are young and enterprising • Peaceful 	<ul style="list-style-type: none"> • Unaided courses • Lack of permanent staff • Early marriage of Muslim girl students • Undertake more research projects • Dwindling number of boy students • Getting more research projects from UGC • Lack of exposure

8. Plans of institution for next year

- Regularisation of unaided courses
- To conduct more number of Seminars and workshops
- Provide Audio system and Internet facility to all the departments
- Promote Student Entrepreneurship Programmes
- Plan and execute the Golden Jubilee celebrations of the college
- Organize capacity building sessions for newly recruited staff and students
- Observe important social Days
- MOU, collaboration and linkages
- Introduction of more number of UG and PG programmes, Add- on and certificate courses
- Introduce new skill enhancement programmes
- Gender sensitization programme
- Garner energy form Alternative sources of electricity – use of solar energy – installation of generator
- Environment conservation programme
- Continue student support programmes
- Conduct Socio Economic surveys in the campus and neighbourhood
- Conduct Intercollegiate competitions
- Completion of new Cricket Stadium
- Appointment of faculty in the vacant positions

Name (Dr) Fr. Sunny Jose

Name - Dr Tessy Chacko P

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure – i

Academic Calendar 2013-14

June	
03.06.2013	College reopens
	Staff meeting
	Condolence meeting – Mr. J. Harrison , Dept. of Physical Education
05.06.2013	World environment day observed by Nature club
	Cleaning day at SXC by NSS
08.06.2013	Jubilee Committee meeting
	IQAC meeting
09.06.2013	Second and Fourth semester internal examinations started
15.06.2013	Film shooting in the campus
17.06.2013	Fourth semester university examinations begin
19.06.2013	Jubilee organizing committee meeting
26.06.2013	Jubilee executive committee meeting
July	
01.07.2013	First year degree classes started
	Orientation programme for first semester students
03.07.2013	Inauguration of Golden Jubilee celebrations
06.07.2013	Film shooting in the campus
07.07.2013	Alumni Reunion 1975-77 batch
08.07.2013	Staff Council meeting
	Inauguration of NSS activities
13.07.2013	Interview for staff selection
17.07.2013	Orientation class for first semester students
22.07.2013	Second semester university examinations started
26.07.2013	College level monitoring committee meeting
27.07.2013	Felicitation for first rank holder of BBT
30.07.2013	Send off for retired non-teaching staff
August	
02.08.2013	First Friday mass by newly ordained priests, who are our students.
05.08.2013	Jubilee committee Meeting at AICUF House
	M.Sc Physics internal examinations started
14.08.2013	Solar Panels were fixed above the library to tap non-conventional energy
15.08.2013	Independence Day celebration in the college

20.08.2013	Seminar on Intellectual Property Rights
21.08.2013	Staff meeting
24.08.2013	Soft skill Training Programme for final year students by South Indian Bank
27.08.2013	Seminar by Kerala Higher Education Council in Mar Ivaniose on Cluster Colleges.
	Orientation by NSS to first year students
30.08.2013	Fresher's Day
31.08.2013	Film Screening appreciation Course of Film Lovers organized by BMMC dept.
September	
05.09.2013	Placement Interview by South Indian Bank
06.09.2013	First Friday Mass
	Onam fete by Commerce department
	Value Education Class for non-teaching staff
09.09.2013	Onam celebration organized by NSS
11.09.2013	Onam Celebration of staff
12.09.2013	Meet the candidate programme
13.09.2013	College Union Election
25.09.2013	Jubilee Committee Meeting
26.09.2013	Seminar on Adivasi Culture for BBT Students
27.09.2013	Jubilee Brochure release
28.09.2013	Awareness Class on AIDS by NSS
30.09.2013	Commerce Department Meeting
	Blood Donation camp
October	
01.10.2013	Legal Literary Cell Meeting
	First Semester internal examinations started
03.10.2013	Intercollegiate Football match
04.10.2013	Third semester internal examination started
05.10.2013	NSS Blood donation and Awareness Programme
07.10.2013	Blood Donation camp
08.10.2013	Seminar for second semester BMMC students
09.10.2013	Seminar on Network systems for fifth semester students
	Class on Informatics for third semester students
	Co-operative Society meeting
	Staff Club meeting
15.10.2013	'KEYNOTE', a Musical Programme by Campus Crusade
17.10.2013	Interaction with BSNL over radiation through mobile tower
18.10.2013	Commerce department staff meeting
21.10.2013	Jubilee Committee Meeting
	Students enrolment in voter's list
22.10.2013	Staff Council Meeting
	Send off to M.Sc final year students
23.10.2013	Class by TIME
24.10.2013	Seminar on Waste Management for NSS and Nature Club members
30.10.2013	Inter Departmental Quiz Competition by Nature Club
31.10.2013	Send off to College Manager
November	
01.11.2013	Exhibition of Artist Bhattathiri on Kayezhuthu Shylikal
	Kerala piravi day celebration
11.11.2013	Film Appreciation Course by Media Club
	Fifth semester university examination started

12.11.2013	Inauguration of Women's Studies Centre
20.11.2013	Quiz Competition
22.11.2013	Jubilee Committee Meeting
23.11.2013	One day Residential Camp in SXC by NSS
25.11.2013	Class wise PTA meeting S3 History
	'EDWISE' Educational Seminar or Career Opportunities for Final Year Students
26.11.2013	Alumni Executive Committee meeting
27.11.2013	Provincial Visit
December	
03.12.2013	Feast of St. Francis-Patron of the college
09.12.2013	Third semester university examination begins
	First semester internal examination started
10.12.2013	Jubilee Committee meeting with students
12.12.2013	ASAP orientation programme for first semester students
16.12.2013	Jubilee Committee meeting
	Seminar by History Department
19.12.2013	Christmas Celebration
20.12.2013	7 days NSS camp at Puthukurichi, Trivandrum
	X'mas celebration for staff
	College closed for X'mas holidays
25.12.2013	ASAP meeting
	Physics and Chemistry Alumni reunion
30.12.2013	College reopened after X'mas holidays
31.12.2013	First Semester University examinations begin
January 14	
12.01.2014	Study tour of Mathematics students
13.01.2014	Inter-Departmental Elocution Competition
14.01.2014	Training for students (soft skills)
17.01.2014	IBM Placement interview
19.01.2014	Alumni Meeting
22.01.2014	Campus placement by Muthoot Group
	Study tour of BBT students
23.01.2014	Second semester BMMC classwise PTA
25.01.2014	Study tour of B.Com students
	Seminar on 'Chemistry of Nano materials'
29.01.2014	Send off to retired non-teaching staff
February 14	
03.02.2014	Staff Council meeting
04.02.2014	Seminar by Physics Department
	Interdepartmental football match
05.02.2014	Competitions of non-stage items
06.02.2014	Planning cell meeting
	Co-operate Society Executive Meeting
07.02.2014	First Friday mass
	Seminar by Commerce department
11.02.2014	'Earn while you learn' Programme by LIC
12.02.2014	Interdepartmental cricket tournament
13.02.2014	Women's Studies Centre meeting
14.02.2014	College Youth Festival
15.02.2014	College Youth Festival

17.02.2014	Seminar by Malayalam and Mass Communication Dept.
18.02.2014	Shaji, old student commemorated awards distributed
	ASAP Meeting
	Sports Council Meeting
	Workshop on 'Photo Journalism' by BMMC Dept.
19.02.2014	College level monitoring committee meeting
19.02.2014	Workshop by BMMC Dept.
20.02.2014	Cultural Committee meeting
	Planning Cell meeting
21.02.2014	Sports Day
24.02.2014	Jubilee Committee meeting
	Sixth semester internal examination begins
25.02.2014	Staff meeting
	RUSA – Introductory class
26.02.2014	Elocution Competition
27.02.2014	Balamela for School Children
28.02.2014	Co-operative Society Executive Meeting
	Nature Club Meeting
	Seminar for students and staff in Economics Dept.
March 14	
04.03.2014	Condolence meeting – former principal Fr. George Aikkara
06.03.2014	Fr. Vadakel Endowment Inter-Collegiate Elocution Competition
	Flash move by Commerce students
07.03.2014	National Seminar on 'Harassment of Women and Children' by WSC
08.03.2014	National seminar by WSC
10.03.2014	Commerce day
	'AADI' Nattarangu Tribal Cultural Show
12.03.2014	Senate Election of teaching staff
14.03.2014	Senate Election of non-teaching staff
15.03.2014	Workshop by BMMC Dept.
17.03.2014	Jubilee Committee meeting
	Film Festival
18.03.2014	Film Festival
19.03.2014	Seminar by Mathematics Dept.
	Inter-departmental Quiz Competition
	Second and Fourth semester Internal examination started
20.03.2014	Send off meeting for students – Mathematics Dept.
21.03.2014	College day
22.03.2014	NSS Valedictory Programme
24.03.2014	Physics Dept. send off meeting for students.
	Project evaluation and Viva-voce of sixth semester BA/B.Com started
25.03.2014	Send off meeting of Chemistry students
	College magazine committee meeting
26.03.2014	Send off meeting of Commerce students
27.03.2014	Co-operate Society General Body meeting
28.03.2014	Send off meeting of History students
	IQAC Meeting
29.03.2014	Staff meeting
31.03.2014	Seminar for teaching staff by Dr. Kevin
	College closes for summer holidays

April 14	
01.04.2014	Sixth Semester University examinations begin
May 14	
01.05.2014	IQAC meeting with Alumni
06.05.2014	Ten days NCC Naval training camp
26.05.2014	Sixth semester University Physics and Chemistry practical examinations begin

Annexure – ii

FEEDBACK ANALYSIS

Feedback from students are collected by the teachers through a questionnaire which is kept in the respective departments. Annual alumni gathering is another source to obtain the feed back. The Alumni Association always function as a supporting. It can be developed by organizing and conducting regular orientation programmes. Class wise PTA forms the platform for feed back from parents. There is no forum for getting feedback from industries. The suggestions given by the recruiting agencies serve as a feedback. Feed back from local community is vital and general PTA meeting form the route for expressing their opinions.

The employer collected the 'students rating of teachers questionnaire cum response sheet' from final year students. The feedback is discussed at department levels and appropriate remedial measures are taken.

Annexure – iii

Best Practice - I

Title of the programme:

Noon Meal Scheme for poor students

Goal: To ensure that not a single student is forced to study without a proper meal a day.

The Context: St. Xavier's college is playing a historical role in nation building by providing educational opportunities to many backward sections of the society particularly of the fisher folk community. Since a great many of our students come from distant places travelling long hours, they are not able to carry with them the lunch packet for the noon meal. Besides this, their parents too are working and as they have to leave very early for work they are not able to prepare food for their children. These children when in college are notable to concentrate and eventually lose focus in study. To put an end to this humanitarian crisis the college decided to provide noon meal absolutely free of cost to those who deserve by raising fund from management, voluntary contributions from Teaching and non-teaching staff, alumni and other well-wishers.

Practice: Principal appoints a teacher in charge of Noon Meal scheme and provides them with sufficient fund. The teacher in charge with the help of class teachers and others involved with student activities identify students for this scheme in a discrete manner guarding their dignity. Then each day they can collect a coupon from the teacher and avail a lunch from the canteen. In this way only the teacher and the students will know who are benefitting from this scheme.

Evidence of Success: Compared to previous years the number of dropouts and those bunking classes in the afternoon has come down. Along with that we see students are better disposed to college and show a greater interest to study hard and come up in life.

Problems encountered and resources required: Along with deserving students sometimes other students who are lazy to bring lunch packet also come forward to avail this scheme. So identifying the right and deserving one still seems to be a difficult task. We spend roughly around Rs. 80000/ a year. The college is often not able to raise this much money every year, notwithstanding the generous support from well-wishers.

Best Practice - II

Title of the programme

Special English Coaching for weak students

Goal: To bring about courage among the students in mastering effective English communication and to help students excel in academics and thereby become employable.

The Context: The beneficiaries of the program were those who hail from Malayalam medium schools and from rural vicinities with poor academic background. The program has served the students in performing their academics better and has motivated many in improving their language skills. Special English Coaching Classes have been pivotal in bringing out the courage among the students in mastering effective English communication.

Practice: The Special English Coaching Classes were conducted by hired teachers in collaboration with the Department of English in all three years. The Special English Coaching Classes were normally held on Saturdays to avail more number of hours and to bring in some intensity to the course. Students of any year could join the programme which was primarily on communicative English.

Evidence of Success: There is significant improvement in the proficiency levels of the students in English. It is quite evident from the results on the papers of general English in the first and second year of UG.

Problems encountered and Resources required: But at the same time due to difficulties in transportation many students were not able to make use of this opportunity. Also Management found it hard to support it financially as no fees were collected from the participants.

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission



