



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		ST. XAVIER'S COLLEGE FOR WOMEN
Name of the head of the Institution		Dr. Sr. Geege Joanamma Xavier
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		04842623240
Mobile no.		9746481823
Registered Email		college@stxaviersaluva.ac.in
Alternate Email		principal@stxaviersaluva.ac.in
Address		Palace Road, Periyar Nagar, Aluva
City/Town		Aluva
State/UT		Kerala
Pincode		683101
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Semi-urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Sheena Xavier
Phone no/Alternate Phone no.	04842334137
Mobile no.	8606815587
Registered Email	sheenaxavier@stxaviersaluva.ac.in
Alternate Email	sheena.xavier1@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.stxaviersaluva.ac.in/wp-content/uploads/2017/01/KLCOGN10015-St-Xaviers-College-for-Women-Aluva-PDF.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://www.stxaviersaluva.ac.in/wp-content/uploads/2019/11/Academic-Calendar-2019-20.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
4	A	3.33	2017	12-Sep-2017	11-Sep-2022
3	A	3.08	2012	05-Jul-2012	04-Jul-2017
2	B++	81.10	2006	21-May-2006	20-May-2011
1	Four Star	75	1999	09-Oct-1999	08-Oct-2005

6. Date of Establishment of IQAC

02-Jun-2006

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Regular Meetings of IQAC	07-Jun-2018 6	22
Academic Administrative Audit	04-Jun-2019 4	146
Participation in NIRF	01-Nov-2018 30	10
Feedback from all stake holders collected, analysed and used for improvements	01-Aug-2018 60	2500
End Semester Result Analysis	30-Jul-2018 7	18
Faculty Enrichment Programme on Start Up, Innovation and Entrepreneurship	26-Jun-2018 1	65
Seminar on New Accreditation Framework	22-Feb-2019 1	80
Regional workshop on Intellectual Property Rights and Academic Writing	15-Feb-2019 1	50
Formed IQAC Students' Wing	21-Aug-2018 1	36
Quality assessment cell for teachers (API)	01-Mar-2019 30	54
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Newly Joseph	Student Research Project	Kerala State council for Science Technology & Environment	2018 365	8000
Ms. Asmy Antony	Student Research Project	Kerala State council for Science Technology & Environment	2018 365	8000
Ms. Sheneya Festus	Student Research Project	Kerala State council for Science Technology & Environment	2018 365	10000

Institution	RUSA	Central/State Government	2019 730	2000000
Institution	Unnat Bharath Abhiyan	MHRD	2019 365	50000
Dr. Manjusha K	Major Project	Kerala State council for Science Technology & Environment	2017 1095	1251000
Dr.Nisha P	Interdisciplinary Project	Department of Science & Technology	2018 1095	3177017
Dr. Baby Divya	Major Project	Kerala State council for Science Technology & Environment	2018 1095	1366000
Dr. Aparna Lakshmanan S	Major Project	Kerala State council for Science Technology & Environment	2015 1095	1180000
Dr. Baby Divya	Major Project	Department of Biotechnology, India	2018 365	800000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	6
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	Yes
If yes, mention the amount	50000
Year	2019

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

Feedback from all stake holders collected, analysed and used for improvements

Analyzing result and suggesting measures for improvement

Selected five villages under Unnat Bharat Abhiyan and conducted survey

Academic Week organized to enrich the staff and students on recent developments in various disciplines

Organized Library Week to introduce new arrivals and increase reading habit

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
End semester analysis of result	Result analysis is done as soon as the results of end semester examinations published. he pass percentage of students improved
Provide more career oriented add on courses to students	15 Certificate courses and 4 Diploma courses designed and conducted for students
Conduct Academic and Administrative Audit	Improvement in the quality and institutionalization of activities
Conduct more eco-friendly campaigns	Organized eco-friendly campaigns under the leadership of NCC, NSS, Students Council, Clubs and all Department Associations
Encourage faculty to attend Faculty Development Programme	Sixteen faculty members participated in Orientation and Refresher courses
Organize Academic week with innovative programs	Introduced Student Lecture Series as part of the academic week program. Organized an Exhibition to inculcate scientific temper among the staff and students of the neighbouring schools.
Organize Library week with innovative programs	Book Exhibition and Book Talk by Staff and students organised to give awareness about new books and improve the reading habit
Motivate teachers and students to use online platforms SWAYAM and NPTEL for teaching and learning	10 teachers and 26 students completed various courses got certificate from NPTEL
Organize seminar on the theme Intellectual Property Rights (IPR)	Organized two workshops on IPR and Academic writing

Organize National and International Seminars/Workshops/Symposiums	Organized three International Seminars one National and three regional seminars
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Governing body	16-Nov-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2019
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Date of Submission	08-Feb-2019
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	<p>Yes, The Institution is having an automated management information system. It is established for performing various academic and administrative requirements. Office Management Software to support the admission procedure of the college. It also has a databank of students and faculty. Attendance Exam Management Portal: Customized software containing modules for attendance and internal exam management introduced in the year 201718. User login link was provided in homepage for both faculty and students. Monthly and semester wise attendance reports, A and B internal forms of UG (mark based) and PG (grade based), progress report (single semester and cumulative), students report with details etc could be generated by the software Online application management: The process was mainly aimed for community, management, Physically Disabled, cultural and sports applications of UG streams. Online fee payment: Exam fee payment is online for all students through university portal.</p>
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The software of Vijaya bank Vhive was used for paying exam and semester fee of selffinance courses. Each student was provided with SID number which is essentially a virtual account number which was used as login ID. The course fee payment has online and offline modes. The link for fee payment was provided in home page of website. SMS dissemination gateway system for internal stakeholders of the college

Fourth Ambit: An MoU with Fourth Ambit, Indias largest online community platform for educational institutions enable us to connect, network and engage with students, alumni, faculty across the educational ecosystem around the globe. Virtual Learning Platform 'MOODLE' (Modular ObjectOriented Dynamic Learning Environment): - This provides an excellent suite of tools for online teachinglearning process. Dedicated email domain for our college Online Public Catalogue services for the provision of automated book search, issue, return and other valueadded services Digital Display system Display of allimportant notifications and other information.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

St. Xavier's College for Women, Aluva, Kerala strives for empowerment of women through individual and institutional excellence. The vision and mission statements embody these ideas and they are communicated to all the stakeholders. The institution develops and deploys action plans for the effective implementation of the curriculum. The teachers get support from the University and the college management to effectively improve their pedagogical strategies. The institution also takes up initiatives for the effective delivery of the curriculum through interacting with the beneficiaries such as industry, research bodies and the University in the successful implementation of the curriculum. Ten teaching faculty are chairperson/members of Board of Studies of University as well as Autonomous Colleges. The faculty members are enthusiastic in updating themselves by participating in IT Orientation programmes, Refresher courses, workshops, conferences, seminars etc. The institution also ensures that the stated Programme Outcomes, Programme specific and Course Outcomes of the curriculum are achieved. An Outcome based learning environment focusing on excellence through innovative methods and research - a remarkable feature of the institution. The college also encourages ICT enabled teaching. Several teachers and students are undertaking various courses in SWAYAM, MOOC and NPTEL. The e contents developed by the faculty members are uploaded on various online platforms. The college offers fourteen aided and six

self-financing programmes in UG and PG levels, UGC sponsored and self-supported Certificate and Diploma Courses, Skill Courses under ASAP, WWS & SSP ; M.Phil and Ph.D programmes. Students have the freedom to opt for additional degrees from other Universities and to enroll in open educational systems. Feedback mechanisms provide insights to be incorporated in matters related to employability, market dynamics, interpersonal skills, entrepreneurial abilities and leadership qualities. These parameters are analysed and amendments are suggested to the University for making relevant changes in the curriculum. The extension activities implemented by various departments ensure awareness on Gender, Climate Change, Environmental Education, Human Rights and ICT. Holistic development of students is enabled at each level by nurturing their potential in curricular as well as co-curricular activities. Academic Audit is conducted by the IQAC every year to ensure smooth and proper delivery of the curriculum. The monthly report of the curricular and co-curricular activities submitted by each department via the Academic Council to the Principal is carefully scrutinized and documented. The smooth functioning of teaching-learning programme is ensured by preparing a general time-table at the beginning of every academic year. Academic Calendar is prepared and integrated in the College Handbook. The students and parents of first year UG and PG are given an idea about the course objectives and outcome through orientation classes organised by the institution. The college makes sure that in addition to the internal and model examinations, various entrance tests and Bridge Courses are also conducted to cater to student diversity. Special efforts are taken to identify slow learners and remedial teaching is provided to them. Research aptitude and creativity among students are encouraged by the research promotion council and various registered and unregistered clubs .

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Certificate course in instrumental methods in Analytical Chemistry		03/07/2018	30	Employability	Analytical Skills
Nutrition		04/06/2018	36	Employability	General Awareness
Entry into Govt. Service		04/06/2018	40	Employability	Analytical Skill
Global Trade Management	Diploma in Global Trade Management	04/06/2018	300	Employability	knowledge about practices of globalisation
Certificate course in Lab Chemist		08/08/2018	150	Employability	Analytical laboratory skill
Certificate course in Field technician Networking		09/08/2018	150	Employability	Interpersonal skills

and storage					
Basic Add on Course in German	01/08/2018	30	Employability	Language skill development	
Basic Add on Course in French	01/08/2018	30	Employability	Language skill development	
English Communication Skills and Grammar	01/08/2018	144	Employability	Language skill development	
Certificate Course in Dubbing and RJing	02/07/2018	30	Employability	Communication	
Certificate course in fashion Technology	02/07/2018	30	Employability	Designing	
Certificate course in DTPMalayalam	02/07/2018	30	Employability	Malayalam and English typing	
Programming in C	04/06/2018	40	Employability	Programming	
Essential Mathematics for Physics	02/07/2018	30	Employability	Mathematical Skills	
Certificate course in Food process (Cookery)	Diploma Course in Food Process (Cookery)	03/07/2018	300	Entrepreneurship	Practical Knowledge in cookery
DCA		05/11/2018	120	Employability	Computer softskills
Sales Tax Practice and Tally with GST Course	Sales Tax Practice and Tally with GST Course	03/07/2018	140	Employability	Practical knowledge in accounting

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
PhD or DPhil	English	01/01/2019
PhD or DPhil	Physics	01/01/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	293	48

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
English Communication Skills and Grammar	01/08/2018	26
Foundation Course in Communication Skills	14/06/2018	31
Foundation Course in IT	16/06/2018	31
Certificate Course in Dubbing and RJing	02/07/2018	10
Programming in C	01/06/2018	32
Essential Mathematics for Physics	02/07/2018	16
Certificate course in instrumental methods in Analytical Chemistry	03/07/2018	9
Mushroom cultivation	26/09/2018	33
Human Resource Training Programme	28/06/2018	92
Tally	01/08/2018	18
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Communicative English	29
BSc	Zoology (Medical Microbiology)	26
BSc	Physics	3
MSc	Microbiology	18
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Our college strives to protect the interests of all its stakeholders namely, students, faculty, nonteaching staff, parents, alumni and the local community. It has its own mechanism for obtaining feedback from them. A software is implemented for collecting online feedback from the students on different aspects including teaching learning, teacher evaluation, evaluation of college facilities and administration. Feedback on Curriculum is collected for all courses during the mid and end of each semester. Periodical staff meetings and staff council serve as the forum for obtaining the feedback from the staff. Feedback on Curriculum by students is analyzed by the class in charges and submitted to HOD and a collective feedback is taken from faculty members of all departments. The feedbacks of the students are positively responded by the Principal with immediate action. The student feedback regarding syllabus is reported to the members of Board of Studies to incorporate and implement it in the syllabus. The various departments take feedback from their students on curricular as well as co curricular aspects. The suggestions are positively analysed for further development. The different areas where improvements are required are discussed in respective committees/departments and suggestions are used in the revision of PSO, and CO's. Feedback of alumni is formally taken during alumni meets and informally when they visit the campus. Their suggestions are also taken into consideration for the overall development of the institution. The placement cell collects feedback from the employers. General and class wise PTA meetings held regularly facilitate interaction with parents and provide the forum for collecting parents feedback on the Curriculum. During these meetings, suggestions were given about the need for inculcation of certain skill and they are enthusiastically implemented. Suggestions and comments given by the guardians are also taken into account for future development. The data analyzing committee analyzes the data and presents the report to the Principal. Feedback is also collected from eminent experts and resource persons of National and International institutions and their valuable suggestions are taken into consideration for further development. The proposals given by the different committees and departments are discussed in council meeting of the college and necessary actions are taken.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	BSc Mathematics Model 1	40	1600	49
BSc	BSc Physics Model 1	32	1860	39
BSc	BSc Chemistry Model 1	24	2498	29
BSc	BSc Zoology Model 1	32	2598	38
BSc	BSc Zoology Model 2	24	1330	28
BSc	BSc Botany Model 1	32	2434	39
BCom	B.Com Taxation (R)	40	3419	50

BA	BA Economics Model 1	50	2400	50
BA	BA English Model 1	40	2950	47
BA	BA English Model III (S/F)	30	178	32
BA	BA Malayalam Model 1	40	1757	50
BCom	B.Com Taxation (S/F)	40	296	49
BCom	BCom Computer Application (S/F)	40	400	46
BCom	BCom Travel & Tourism (S/F)	40	280	30
MSc	MSc Physics	12	1287	15
MSc	MSc Microbiology (S/F)	20	383	10
MCom	MCom Finance (R)	15	1272	19
MA	MA English	15	850	17
MA	MA Malayalam	15	197	14
MCom	MCom Management (S/F)	15	256	18
MPhil	MPhil - Business Management (S/F)	4	10	4
PhD or DPhil	PhD Physics	8	4	4
PhD or DPhil	PhD English	14	60	13
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1740	189	46	4	47

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used

	Resources)				
97	97	12	41	1	14
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring System: The College has adopted a continuous mentoring system that commences with the start of the academic year and continues till the end of academic career of the student in the college. Each teaching faculty usually gets to mentor 15 to 20 students till their graduation. Mentoring is efficient as the students faculty usually come from like streams. Counselling sessions are held at least once a week. A separate mentoring and counselling hour is part of the time table and the respective faculty meets the students in the said hour. This mentoring is in addition to the internal mentors that the weak and advanced students have as part of the SSP and WWS programmes respectively. **Objectives:** The main aim of mentoring is enhancement of the learning process and personality development of the students and to motivate them to take full advantage of the ambiance provided by the institution for both academic and cultural activities. It inculcates discipline, punctuality, and empowers the students to resolve their day to day problems, academic or otherwise. Mentors analyses the strengths and weaknesses of each student and ensures proper guidance, timely rectification and brings about improvement in every identified area. Students are also advised on higher studies and given proper career guidance. **The Roles of a Mentor:** • To monitor the students regularity discipline • To enable the parents to know about the performance of their wards. • Improvement of teacher student relationship • Counselling students for solving their problems and providing confidence to improve their quality of life. • To address conflicts in attitudes, habits, and knowledge of the students towards learning practices. • Guiding students to choose right career path, higher studies, entrepreneurship, etc. **Mentor Responsibilities Practices:** • Maintenance of Online Attendance Portal and Register and posting of absentee's information to the parents every day. Parents and students can also check their attendance online through the college website. • If a student is absent for more than 3 days continuously then the mentor calls the parents of the student, esquires the reason for the absence and corrective and preventive measures are implemented. Subsequently HODs forwards the details of the absentee student to the Principal for perusal and further action. • This mentoring is for over all development of the student and so Mentors continuously monitor, counsel, guide and motivate the students in all academic matters. • The mentor meetings are conducted every week. 5 to 6 students from each class i.e I, II III year, are allotted to each mentor. • Parents/guardians are informed in case of academic irregularities, negative behavioral changes and attitudinal problems. • Additional duty is assigned to the faculty members to monitor the fresher's from being affected by any sort of ragging in and around the campus. **Tangible Outcomes of the Mentoring System:** Post implementation of the mentoring system has seen a significant improvement in overall attendance percentage, marked improvement in the teacher student relationship, better academic performance and almost a zero percent dropouts during the academic year.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1950	97	20.103

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
97	54	43	43	35

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr.Sr.Stella K.A	Vice Principal	Science Academies Summer Research fellowship, 2019

2018	Dr. Sheena Xavier	Associate Professor	Elsevier, Journal of Physics and Chemistry of Solids Reviewer
2018	Dr. Vimala George	Assistant Professor	Research Guideship in Physics, M G University
2018	Dr. Sujatha N V	Assistant Professor	Research Guideship in Physisc, M G University
2019	Dr. Raji Mohan	Assistant Professor	Life Member, Indian Accounting Association
2019	Dr. Tinsy Rose Tom	Assistant Professor	Question Paper Setter for II Semester UG Degree Examination April 2019, Fatima Matha National College (Autonomous), Kollam
2019	Sr. Sindhu P J	Assistant Professor	Selection in FLAIR Program for Teachers Department of Collegiate Education
2019	Dr. Liss Marie Das	Assistant Professor	NPTTEL MOOC Topper in Post Colonial Literature
2018	Dr. Milon Franz	Associate Professor	Member, Editorial board of International Journal of English Literature and Culture
2018	Dr. Sheeba V Rajan	Assistant Professor	Member, Editorial Board, International Journal of English Literature
2018	Dr. Mini V.S.	Assistant Professor	Question Paper Setting for V Semester BA Degree Examination October 2018, Sacred Heart College (Autonomous), Thevara
2019	Dr. Baby Divya	Assistant Professor	Resource Person in National Seminar on Foldscope as a Research Tool. ADP College, Nagaon,

			Assam, 25th Feb 2019 Resource Person National Seminar on Foldscope as
2019	Dr. Annie Feby	Assistant Professor	Chairperson in two Technical Sessions in International Conference on Benthos, Kerala on March 68th 2019
2018	Dr. Anu Anto	Assistant Professor	Reviewer in Journal of Insect Diversity
2018	Dr Seema K	Assistant Professor	Field Expert in Rapid Assessment Survey on Impact of flood/Landslides on Biodiversity Community Perspectives.
2018	Ms. Asmy Antony K.A	Assistant Professor	Best Performance Award 2018 (NSS Program Officer) in social service by Kerala Action Force, IMA Madhya Kerala, Anwar Pain And Palliative Care
2019	Ms. Sheneya Festus	Assistant Professor	Resource Person, Navadarshan Junior Scientist Programme by Navadarshan Public Charitable trust
2019	Dr. Newly Joseph	Assistant Professor	Resource Person, Navadarshan Junior Scientist Programme by Navadarshan Public Charitable trust
2019	Ms. Beena Varghese	Associate Professor	Resource Person, Navadarshan Junior Scientist Programme by Navadarshan Public Charitable trust
2018	Dr. Aparna Lakshmanan S.	Assistant Professor	Resource person in International Conference on Discrete Mathematics and Network Systems at BITS Pilani, Goa from 7/7/2018 to 10/7/2018

2018	Ms. Nikitha Xavier	Assistant Professor	Question Paper Setting for II Semester BA Degree Examination March 2019, St. Teresa's College (Autonomous), Ernakulam
2018	Lt. Capt.Dr Bridgit Joseph K	Associate Professor	Promotion as Captian (7 Kerala Girls Bn NCC)
2019	Dr. Lima Antony	Assistant Professor	Subject Expert, Research Centre English, Sree Sankara Colleg, Kalady
2018	Dr. Cicily Pearly	Associate Professor	Technical Delegate for the conduct of Junior National Championship at Coimbatore.
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	BMM1RSXC01	6	05/04/2019	29/04/2019
BSc	BPH1RSXC02	6	05/04/2019	29/04/2019
BSc	BCH1RSXC03	6	06/04/2019	29/04/2019
BSc	BZO1RSXC04	6	05/04/2019	29/04/2019
BSc	BZO2RSXC04	6	05/04/2019	29/04/2019
BSc	BBO1RSXC06	6	05/04/2019	29/04/2019
BCom	BCO1RSXC07	6	06/04/2019	29/04/2019
BA	BEC1RSXC08	6	06/04/2019	29/04/2019
BA	BEN1RSXC09	6	05/04/2019	29/04/2019
BA	BCE2SSXC10	6	05/04/2019	29/04/2019
BA	BML1RSXC11	6	05/04/2019	29/04/2019
BCom	BCO1SSXC12	6	06/04/2019	29/04/2019
BCom	BCA1SSXC13	6	06/04/2019	29/04/2019
BCom	BTT1SSXC14	6	06/04/2019	29/04/2019
BSc	BMM1RSXC01	5	11/09/2018	07/02/2019
BSc	BPH1RSXC02	5	11/09/2018	07/02/2019
BSc	BCH1RSXC03	5	11/09/2018	07/02/2019

BSc	BZO1RSXC04	5	11/09/2019	07/02/2019
BSc	BZO2RSXC04	5	11/09/2018	07/02/2019
BSc	BBO1RSXC06	5	11/09/2018	07/02/2019
BCom	BCO1RSXC07	5	11/09/2018	07/02/2019
BA	BEC1RSXC08	5	11/09/2018	07/02/2019
BA	BEN1RSXC09	5	11/09/2018	07/02/2019
BA	BCE2SSXC10	5	11/09/2018	07/02/2019
BA	BML1RSXC11	5	11/09/2018	07/02/2019
MSc	MPHRXC02	4	24/05/2019	05/10/2019
MSc	MMBRXC05	4	02/05/2019	18/10/2019
MCom	MCORSXC07	4	22/05/2019	24/09/2019
MA	MENRSXC09	4	10/06/2019	10/10/2019
MA	MMLRSXC11	4	22/05/2019	17/10/2019
MSc	MPHRXC02	3	31/12/2018	11/07/2019
MSc	MMBRXC05	3	11/01/2019	28/06/2019
MCom	MCORSXC07	3	03/01/2019	19/07/2019
MA	MENRSXC09	3	03/01/2019	22/07/2019
MA	MMLRSXC11	3	03/01/2019	16/07/2019
MSc	MPHRXC02	2	24/09/2018	29/03/2019
MSc	MMBRXC05	2	24/09/2018	27/03/2019
MA	MMLRSXC11	2	24/09/2018	02/05/2019
BSc	BMM1RSXC01	3	07/12/2018	13/08/2019
BSc	BPH1RSXC02	3	07/12/2018	13/08/2019
BSc	BCH1RSXC03	3	07/12/2018	13/08/2019
BSc	BZO1RSXC04	3	07/12/2018	13/08/2019
BSc	BZO2RSXC04	3	07/12/2018	13/08/2019
BSc	BBO1RSXC06	3	07/12/2018	13/08/2019
BCom	BCO1RSXC07	3	07/12/2018	09/08/2019
BA	BEC1RSXC08	3	07/12/2018	09/08/2019
BA	BEN1RSXC09	3	07/12/2018	09/08/2019
BA	BCE2SSXC10	3	07/12/2018	09/08/2019
BSc	BMM1RSXC01	2	23/07/2018	16/03/2019
BSc	BPH1RSXC02	2	23/07/2018	16/03/2019
BSc	BCH1RSXC03	2	16/07/2018	23/03/2019
BSc	BZO1RSXC04	2	18/07/2018	16/03/2019
BSc	BZO2RSXC04	2	23/07/2018	16/03/2019
BSc	BBO1RSXC06	2	20/07/2018	16/03/2019
BCom	BCO1RSXC07	2	18/07/2018	11/03/2019
BA	BEC1RSXC08	2	12/07/2018	23/03/2019
BA	BEN1RSXC09	2	12/07/2018	23/03/2019

BA	BCE2SSXC10	2	12/07/2018	23/03/2019
BA	BML1RSXC11	2	16/07/2018	23/03/2019
BCom	BCO1SSXC12	2	18/07/2018	11/03/2019
BCom	BCA1SSXC13	2	18/07/2018	11/03/2019
BCom	BTT1SSXC14	2	18/07/2018	11/03/2019
BSc	BMM1RSXC01	1	11/01/2019	24/10/2019
BSc	BPH1RSXC02	1	07/01/2019	24/10/2019
BSc	BCH1RSXC03	1	07/01/2019	24/10/2019
BSc	BZO1RSXC04	1	07/01/2019	24/10/2019
BSc	BZO2RSXC04	1	11/01/2019	24/10/2019
BSc	BBO1RSXC06	1	07/01/2019	24/10/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

In accordance with the University examination schedule, the Internal Examination Coordinator in consultation with the Academic Council schedules internal examinations. At the beginning of the academic year, the students are informed about the evaluation process, reforms/changes introduced through the academic calendar. The coordinator of internal examinations monitors the continuous evaluation process. The college gives utmost importance to the internal evaluation by preparing an academic plan including the dates of internal examinations, individual seminar and assignments. Adequate measures are taken to ensure fairness and objectivity in the evaluation process. The tentative schedule of examinations is informed to the students well in advance through the academic calendar. The valued answer scripts are distributed to the students and open house is conducted to ensure transparency. The internal marks of the students are uploaded in the University Exam Management Portal. The Internal examination coordinator and the Heads of the Departments ensure the effective implementation and transparency of the evaluation process. As per the CBCS system introduced by the University two internals are being conducted. MOODLE platform and other e learning platforms are utilized for the submission of assignments. Special classes and continuous regular evaluations (Tests) are conducted for slow learners.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The college has a well structured academic calendar which insists on conducting the academic activities in a time bound manner. It is prepared at the beginning of each academic year and includes schedule of internal examination, number of working days, functioning of various clubs, holidays, rules and regulations of institution. The academic committee of the college plans and prepares the academic calendar. According to the academic calendar, teachers prepare a detailed teaching plan including tentative time table for internal test papers, assignments and seminars. In accordance with the University examination schedule, the Internal Examination Coordinator in consultation with the Academic Council schedules internal examinations. The teaching learning evaluation processes are systematically done according to the academic calendar and the examination schedule is prepared well in advance. Due care is taken to conduct the curricular and cocurricular activities of the college without compromising the quality of teaching learning. The tentative schedule of examinations is informed to the students well in advance through the academic calendar. Adequate measures are taken to ensure fairness and objectivity in the

evaluation process. The valued answer scripts distributed to the students and open house is conducted to ensure transparency. The internal marks of the students are uploaded in the University Exam Management Portal. The teachers participate in the Centralized Valuation Camp of the University to facilitate timely declaration of the examination results. College Council ensures strict adherence to the academic calendar.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.stxaviersaluva.ac.in/wp-content/uploads/2019/12/OUTCOMES-UG-AND-PG.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BCO1RSXC07	BCom	B.Com Taxation (R)	48	48	100
BEC1RSXC08	BA	BA Economics Model 1	57	40	70.18
BEN1RSXC09	BA	BA English Model 1	47	42	89.36
BCE2SSXC10	BA	BA English Model 2	35	27	77.14
BML1RSXC11	BA	BA Malayalam Model 1	45	23	51.11
BCO1SSXC12	BCom	B.Com Taxation (S/F)	50	43	86
BCA1SSXC13	BCom	BCom Computer Application (S/F)	47	40	85.11
BTT1SSXC14	BCom	BCom Travel &Tourism (S/F)	32	20	62.50
MPHRSXC02	MSc	MSc Physics	14	8	57.14
MMBRSXC05	MSc	MSc Microbiology (S/F)	13	12	92.31
MCORSXC07	MCom	MCom Finance (R)	18	14	77.78
MENRSXC09	MA	MA English	17	12	70.59
MMLRSXC11	MA	MA Malayalam Model I	10	9	90.0
BMM1RSXC01	BSc	BSc Mathematics Model 1	47	34	72.34

BPH1RSXC02	BSc	BSc Physics Model 1	32	25	78.13
BCH1RSXC03	BSc	BSc Chemistry Model 1	28	22	78.57
BZO1RSXC04	BSc	BSc Zoology Model 1	40	37	92.5
BZO2RSXC04	BSc	BSc Zoology Model 2	24	24	100
BBO1RSXC06	BSc	BSc Botany Model 1	36	34	94.44
MCOSSXC12	MCom	MCom Management	19	9	47.37

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.stxaviersaluva.ac.in/feed-back/>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	365	Department of Biotechnology, India	8	8
Major Projects	1095	Kerala State council for Science Technology Environment	13.66	0
Major Projects	1095	Kerala State council for Science Technology Environment	11.8	0
Major Projects	730	Kerala State council for Science Technology Environment	12.51	0
Interdisciplinary Projects	1095	Department of Science Technology	31.77	17.25
Students Research Projects (Other than compulsory by the	365	Kerala State council for Science Technology Environment	0.08	0

University)				
Students Research Projects (Other than compulsory by the University)	365	Kerala State council for Science Technology Environment	0.08	0
Students Research Projects (Other than compulsory by the University)	365	Kerala State council for Science Technology Environment	0.08	0
Students Research Projects (Other than compulsory by the University)	365	Kerala State council for Science Technology Environment	0.1	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
National Workshop on Introduction to Solar Astrophysics	Physics	02/03/2019
Intellectual Property Rights and Academic Writing	Physics	15/02/2019
One Day International Workshop Academic Support Programme for Under Graduate Students	Mathematics	28/02/2019
On the verge of Existence: Narrating Refugee Consciousness	English	12/03/2019
Energy conservation LED bulb making	Botany	19/06/2018
Workshop on Fold Scope as an educational Tool	Zoology	31/10/2018
Informal Sectors in the Economy: Pertinent Issues	Dept of Economics in association with Centre for Socio Economic Environmental Studies	09/08/2018
A step towards research as a career in Chemistry	Chemistry	14/11/2018
Basic computer skills	Chemistry	07/06/2018
Laws of the grand design	Chemistry	01/02/2019

Pagination Workshop	Communicative English	25/02/2019
Capital Market	Commerce	07/11/2018
Handicraft Making By DreamZone Fashion Designing Institute	Commerce	14/11/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
11	2	

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	English	4	0
International	Economics	1	0
International	Botany	2	0
International	Physics	4	1.7
International	Mathematics	1	1
International	Commerce	7	0
International	Zoology	2	0
International	Microbiology	2	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Physics	2
Commerce	2
Economics	2
Zoology	1

Communicative English	1
Microbiology	2
Botany	2
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Multiwavelength correlation studies of diffuse emission from the Aquila Rift	N.V Sujatha	Astrophysics and Space Science	2018	0	St.Xaviers College for Women, Aluva	0
Hydrothermal assisted chemical bath deposition of (Cd:Zn)S thin film with high photosensitivity and low dark current	Joissy Mathew	Solar Energy	2018	2	St.Xaviers College for Women, Aluva	1
Synthesis and characterization of photocconducting (Cd:Zn)S thin films by hydrothermal assisted chemical bath deposition	Joissy Mathew	AIP Conference Proceedings	2018	0	St.Xaviers College for Women, Aluva	0
Effect of Cd concentration on the structural, morphological and optical	Joissy Mathew	AIP Conference Proceedings	2019	0	St.Xaviers College for Women, Aluva	0

properties of chemical bath deposited (Cd: Zn)S thin films						
Double Roman Domination Number	Aparna Lakshmanan S	Discrete Applied Mathematics	2019	3	St.Xaviers College for Women, Aluva	3
Prevalence of Endoparasites in captive Snakes of Kerala, India	Anu Anto	Annals of Parasitology	2018	0	St.Xaviers College for Women, Aluva	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Multiwavelength correlation studies of diffuse emission from the Aquila Rift	N.V Sujatha	Astrophysics and Space Science	2018	7	0	St.Xaviers College for Women, Aluva
Hydrothermal assisted chemical bath deposition of (Cd:Zn)S thin film with high photosensitivity and low dark current	Joissy Mathew	Solar Energy	2018	1	1	St.Xaviers College for Women, Aluva
Synthesis and characterization of photoconducting (Cd:Zn)S thin films	Joissy Mathew	AIP Conference Proceedings	2018	1	0	St.Xaviers College for Women, Aluva

by hydrothermal assisted chemical bath deposition						
Effect of Cd concentration on the structural, morphological and optical properties of chemical bath deposited (Cd: Zn)S thin films	Joissy Mathew	AIP Conference Proceedings	2019	1	0	St.Xaviers College for Women, Aluva
Double Roman Domination Number	Aparna Lakshmanan	Discrete Applied Mathematics	2019	4	3	St.Xaviers College for Women, Aluva
Prevalence of Endoparasites in captive Snakes of Kerala, India	Anu Anto	Annals of Parasitology	2018	3	0	St.Xaviers College for Women, Aluva

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	28	26	48	1
Presented papers	2	1	0	0
Resource persons	6	3	2	0

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Support to flood relief camp KOODEYUNDU NADU	NCC collaborating with Malayala Manorama Newspaper	1	12

World Environment Day was celebrated Saplings were planted in the college premises	NSS Bhoomithra club	6	75
Promoting green Kerala, participated in Seed Sowing (Pokkali Krishi) at Pizhala	NSS Collective for right to live	2	20
Blood donation camp	NSS and IMA	4	60
Reading day To promote of reading habit among public	NSS	5	45
Antinarcotics Day Observation	NSS and Kerala Excise Department	5	100
Reading week a programme named 'Vayanaapakshacharanavum Anusmaranaprabhas hanavum' .	NSS and College Library	6	45
Jack fruit sapling planting	NSS	3	17
Visited the flood relief camp at Udaya Colony, Kadavantra	NSS	2	3
Visited flood relief camp at PT Colony, Kadavantra	NSS	2	4
Njaru Nadal Event (Pokkali krishi) at Pizhala	NSS	2	10
Packed and distributed food kits and stationary items for the flood affected students of our college	NSS and Management, St Xavier's College for Women ,Aluva	5	2
Flood relief kit to menial staff of our college	NSS and Management, St Xavier's College for Women ,Aluva	2	4
Distributed buckets, mugs, mops, sleeping mattress, bleaching powder, brooms, candles, ladies sandles, plates, tumblers, steel glass to flood	NSS and Management, St Xavier's College for Women ,Aluva	3	8

affected students			
Cleaned the road from Thanaloram to Aluva Palace	NSS	2	52
Blood Donation camp	NSS, IMA and HDFC bank	2	30
Green Protocol "Green Campus, Clean Campus (Use of steel glass to serve tea during staff meeting)	NSS	2	7
A survey on flood affected houses in Aluva Municipality.	NSS and Aluva Municipality	0	55
Cleaned the flood affected Hall of Junior Basic School at Desom, Aluva	NSS	1	14
Visited Viruthimoola Colony, Purayar and distributed flood relief kits to 16 houses.	NSS	2	35
Handed over Kitchen utensils, groceries, etc. to a flood victim of West Kadungallur	NSS and Anwar memorial Paliative care	6	2
Blood donation camp	NSS and IMA Aluva	5	46
Clean Kerala Drive	NSS and Aluva Railway station	2	90
Medical Camp on the Detection of Lifestyle diseases	NSS and Malabar Gold and Diamonds and Kerala Arogya Suraksha Mission	30	48
Cleaned and renovated the fencing of Thanaloram, way side resting place for the passerby	NSS	2	50
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Activities of NSS	Best Volunteer	Kerala State Government	1

Activities of NSS	Best Volunteer	M.G University	1
Activities of NSS	Best Volunteer	M.G University	1
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Flood relief activities	Department of Chemistry	Flood relief activities	5	14
Flood relief activities	Department of Mathematics	Flood relief activities	4	23
School Linkage Program	Department of Physics	Experiential learning	8	134
Unnat Bharat Abhyaan Survey	Staff and students of college	Community service	47	129
Kerala Flood Survey	Departments of Zoology, Botany Kerala State Biodiversity board	Rapid Assessment of the Biodiversity of flood affected areas of the Kerala State	6	11
Junior Scientists programme	Departments of Zoology, Microbiology, Botany, Physics, Chemistry, Archdiocese of Verapoly	Junior Scientists programme	45	117
Microgrant for Implementation of projects under the Foldscope Scheme	Department of Zoology	Workshop on Foldscope as an education tool school students	6	30
Bhoomithra Sena Club	Department of Microbiology, Department of Zoology Bhoomithra Sena Club	World environment day Observation Planting distribution of Saplings	3	27
Survey on the "Impact of Flood in Ernakulam District"	Department of Economics	Socioeconomic Impact Assessment of Flood Affected Areas	3	15
Flood relief activities	Department of Zoology	Flood relief activities	6	34
Flood relief	Department of	Flood relief	5	95

activities	Communicative English	activities	
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Twinning Program under DBT	ADP College, Nagaon, Assam	DBT Major Project Fund	365
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Study Visit	Field Trip	SEBI, Local Office, Kaloor	23/09/2018	23/09/2018	Sr. Sindhu P J (Teacher coordinator) Agnes Baby, Alga Stephen, Anjan Vinoj, Anu Eldho, Aseeba khathun, Farsana Ali Fathima Nourine, Jeffy Jose, Kadeeja, Manuja Kajattan, Maria Louis, Revathy A.V, Roshini Sebastian, Sahana K Shaji, Shahanabeevi, Sr
Study Visit	Field Trip	Stock Exchange, Kochi	23/09/2018	23/09/2018	Sr. Sindhu P J (Teacher coordinator) Agnes Baby, Alga Stephen, Anjan Vinoj, Anu Eldho, Aseeba khathun, Farsana Ali Fathima

					Nourine, Jeffy Jose, Kadeeja, Manuja Kajattan ,Maria Louis, Revathy A.V, Roshini Sebastian, Sahana K Shaji, Shahanabeev
Project work	Aspire Scholarship Project / Internship	St. Teresas College, Ernakulam	30/01/2019	31/05/2019	Sunsu Kurian Thottil, Mineeja K K
Project work	Aspire Scholarship Project / Internship	St. Alberts College, Ernakulam	30/01/2019	31/05/2019	Aathira S
Project work	INSPIRE Scholarship Project / Internship	St. Alberts College, Ernakulam	28/11/2018	28/02/2019	Dyuthi Mildred
Field Trip	Nature Camp	Kerala Forest Departmen	10/01/2019	12/01/2019	Dr, Anu Anto, Dr. Baby Divya, Aiswarya V. S, Ameena K. A, Aneesa Ali, Anna Clinty Joseph, Anna Julie K. S, Chinnu Devassy, Cristeena T. A, Jhansi P. J, K R Niveditha, Manjula T, Mary Josmine T. J, Misna P. I, Mrudula Mohanana, ,Sreelakshmi V.
Research	Twinning Program under DBT	ADP College, Nagaon, Assam	21/08/2018	21/08/2019	Dr.Mousmi Saikia & Dr. Baby Divya
Project work	MSc. Project	CUSAT	01/12/2018	30/05/2019	Mary Jomon
On Job Training	On Job Training	General Hospital	25/05/2019	30/05/2019	Amruthavani Harikrishna

		Ernakulam			Inthizar Sulthana Aswani E.M.
On Job Training	On Job Training	Rajagiri Hospital Aluva	10/04/2019	29/04/2019	Haneena K.A. Indraja Rajan Nusrath Haseen
On Job Training	On Job Training	Ernakulam Medical Centre	01/04/2019	30/04/2019	Meera Pradeep Dona Sibi Namitha N. Rinu Mary Leeann Roy
On Job Training	On Job Training	MAJ Hospital Ernakulam	15/05/2019	30/05/2019	Ahalya Stanly Maria Sajna
On Job Training	On Job Training	MAJ Hospital Ernakulam	01/04/2019	20/04/2019	Liya Trese Antony Mizriya T.A.
On Job Training	On Job Training	Renai Medicity Hospital Ernakulam	01/04/2019	30/04/2019	Angel Reetha
On Job Training	On Job Training	Don Bosco Hospital Paravur	01/04/2019	20/04/2019	Ardra James An Nayana Antony
On Job Training	On Job Training	Sunrise Hospital Kakkanad	15/04/2019	30/04/2019	K.A. Asmi K.A. Lazitha Anjana K.R. Nithya K.U Nimmy George
Research	Assistance in student projects and one day hands on training	Unibiosys, Kochi	01/06/2018	30/03/2019	Mumtaz M J ,Parvathy Vinod, Fidha Nasrin , Naveena Rose, Hilda Jestin, Neethu S Bennet , Sandra Paul , Aarthu M, Monisha Manikandan, Josny John, Helna Liston
On Job Training	On Job Training	Renai medicity super speciality hospital, Palativattom	01/05/2019	31/05/2019	Afsana Gaffoor V A
On Job Training	On Job Training	Deshabhimani ,Kaloor	01/05/2019	31/05/2019	Andrea Rose Antony

On Job Training	On Job Training	Brighter minds summer vaction class,Aluva	01/05/2019	31/05/2019	Aneena Joseph
On Job Training	On Job Training	Rajagiri hos pital,Aluva	01/05/2019	31/05/2019	Ann Jovan
On Job Training	On Job Training	Wordsline,Ed apally	01/05/2019	31/05/2019	Ann Maria Thomas
On Job Training	On Job Training	Renai medicity super speciality h ospital,Pala rivattom	01/05/2019	31/05/2019	Anzala M.S
On Job Training	On Job Training	Deshabhimani ,Kaloor	01/05/2019	31/05/2019	Anzu J Gabriel
On Job Training	On Job Training	Brighter minds summer vacation class,Aluva	01/05/2019	31/05/2019	Eswari P
On Job Training	On Job Training	Alpha ent ho spital,Kaloo r	01/05/2019	31/05/2019	Fathima Sanam A S
On Job Training	On Job Training	Industrial resources of arabia,Saudi Arabia	01/05/2019	31/05/2019	Fathima Marium Fasil
On Job Training	On Job Training	Brighter minds summer vacation class,Aluva	01/05/2019	31/05/2019	G Radha
On Job Training	On Job Training	Sunrise hosp ital,Kakkana d	01/05/2019	31/05/2019	Irene Zarah zachariah
On Job Training	On Job Training	Brighter minds summer vacation class,Aluva	01/05/2019	31/05/2019	Jimiya Babu
On Job Training	On Job Training	Deccan chron icle,Kaloor	01/05/2019	31/05/2019	Lujiya Michael
On Job Training	On Job Training	Deshabhimani ,Kaloor	01/05/2019	31/05/2019	Mymoona Kareem
On Job Training	On Job Training	Rajagiri hos pital,Aluva	01/05/2019	31/05/2019	Mariya Serin Fariya
On Job Training	On Job Training	Nmc healthcare llc,Oman	01/05/2019	31/05/2019	Megha Sabu
On Job Training	On Job Training	Rajagiri hos pital,Aluva	01/05/2019	31/05/2019	Milna Mathew
On Job Training	On Job Training	Renai medicity	01/05/2019	31/05/2019	Niranjana Ganga S

		super speciality hospital, Palarivattom			
On Job Training	On Job Training	Renai medicity super speciality hospital, Palarivattom	01/05/2019	31/05/2019	Niya Antony
On Job Training	On Job Training	Sunrise hospital, Kakkana d	01/05/2019	31/05/2019	Prashanthi S
On Job Training	On Job Training	Deccan chronicle, Kaloor	01/05/2019	31/05/2019	Punam Devi
On Job Training	On Job Training	Renai medicity super speciality hospital, Palarivattom	01/05/2019	31/05/2019	Ruksana K R
On Job Training	On Job Training	Assulaimy autoparts centre, Muscat	01/05/2019	31/05/2019	Safa Sathar
On Job Training	On Job Training	Renai medicity super speciality hospital, Palarivattom	01/05/2019	31/05/2019	Safiya Rehmah
On Job Training	On Job Training	Rajagiri hospital, Aluva	01/05/2019	31/05/2019	Swathi s Nair
On Job Training	On Job Training	Sunrise hospital, Kakkana d	01/05/2019	31/05/2019	Unnimaya Pradeep
Project Work	Project Work	Eastern Condiments (P) Ltd. Adimali, Idukki	01/03/2019	31/05/2019	Aishwarya Balakrishnan
Project Work	Project Work	Central Institute of Fisheries Technology, Kochi	01/03/2019	31/05/2019	Anitha C Augustine
Project Work	Project Work	School of Biosciences, Mahatma Gandhi University, Kottayam	01/03/2019	31/05/2019	Anju K A
Project Work	Project Work	School of Biosciences,	01/03/2019	31/05/2019	Ashwathy M V

		Mahatma Gandhi University, Kottayam			
Project Work	Project Work	Eastern Condiments (P) Ltd. Adimali , Idukki	01/03/2019	31/05/2019	Athira Raju
Project Work	Project Work	Eastern Condiments (P) Ltd. Adimali , Idukki	01/03/2019	31/05/2019	Dona Davis
Project Work	Project Work	Unibiosys Biotech ResearchLab, South Kalamassery	01/03/2019	31/05/2019	K A Safiya
Project Work	Project Work	BiogenixResearch Centre, Center for Molecular Biology and Applied Science, Thirunanthapuram	01/03/2019	31/05/2019	Libitha U S
Project Work	Project Work	Unibiosys Biotech ResearchLab, South Kalamassery	01/05/2019	31/05/2019	Mariya Babu
Project Work	Project Work	BiogenixResearch Centre, Center for Molecular Biology and Applied Science, Thirunanthapuram	01/03/2019	31/05/2019	Minni shaji
Project Work	Project Work	Unibiosys Biotech ResearchLab, South Kalamassery	01/03/2019	31/05/2019	Nandini Rames
Project Work	Project Work	Amritha Institute of Medical Sciences, Ponekra , Kochi	01/03/2019	31/05/2019	Rino Teresa Varghese
Project Work	Project Work	BiogenixResearch Centre,	01/03/2019	31/05/2019	Sandra Mary

		Center for Molecular Biology and Applied Science, Thirunanthapuram			
Project Work	Project Work	Central Marine Fisheries Research Institute, Ernakulam, Kochi	01/03/2019	31/05/2019	Shabeena K s
Project Work	Project Work	Bharathidasan University	01/03/2019	31/05/2019	Snega U
Project Work	Project Work	National Institute of Plant Science Technology, Mahatma Gandhi University Kottayam	01/03/2019	31/05/2019	Sofiya Eldhose
Project Work	Project Work	Centre for Environmental Studies and Sustainable Development (ACESSD)	01/03/2019	31/05/2019	Surya Gayathri P.S
Project Work	Project Work	Ernakulam Medical Centre, Palativattom	01/03/2019	31/05/2019	Unnimaya Balakrishnan
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Department of Biotechnology, India (MoA)	21/08/2018	Promoting the use of foldscope in education and research. Conducting the research project on freshwater protozoan diversity using foldscope	1
Tax study centre, Kaloor	01/07/2018	Awareness about GST and computerised accounting and to equip students to work as tax	18

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
6000000	6566840.5

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Newly Added
Seminar Halls	Newly Added
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Newly Added
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Mestro Nuvo	Fully	10	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13224	1492451	184	29137	13408	1521588
Reference Books	46073	7564064	95	217483	46168	7781547
e-Books	3135000	5900	0	5900	3135000	11800
Journals	168	192297	73	83430	241	275727
e-Journals	6000	5900	0	5900	6000	11800
CD & Video	156	5000	0	0	156	5000
Library Automation	1	38500	0	38500	1	77000
Others (specify)	552	44010	8	18435	560	62445

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Ansa Alphonsa Antony	Discriptive statistics	LMS	24/06/2018
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	140	7	3	3	1	15	25	10	10
Added	9	0	0	2	0	5	6	0	0
Total	149	7	3	5	1	20	31	10	10

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Video	http://www.ghnanam.com/course/index.php?categoryid=54
Audio Visual Recording Facility	http://www.stxaviersaluva.ac.in/audio-visual-recording-studio/

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
7000000	7141587	2000000	2271617

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

St. Xavier's College for Women has established policies and procedures for maintaining and utilizing Physical, Academic and support facilities. An annual budget for maintenance of all Infrastructure facilities is catered for at the beginning of the year. It is functioning with the help of a Planning Committee comprising of the Principal, Vice Principal, IQAC Coordinator and 5 faculty members. • The committee has categorized all requirements in to I. day to day requirements II. yearly requirements • The committee organises a meeting at the end of the year to assess the infrastructural facilities and requirements for the next academic year. The Committee prepares the budget as per the requirements of the departments and are placed before Principal and Bursar for

approval. • Day to day reporting on requirements of repairs and maintenance are submitted by the HODs to the Principal's office. The requirements are processed in 4 5 working days by the bursar so as to keep things ready as soon as possible. The civil and electrical work is adequately monitored and maintained by the Bursar's office. Library • The Library runs under the guidance of an Advisory Committee constituted as per GO. Ms No 169/94/H. Edn dated 22/11/1994. Advisory Committee and its Student Wing facilitate effective functioning of the Library. • The requirement and list of books is taken from the concerned departments. The finalized list of required books is duly approved and signed by the Principal. • Pest control of library books and records is done every year by the maintenance department • First year students are registered to use INFLIBNET every year. • NVDA computer facility is available for visually challenged students Laboratory • Optimum working condition of equipment on the campus is ensured through annual maintenance contracts (AMC). • Apart from contract workers, the college has a trained in house mechanic. • Lab assistants under the supervision of the System administrator maintain the efficiency of the college computers and accessories • Every department maintains a stock register for the available equipment • Proper inspection is done and verification of stock takes place at the end of every year. Sports • The play grounds and stadium of the college are made available to nearby schools and other institutions for practice and to conduct matches and sports meets. • Programme calendar is charted for student participation in sports and games • Sports and Games facilities are upgraded periodically. Student coaching Camps are conducted as per requirements. Computer • The college has adequate number of computers with adequate facilities maintained by Computer Maintenance Service Provider. • Antivirus /Anti Malware software are installed and updated at specific intervals. Classrooms • The classrooms boards and furniture facilities are utilized regularly by the students • sometime it is also made available for the other governmental and the nongovernmental organizations for conducting the exams like PSC, CSIR NET etc. • The maintenance and the cleaning of the classrooms and the laboratories are done with the efforts of the nonteaching staff • ICT

<http://www.stxaviersaluva.ac.in/procedures-and-policies/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Endowment Prizes and Financial Help Rendered	295	1573476
Financial Support from Other Sources			
a) National	Scholarships	117	851250
b)International	N A	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
WWS	04/07/2018	60	Directorate of Collegiate Education

SSP	09/08/2018	50	Directorate of Collegiate Education
ASAP (Foundation Course in Communication Skills)	14/06/2019	31	General and Higher Education Departments Government of Kerala
Instrumentation and Lab Techniques in Zoology	03/08/2018	62	Department of Zoology
Remedial Coaching	20/07/2018	59	Department of Zoology
Remedial Coaching	12/07/2018	32	Department of Economics
Remedial Coaching	28/06/2018	20	Department of Malayalam
Remedial Coaching	27/06/2019	15	Department of Commerce
Remedial Coaching	24/07/2018	25	Department of Botany
Remedial Coaching	23/07/2018	43	Department of Physics
Remedial Coaching	20/06/2018	18	Department of Mathematic
Bridge Course	04/07/2018	48	Department of Mathematics
Remedial Coaching	26/07/2018	16	Department of Chemistry
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career guidance	0	204	0	67
2019	Guidance for competitive examinations	116	0	35	0
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
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25

20

10

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
HDFC LIFE, GOAN INSTITUTE, SUTHERLAND GLOBAL AND EBEN TELECOM	145	42	15	45	29
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	16	B.Sc.	Zoology Model 2	Affiliated Colleges	M.Sc. Environmental Technology, Applied Microbiology, Biomedical Genetics, Biotechnology, Biomedical Genetics, Marine Biology, Industrial Microbiology and Microbiology
2019	12	B.A.	Communicative English	Aided College and Mass Media Services	MSW, MCJ, M.A. Literature, MBA etc
2019	8	B.Com	Taxation	Aided Colleges	M.Com.
2019	3	B.Com	Taxation	Aided Colleges	MBA
2019	1	B.Com	Taxation	CA Institute	CA
2019	1	B.Com	Taxation	CMA Institute	CMA
2019	21	B.A.	Economics	Aided College in the State	M.A. Economics, MBA and MSW
2019	19	B.A.	English	Affiliated Colleges in	M.A. English

				Kerala	
2019	3	B.A.	English	Affiliated Colleges in Kerala	M.A. Journalism , Hospitality Management and Sociology
2019	2	B.A.	English	Affiliated Colleges in Kerala	M.H.R.M. and M.S.W.
2019	1	M.A.	English	Affiliated Colleges in Kerala	Psychology
2019	10	B.A.	Malayalam	Affiliated Colleges in Kerala	M.A. Malayalam
2019	11	B.Sc.	Mathematics	Affiliated College in Kerala	M.Sc. Mathematics
2019	1	B.Sc.	Mathematics	Affiliated College	M.B.A.
2019	1	B.Sc.	Mathematics	Affiliated College	M.S.W.
2019	11	B.Sc.	Physics	Affiliated Colleges in Kerala	M.Sc. Physics
2019	16	B.Sc.	Zoology Model 1	Affiliated Colleges	M.Sc. Zoology, Microbiology, Biotechnology and Biochemistry
2019	20	B.Sc.	Botany	Affiliated Colleges	M.Sc. Botany, Biochemistry, Environmental Science, Microbiology and Biotechnology
2019	16	B.Sc.	Chemistry	Affiliated Colleges	M.Sc. Chemistry, Pharmaceutical Chemistry and Biochemistry
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
CAT	5

Any Other	1
NET	3
View File	

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

Activity	Level	Number of Participants
Department of Communicative English English Queen	Institutional Level	20
Department of Communicative English organised Essay Writing and Power Point Competition	Institutional Level	25
Department of English Poetry Writing	Institutional Level	14
Department of English Poetry Recitation	Institutional Level	14
IQAC organised Quiz and PPT Competition	Institutional Level	34
Energy and Environment Conservation Club Poster Designing	Institutional Level	9
All Kerala Augustine Maveli Memorial Volleyball Tournament	State	48
All Kerala Sr. Redempta Memorial Intercollegiate Basketball tournaments.	State	90
Chess, Carroms, Table Tennis, Throwball	Institutional Level	285
Annual Sports for College Students	Institutional Level	545
Old Students Association Essay Competition on Flood in Kerala	State	30
College Union Christmas Competitions	Institutional Level	350
College Youth Festival	Institutional Level	950
Department of English Poetry Writing and Recitation	Institutional Level	28
Department of Malayalam Poetry Recitation, Literary Quiz, Loud Reading	Institutional Level	28
Department of Mathematics Essay Competition	Institutional Level	8
Department of Physics	Institutional Level	28

Quiz and Treasure Hunt		
NET MODEL EXAM (Dept. of Physics)	State Level	3
IAPT Examination (Dept. of Physics)	National Level	22
Department of Physics Exhibition for School Students	Institutional Level	250
Department of Physics Poster Designing and Seminar Presentation	Institutional Level	9
Department of Chemistry Magic Show	Institutional Level	250
Department of Chemistry Exhibition for School Students	Institutional Level	300
Department of Zoology Exhibition for School Students	Institutional Level	300
Department of Zoology Quiz on Wetlands	Institutional Level	27
Department of Economics Intercollegiate Paper Presentation	Intercollegiate	8
Department of Economics Debate	Intercollegiate	20
Department of Economics organised Wall Painting, Elocution,	Institutional Level	15
Department of Economics organised Spot Photography competition	Institutional Level	13
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Youth Nationals Volleyball Championship	National	1	0	7897025360 17	Aswaththy Raveendren
2019	Youth Nationals Volleyball Championship	National	1	0	8080529152 82	Jisha K S

2019	All India Inter University Basketball Championship	National	1	0	511819646215	Anju Mathew
2019	All India Inter University Basketball Championship	National	1	0	989896062208	Harsha Joy
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

COLLEGE STUDENTS COUNCIL - ELEKTRA 2K18`19 The parliamentary mode of election for the College Students' Council was held on 14th September, 2018. The members of the college student's council are elected according to the norms of the University. The elected members are: Name of the Post Name Class Chairperson ROSE JIMPSON Vice Chairperson ROSHAN THOMAS General Secretary ANNLIYA JOY Magazine Editor VARSHA S SUNILKUMAR Arts Club Secretary AJNA A. University Union Council ASHA FRANCIS SHARON FRANCIS Class Representatives I DC ALIYA FATHIMA II DC DILSHANA DILEEF II III DC KEERTHI D P I PG ASWATHY REGHUNATH II PG SIDIA MATHEW The Student Council Advisors were Ms. Lincy Joseph (Department of English) Dr. Aparna Lakshmanan S. (Department of Mathematics) Ms. Ninu Rose (Department of Commerce) Dr. Swapna C. Kombath (Department of Malayalam) The College Students Council was inaugurated by Ms. Archana Ravi, Miss Super Globe World on 12th October, 2018. The Arts Club and other clubs were inaugurated by cine artists Ms. Pearley Maaney, Ajay Devalokan, Ms. Honey Rose, Ms. Sophie M. Joe and Niranj Suresh. The major events organized by Students' Council are Freshers Day (August 13th), Onam competitions (August 14th), Radio Mirchi Scream Campaign (December 2nd), Xaverian Day (December 3rd), all Kerala Intercollegiate Debate Competition (December 5th) and Christmas competitions (December 20th and 21st). The youth festival for the academic year 201819, CYNOSURE was held on 6th, 7th and 8th, February 2019. Apart from that we have actively participation in the mega fair of OSAX, 'UTSAV 2019'. As a part of the fund raising program Ice cream Fests, food fests and film fests were organized by the student council on different occasions. In the MG Youth Festival "Alathalam 2018`19", we have actively participated in 6 group events and almost all individual events. Our achievements are as follows. There are eight individual achievers. In group events we bagged second prize for Easter Group Music and Oppana and third for Thiruvathira and third position Drama Festival and Akshara A.B. Special Jury Award. NSS and NCC Activities Active Student participation is there in NSS and NCC activities of the college Clubs Student Secretaries and volunteers are active members in Registered and Non registered clubs of the college. Associations and Forums Students participation is ensured in different forums and Association activities of the Departments. IQAC Student Wing Student IQAC Wing of the college is formed with representative from every class. Regular meetings are held under the guidance of the the IQAC coordinator to ensure the student participation in all the policy matters suggestions. Student Library Committee The student representatives actively participate in the activities of the library and conduct a library week with various programmes every year.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The College has an active Alumnae Association named OSAX (Old Students Association of St Xavier's). The association is registered with registration number EKM/TC/406/2017 dated 29th October 2018. The college website maintains an alumni portal, Fourth Ambit. It allows alumnae to keep in touch with faculty as well as stay abreast of the activities and events happening in the college. The main objective of the Association is to foster strong bonds between alumnae, staff, and students of the college. The association enables alumnae to participate in the activities of the college and contribute towards the welfare of the institution. Retired staff is also a part of this association. All through these years after its establishment in 1988, an annual gettogether of the alumnae is held on Second Saturday in the month of February. Departmental alumnae gatherings are also conducted. Alumnae serve as members of the Internal Quality Assurance Cell of the college. They serve as resource persons for seminars and lectures organized by departments. Invited lectures by alumnae are organized by every department on relevant topics for the students of the undergraduate programme. Motivational talks and career guidance classes are given by alumnae play a key role in grooming the career of students. They give feedback on curriculum and facilities available in the campus and contribute to the improvement of infrastructural facilities. OSAX has instituted endowments for meritorious and financially backward firstyear students of both undergraduate and postgraduate programmes and awards to honour alumni achievers who have excelled in their careers. The association also honour the rank holders of University examination and the retiring staff members for their dedicated service. OSAX conducts an intercollegiate statelevel essay competition for the undergraduate and postgraduate students all over Kerala in memory of Dr. Sr Redempta, the first principal of the college. OSAX releases a newsletter "Nostalgia" which gives an overview of the association activities. An OSAX Fair exclusively for women is organized and the income generated is utilized for social welfare activities. The event encourages women to entrepreneurship and thereby contribute to women empowerment. Humanitarian and social commitment activities are undertaken by the association. OSAX has implemented a project named "Snehasparsam" to give financial support for alumnae with physical ailments. Association members were actively involved in collecting and distributing flood relief supplies to the victims of Kerala flood August 2018. Regional chapters of OSAX meet and share fun and joy.

5.4.2 – No. of enrolled Alumni:

668

5.4.3 – Alumni contribution during the year (in Rupees) :

104020

5.4.4 – Meetings/activities organized by Alumni Association :

One General Body Meeting, three Executive Meetings. Organized a Lecture series by an alumna. Each department conducted a talk for their students inviting alumna as a resource person. Botany Introduction to Bioinformatics Mrs. Lakshmipriya P M Chemistry A step towards Research as a career in Chemistry Dr. Sindhu K S Physics Stress Management Ms Helen Rose Zoology Balanced Diet Mrs. Nimja K J Mathematics Leech Labelling Mrs. Seena Varghese Microbiology Viral Infections Mrs. Nefla N English Career Prospects Ms. Natasha Biji Joseph Malayalam Women and Law Adv. Pushapakumari Economics Introduction to Geographical Indication (Global Index) Ms. Saipriya Sudarsan Commerce Career Aspiration Ms. Divya Gopinath Commerce (Self Financing) Autonomy of Reservation Bank of India Ms. Sunitha T I

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

St. Xavier's College for Women follows the policy of decentralization. The major bodies entrusted with the governance of the college are: The Governing Body and the College Council. The former largely attends to policy matters while the latter takes care of the day to day running of the College. Adequate representation from the stakeholders - the students, the faculty, parents, alumni, external experts and ex officio members are done through different committees function under the College Council. The Governing Body delegates all the academic and nonacademic decisions based on policy to the College Council headed by the Principal. The College Council formulates common working procedures and entrusts the implementation through departments. The decentralized governance model is evident in every sphere as each department/faculty functions as a separate subunit, in deciding and implementing the studentcentric programmes and activities. At St. Xavier's, the Management is participative and regular meetings are convened amongst the Management members, Principal, faculty and the students in implementing efficient plans. All the departments are requested to present their Annual Action Plan at the beginning of every academic year with a clearcut roadmap to deliver the same. The matters at the department level are discussed by the HOD with the faculty team in consultation with the Principal. This gives the faculty an enormous sense of belonging and pride in the institution and this brings out the best in them. Decision making is decentralized at different levels too: the level of Departmental Heads, Coordinators of IQAC, Students' Council, NSS, NCC, 7 registered Clubs, 16 non registered clubs, 3 Mandatory Cells and five smaller cells to take care of other organizational matters. Frequent meetings are held at all these levels to ensure a seamless and hierarchical process. A classic example of the practice of decentralization and participative management of the College is revealed in the initiative of making all class rooms ICT enabled. The institution organised a Council Meeting based on the suggestion given by IQAC to Governing body. The meeting held on 17 July 2018 to discuss the importance of having fully ICT enabled classrooms in the present scenario. HODs communicated the requirement to the faculty members and other stakeholders. The PTA took up the initiative and used the PTA welfare fund to furnish all classes with ICT facility. 2 departments contributed to the cost. The first phase is done by fitting 15 LCD projectors (which makes a total of 46) in class rooms and in two years our college will have 100 percentage ICT enabled classes.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Human Resource Management	<ul style="list-style-type: none">• St. Xavier's College for Women has a well written policy on the appointment of staff, training and development, compensation and handling grievances.• Shortage of faculty members and office staff is regularly intimated to the management and filled.• The college has a Governing Body, College Council

and Students' Council • Different committees are formed for activities like discipline, internal evaluation, sports, arts, antiragging etc. • Faculty and administrative staff members are provided with seven training programmes • The faculty act in roles like hostel warden, staff advisor, NCC officer, Coordinators NSS, WWS, SSP, ASAP, etc. • There are Staff Associations for the teaching and nonteaching staff

Industry Interaction / Collaboration

• Industry Interaction is integrated for seven courses • Field visits, industrial visits, internships at state, national and international levels • Collaboration with industries and other noted institutions to organize seminars, workshops and valueadded courses • The following are industry collaborations of various departments: o Microbiology: UNIBIOSYS Kalamassery ,Kochi, CIFT, Kochi o Commerce: TIME Institute, Hedge Equities, DIC, Ernakulam, Geojith o Botany: Plan@Earth o Communicative English :- Neo Film School, Kaloor, Kochi

Admission of Students

• Admissions of students are made as per University norms. • Admission process is carried out by MG University under the single window system. • 40 of the seats are allotted on merit basis, 20 seats are allotted to SC/ST students, 20 seats are allotted on community merit and the rest 20 seats are allotted to students recommended by the management. Allotment out of management quota is purely based on merit.

Curriculum Development

• Ten faculty members are in the Board of Studies of the Universities and Autonomous Institutions and participate and contribute actively towards the curriculum development. Twenty four Faculty members participate in course restructuring and revision committees constituted by MG University. • Faculty members are involved in the designing of student Enrichment, ADD ON and soft skill courses to support the regular academic courses. All departments have designed certificate/Value added courses for UG students. Boards of studies members have recommended to MG university for the inclusion of field work, industrial visit and educational

	<p>excursion in both Undergraduate and Post graduate levels.</p>
<p>Teaching and Learning</p>	<ul style="list-style-type: none"> • Lecture method, assignments and seminars are widely used by the faculty • Mentoring, tutoring, counselling, remedial classes, bridge courses are provided. • MOODLE provides an excellent suite of tools for online teaching learning process set up question banks, conduct online exams, share teaching materials resources, host discussion forums, assignment submission and generate course related performance reports. • IQAC has a feedback system for stakeholders to evaluate the teaching learning process. • ICT tools for collaboration, Smart Class rooms, Flip Class room are used. • 10 Teachers and 26 student completed online courses offered by SWAYAMNPTEL • INFLIBNET Service enables students to have greater elearning experience.
<p>Examination and Evaluation</p>	<ul style="list-style-type: none"> • Two Internal Examinations, assignments, presentations and projects • Internal exam schedules are given in the Website and College Handbook • Exam management portal enables the teachers to manage, evaluate and analyse the exam. • Progress Reports of the students are given to the parents. • Orientation on 'Examination System and Assessment Pattern' given to first year students • Supplementary Model Exams for students with backlogs. • Series of test papers for weak learners • The Teacher's Handbook is checked by the HODs and the Principal to monitor and evaluate examination and evaluation. • Student Grievance Redressal Cell rectifies the grievances related to examination.
<p>Research and Development</p>	<ul style="list-style-type: none"> • Research Promotion Council (RPC) through paper presentation and interactive sessions create passion among the students and faculty for research and innovation. • Encourages students to take up funded projects and participate in Citizen Science projects. • Students are encouraged to opt final year projects with research focus • Advanced learners are encouraged to publish their project work as conference papers • Publish the proceedings of paper presentation sessions as 'Book of Abstracts' • Discourse is a peer refereed biannual interdisciplinary journal published by

	the institution with the aim of disseminating information in the field of science and humanities to the members of academic community.
Library, ICT and Physical Infrastructure / Instrumentation	<ul style="list-style-type: none"> • INFLIBNET, ejournals, ebooks are available • Library week is celebrated every year to inculcate the habit of reading among students. • A log book is kept to register entry of students and teachers. • Students and staff members have open access to Library and also can access the availability of books through WebOPAC. • Econtent is developed and uploaded in MOODLE • Internet facility to all the departments with a bandwidth of 20mbps • WiFi enabled Campus • 46 LCD 3 Smart Class Rooms • Auditorium, Foyer and 9 Seminar Halls • Ramp, Skyway and wash room to support physically challenged. • An LED display board to disseminate information.

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

E-governance area	Details
Administration	Office Management Software to support the admission procedure of the college. It also has a databank of students and faculty. Online application management: The process was mainly aimed for community, management, Physically Disabled, cultural and sports applications of UG streams. SMS dissemination gateway system for internal stakeholders of the college Dedicated email domain for our college Online Public Catalogue services for the provision of automated book search, issue, return and other value added services
Finance and Accounts	Online fee payment: Exam fee payment is online for all students through university portal. The software of Vijaya bank Vhive was used for paying exam and semester fee of selffinance courses. Each student was provided with SID number which is essentially a virtual account number which was used as login ID. The course fee payment has online and offline modes. The link for fee payment was provided in home page of website.
Student Admission and Support	Office Management Software to support the admission procedure of the college. It also has a databank of students and faculty. Online application management:

	The process was mainly aimed for community, management, Physically Disabled, cultural and sports applications of UG streams.
Examination	Attendance Exam Management Portal: Customized software containing modules for attendance and internal exam management introduced in the year 201718. User login link was provided in homepage for both faculty and students. Monthly and semester wise attendance reports, A and B internal forms of UG (mark based) and PG (grade based), progress report (single semester and cumulative), students report with details etc could be generated by the software

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr. Sr. Stella	Workshop on Management Retreat	nil	6000
2018	Dr. Raji Mohan	Cirriculum designing and student centered learning	nil	1500
2018	Dr. Aparna Lakshmanan S.	International Congress of Mathematics ICM 2018 at Rio de Janeiro, Brazil	nil	5000
2018	Ms. Binu Correya	Assessment, Evaluation Soft Skills	nil	300

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Orientation class for		26/06/2018	26/06/2018	65	0

	teachers on startups / Innovation , Incubation and Entrepreneurship					
2019	Revised NAAC Accreditation Framework		22/02/2019	22/02/2019	80	0
2019	Training program for college staff GRACE 2019 in association with Deputy Directorate of Collegiate Education	Training program for college staff GRACE 2019 in association with Deputy Directorate of Collegiate Education	21/03/2019	23/03/2019	72	49
2019	Organized One day Seminar on IPRs and Academic Writing		15/02/2019	15/02/2019	50	0

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation Course, HRDC, University of Madras	1	24/05/2018	20/06/2018	28

,Chennai				
National Level Faculty Development Programme	8	05/07/2018	06/07/2018	2
APPLICATIONS OF ADVANCED MOLECULAR METHODS IN MARINE FISHERY RESOURCE MANAGEMENT, CONSERVATION AND SUSTAINABLE MARICULTURE	1	24/10/2018	02/11/2018	10
FDP on Academic Leadership and Instituion building	1	12/11/2018	18/11/2018	7
Winter school on "Recent Advances in Fishery Biology techniques for biodiversity evaluation and conservation"	1	01/12/2018	21/12/2018	21
Refresher Course in Media Studies HRDC,University of Calicut,Kozh ikodu	1	02/03/2019	22/03/2019	21
FDP Philosophy of Science	2	06/05/2019	10/05/2019	5
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
54	43	19	13

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Financial Support for Medical Emergency	Financial Support for Medical Emergency	Insurance

6.4 – Financial Management and Resource Mobilization

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

St. Xavier's College for Women regularly conducts internal and external financial audits. It has a full time Accounts Department and Internal auditor since its inception to ensure maintenance of annual accounts and audits. The

following agencies conduct regular financial audit in the Institute: External Audit: For government funds, audits are conducted as per the procedures. External Audit is conducted by the following: (a) Deputy Director of Collegiate Education (b) CAG (Comptroller and Auditor General) through Auditor General (AG) Kerala (c) Chartered Accountant of the University (d) Chartered Accountant of the Institute Internal Audit: The Internal Audit of the college makes a thorough audit of the expenditures of the college. The college constituted a Finance committee to monitor the usage of financial resources from funding agencies. The finance committee works under the direct control and supervision of the Principal.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
VIJAYA BANK OFFICERS ASSOCIATION	200000	Relief materials for flood affected staff students
View File		

6.4.3 – Total corpus fund generated

3000000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	IQAC
Administrative			Yes	IQAC

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

1. Gold medals were awarded to the rank holders of various MPhil. , PG. and UG University Degree examinations 2. As part of upgrading all the classrooms into smart classes, 15 projectors were installed. 3. A sum of 2 lakh rupees was allotted to research departments for infrastructure development. 4. Provided Computers, printers and accessories to IQAC and examination section 5. Rupees 1 lakh was given to meet the expenses of University Youth Festival 6. Provided Financial assistance of Rs. 20000 for organizing International seminars 7. Cash prizes and certificates were distributed to the students who secured proficiency prizes in internal, Moral and Catechism examinations. 8. Contributed Rs 25000 for the All Kerala Inter collegiate Basket Ball and Volley Ball Tournament conducted by the college. 9. Outstanding students of NSS, NCC, tourism club, Sports, and Award winners from the NSS unit, tourism club and College Youth Festival were presented with awards 10. Rs. 75880 Contributed towards for providing flood relief to staff and students

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

1. Provided financial assistance to attend conferences 2. Financial support given to meet the medical expenses 3. Organized training programmes to improve their professional competency

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Applied for autonomous status 2. The ICT thrust in Teaching and Learning has been strengthened by extending the facilities of LCD projectors,

laptops/desktops, Internet connection, WiFi in all academic areas to promote ICT learning. 3. Diploma and Certificate programmes are offered as add-on programmes for enriching the students further with relevant specializations and learn additional foreign languages. Introduced 15 certificate, 4 diploma and 11 value added courses 4. Adopted five villages under the scheme Unnat Bharath Abhiyan. 5. 100 faculty members are being involved in faculty development programmes 6. Participated in NIRF 2019 7. Initiated for ISO certification

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	
d) NBA or any other quality audit	

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Faculty Enrichment Programme on Start Up, Innovation and Entrepreneurship	26/06/2018	26/06/2018	26/06/2018	65
2019	Seminar on New Accreditation Framework	22/02/2019	22/02/2019	22/02/2019	80
2018	Regional workshop on Intellectual Property Rights and Academic Writing	15/02/2019	15/02/2019	15/02/2019	50
2019	Academic Week	28/01/2019	28/01/2019	01/02/2019	2037
2019	Library Week	04/02/2019	04/02/2019	08/02/2019	2037
2019	Exhibition	30/01/2019	30/01/2019	30/01/2019	2438
2019	Medical camp on Life style disease diagnosis for students	14/01/2019	14/01/2019	14/01/2019	70
2018	IQAC students wing To ensure student participation in Quality assurance or	21/08/2019	21/08/2019	21/08/2019	36

	any quality related issues				
2019	Quality assessment cell for teachers (API)	01/03/2019	01/03/2019	29/03/2019	54
2018	Regular Meetings of IQAC	06/07/2018	06/07/2018	15/03/2019	22
2019	Academic Administrative Audit	04/06/2019	04/06/2019	07/06/2019	148
2018	Participation in NIRF	01/11/2019	01/11/2019	30/11/2019	10
2019	Feedback from all stake holders collected, analysed and used for improvements	01/01/2019	01/01/2019	29/03/2019	2500
2018	End Semester Result Analysis	30/07/2018	02/07/2018	30/12/2019	18
2018	Selected five villages under Unnat Bharath Abhiyan	17/09/2018	17/09/2018	29/03/2019	176
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender Equity film screening on the topic Gender Issues by the Dept of Communicative English	07/01/2019	07/01/2019	29	0
Talk on "Women , Law And Rights" by Adv.	26/11/2018	26/11/2018	97	0

V. Jasmine, Govt Pleader, Govt. of Kerala by the Dept of Economics				
A talk on "Gender politics" by Adv. Pushpa Das- Alumni of the Department of Malayalam	07/02/2019	07/02/2019	55	0
A Talk on "Women empowerment and career aspiration" by Ms.Divya Gopinath, Alumni of the department of Commerce.	28/01/2019	28/01/2019	50	0
Talk on "Women Safety and Legal Awareness" by Ms.Usha A S ,Sub Inspector of Vanitha cell organised by Department of Commerce Self Financing	23/07/2018	23/07/2018	124	0
A talk on "A Step towards research as a Career in Chemistry & Challenges of a Women researcher" by Dr.Sindhu K.S, Assistant Professor, Morning Star Home Science College, Angamaly, organised by Department of Chemistry.	14/11/2018	14/11/2018	85	0
A seminar on "Rights and Privileges of Women", by Advocate Anjali	19/12/2018	19/12/2018	112	0

	advantages and disadvantages	and contribute to local community					
2018	1	1	22/10/2018	20	Rapid Assessment of the Biodiversity of Flood affected areas of Kerala State	Sensitized the public by Faculty members, students, Biodiversity Management Committee members of Aluva Municipality and Kadungaloor Panchayath	7
2018	1	1	17/12/2018	5	Community Service Initiative	Interaction with Tibetan Welfare Office	26
2018	1	1	01/10/2018	20	UBA Survey	Interaction with the Local Community of the Grama Panchayats of Kalady, Malayattoor, Karumalloor, Kadungaloor and Chendamangalam	176
2018	1	1	01/09/2018	20	Aquesense Coliform detection and remedial measures	Sensitization for college teaching faculty, administrative faculty, students, and public	95
2018	1	1	04/11/2018	5	Post Flood Meenachil Odonate	Analyzing impact of flood on odonate	3

					survey	diversity near Meenachil river	
2019	1	1	01/01/2019	20	Survey on the "Impact of Flood in Ernakulam District" which presents three case studies of the impact of flood on households, traders and industry from Ernakulam district.	Analysed the range of Flood affected household , traders and handloom weavers of Ernakulam District	15
2019	1	1	20/01/2019	5	Talk with the Natives	Interation with the local community	108
2018	1	1	31/10/2018	5	Workshop on Foldscope as an educational tool	Academic help to the students from nearby schools	36
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for Teaching Faculty	01/06/2018	The code of conduct for faculty promulgated through the guidelines based on UGC regulations ensures that the faculty discharges her duties efficiently and diligently in line with the academic standards and norms laid down by the Management. It also insists the faculty to maintain her conduct with absolute dignity and

		<p>decorum in dealing with the superiors, colleagues and students throughout. The professional matters are brought to the attention of the faculty through periodical meetings of staff council, departments and PTA. Students' feedback is taken periodically which are communicated with the concerned faculty. The issues and grievances are redressed properly.</p>
Code of Conduct for Non Teaching Faculty	01/06/2018	<p>Code of conduct for non teaching staff ensures that they maintain honesty, integrity and fairness in all activities they are associated with. It encourages the staff to exercise self discipline and to deal positively with superiors, staff and students . Feedback about the staff is taken from various stakeholders on their behaviour and performance and feedback is provided to them. The issues of concern are addressed by the managerial authority and corrective measures are ensured.</p>
Handbook and Calendar for Students	01/06/2018	<p>The code of conduct for the student community is diffused through the college handbook published anew every year. The set rules and regulations mandated in the handbook focus on inculcating positive behavior among students and to inculcate punctuality, discipline and professionalism. To ensure the complaint behavior of the students, different cells function in the college under the superintendence of the teachers like Discipline committee Advisory</p>

Monitoring cell that abridges the students and authority Antiragging that takes preventive measures relating to ragging. The mentoring process along with the catechism and moral science classes also help cement the prescribed code of conduct.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Organised a Seminar on Human rights by Human Rights Forum on the topic Human right Awareness - Conceptual Analysis on UDHR	10/12/2018	10/12/2018	91
Observed Universal Human Rights Day and took human rights pledge	10/12/2018	10/12/2018	91
Observed International Anti Drugs Day	19/12/2018	19/12/2018	82
Organised Nature Camp To inculcate oneness of all living beings	09/01/2019	11/01/2019	36
Inter Collegiate Prof. Rebecca Mathen Memorial Debate on 'Judicial Activism: A Boon or Bane'	13/01/2019	13/01/2019	20
In connection with the celebration of Gandhijis 150th birth anniversary college organised an exhibition to remind the student community about the efficacy of the message of Mahatma Gandhi Observance of Martyrs Day	30/01/2019	30/01/2019	1500
Attended 26th International Conference of Indian Association of Palliative Care	08/02/2019	10/02/2019	4

at Aeli Hills, Keezhumadu, Thottumugam Aluva			
Constituted WALL OF DEMOCRACY monthly wall magazine to propagate constitutional philosophies, rights, duties	01/06/2018	31/03/2019	97
Organised a Campaign on VVPAT in connection with Loksabha Election 2019 in association with Ernakulam District Election commission	22/03/2019	22/03/2019	61
Organized a Model Youth Parliament in the college for inculcating the spirit of democracy among the neo electorate.	22/03/2019	22/03/2019	51
SVEEP (Systematic Voters Education and Electoral Participation) programme of the Election Commission of India. Mr. Abdul Jabbar (Resource person Ernakulam District Election Commission)	03/08/2018	03/08/2018	97
Flood Relief Activities compassion towards fellow beings	01/10/2018	31/10/2018	38
International Yoga Day Celebration a yoga class was organised	21/06/2018	21/06/2018	550
Observance of Antinarcotics Day	26/06/2018	26/06/2018	68
Observed national blood donation day	01/10/2018	01/10/2018	100
Participated in District Youth Parliament at Nehru Yuva Kendra, Kakkanad	27/10/2018	28/10/2018	4

Observance of constitutional day The preamble was read out by the students.	26/10/2018	26/10/2018	91
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Being highly committed to the protection of environment, several eco friendly practices are taken up by the institution such as adoption of three Rs Reduce, Reuse and Recycle, practicing organic farming, organizing cleaning drive, solid waste management, sapling exchange programmes, encouraging ecofriendly products and conducting surveys to maintain an account of energy consumption by the college.

The college promotes sustainable alternatives to energy conservation primarily through the use of public transportation system. A system of car pooling is practiced among the staffs and barely a percent of 1.35 students and teachers depend on private mode of transportation. A regular feedback is collected by the Green Audit to identify the percentage of major stakeholders using public transportation.

To uphold the Gandhian principles, "Clean Kerala Drive" was inaugurated by Dr. Sr. Geege Joanamma Xavier, Principal in the college during Gandhi Jayanthi celebrations. "Clean Kerala Drive" ensured a clean campus with NSS volunteers taking initiatives to clean the premises of the college and Thanaloram.

All the departments of the institution promote Ebrochures, E Assignments, E Notes for academic requirements and cloth flex during events to reduce the use of paper. Likewise recycling is also an area of prime importance for which we have collaborated with the NGO Plan@Earth.

The Green Protocol was introduced by the NSS in the college on 5th September 2018. The "Green Campus, Clean Campus" initiative made the staff meetings more ecofriendly by the use of steel cups instead of paper glasses.

The department of Chemistry and Botany took initiatives to promote appropriate solid waste management. The former introduced Microscale Analysis in Organic Qualitative Analysis in order to reduce solid chemical waste and the latter came up with the idea of decontaminating the waste from microbiology lab before disposal.

The spirit of World Environment Day was enhanced through the awareness talk on the theme "Beat Plastic Pollution" by Dr. Seema K, Head of the Department of Zoology on 18th June 2018. The Zoology Club Nisarga organized a platform for the presentation and the screening of movie clippings provided by WWFIndia Kerala State Office.

The department of Botany takes initiative to maintain the campus green by planting and maintaining plants and trees. The rich foliage of the campus includes 1135 plants, of which 24 are trees and 98 are shrubs. The Botanical Garden maintained by the department of Botany has 120 plants. The greenery of the campus is a haven to many birds.

The pavements of the campus are made ecofriendly by replacing the tarring with interlocking tiles. It helped to ensure the free flow and seeping of rain water.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 Title: XavADAPT Xaverian Academic Dissemination and Practicing

Tradition Objectives: ? To instil scientific bent in the knowledge incurred ? To infuse social commitment ? To inculcate positive stance to environment The

Context: The College envisages establishing a culture of academia meet application through its venture of XavADAPT. It is a practice of knowledge dissemination among students and society embracing a theme of pivotal concern. The institution considers Environment as an area of focus to be propagated and proliferated amongst students and society. Practice: To achieve the goal, programmes are organised each year at two levels. (i) Academic Level - Academic Week The IQAC organises Academic Week every year espousing the motif of Environment. Academic week is a concept conceived by the institution to ruminate on the issues of contemporary concern in an institutionalized method. The modus operandi works on three realms Institutional, Departmental and Students'. In the academic year 201819, the institution embraced the crucial issue of "Kerala Floods 2018". At the institutional level, a time slot was fixed for the conduct of "Academic Lectures" on a selected topic by invited resource persons. This was done at a departmental or an interdepartmental domain. The students were given lectures on the environmental issues that entail Kerala Floods and gave a platform for them to deliberate on the matter. At the departmental level, an "Exhibition Competition" was arranged giving a frame for each department. At the Students' level, an "Interdepartmental PowerPoint Presentation competition" was organised on the topic "Kerala Floods 2018" in which 8 teams participated. A "Peer Teaching Programme" was arranged in which 2 selected students of each department gave lectures to the other students on the selected topic. (ii) Societal Level - Knowledge Dissemination and Practice in Society IQAC took initiative to usher in a culture of societal alliance amongst students. To engage the students in the ecological concerns that entail the Great Floods, cleaning drive was arranged in the adjacent vicinage and nearby localities. The "Clean Kerala Drive" gave a message to the students that the public roads and buildings are each one's responsibility, motivating them to clean the road from Thanaloram to Aluva Palace. Students cleaned the public Hall of Junior Basic School at Desom, Aluva which was a flood affected area. The College adopted 5 villages under UBA project and initiated developmental projects. Under the auspices of IQAC 47 faculty and 129 students visited and conducted a survey to estimate the environmental concerns of the areas. The initiative also aided in building a rapport with the adopted community and to establish a bond with them. Financial support was also extended under the auspices of management, Alumni and PTA of the college. The message of societal compatibility was ensured by conducting visits to Viruthimoola Colony, Purayar to distribute flood relief kit to 16 houses. To gauge the purview of the flood in the local communities, the students conducted a Survey of flood affected houses of Aluva Municipality. To get a firsthand knowledge about the vicissitudes of the flood, NSS camp was hosted in the Puthenvelikkara Grama Panchayath, the worst flood affected area of Ernakulam District. In the primary survey, the volunteers analysed the need of the community. As per the requirements of the local community, the volunteers cleaned the public roads and the premises of public and government buildings Panchayath library was renovated and bookshelves were rearranged according to the stock register. The volunteers also took part in the rehabilitation movement, "Unarvu" launched by the local community and endeavoured to sensitise the people about the causes of flood and to familiarize them with the disaster mitigation strategies. The students propagated knowledge of the relationship between environment and the natural disasters acquired from lectures to the local public. A warning about the possibilities of an impending draught that would follow the flood was also given to the public so that they would be careful while utilizing natural resources. The students also volunteered to water the plants in the draught stricken public area. Evidence of Success: The integration of the students in the society helped them to ruminate over the affairs of communal significance. The assimilation of the students with the

local community gave the students a firsthand knowledge of the true life and enabled them to sense the pulse of the society. Problems Encountered: The UBA villages adopted are vast in expanse which was hard to be covered by the students amidst the academic pursuits. Noncooperation from the natives' side was also challenging to make the practice fruitful. Best Practice 2 Title: XavQWEST (Xaverian Quality Women Entrepreneurship and Skills Training)

Objectives: ? To inculcate the spirit of self dependence ? To enhance the entrepreneur skills of the students ? To augment self sufficiency The Context: XavQWEST, a multidimensional venture unique to the College, has become synonymous with self economic independence for Women through its diverse entrepreneurial activities. Activities of different units encourage women to initiate, organize and run business enterprises of their own. From student's level, women in and around the institution are supported with various skill development initiatives to promote their entrepreneur skills and self reliance. Activities that center around XavQWEST are aimed at aiding women to perform all functions involved in establishing an enterprise. The Practice: The activities of XavQWEST in the year 201819 could be categorized into three: (i) SamrambhakaVedi SamrambhakaVedi under XavQWEST aims to offer a direct physical platform for women entrepreneurs, amateurs and experts to bring their skills and ideas in action. It gives the opportunity to materialise their incubated ideas and find financial gain for their efforts. • The College has a long tradition of promoting entrepreneurship among students, alumnae and women from different arenas of society through its OSAX Fair. It gives visibility and recognition to alumni entrepreneurs as well as other female run enterprises, including that of the students. The sale which started twenty five years ago has now given an opportunity to network and showcase the products of women from far and wide. OSAX is also regularly conducting classes in Calligraphy, tailoring, embroidery for women to promote self sufficiency. • Organized an Industrial Visit to Sprint Apparel Unit as part of Entrepreneurial Awareness Camp in association with Entrepreneurship Development Institute of India. The participants earned valuable insight into the working of the firm with a productive interactive session with the Managing Director. • "Blooming Pink 2018", Business Idea Competition became platform for 22 prospective and viable business ideas from students. The two selected ideas (Rakshak - Borewell Rescue System and Herbo Paper) were sent to the State Level Idea Challenge Competition conducted by the NGO "SamrambhakMitra" and were recommended to proceed with patents. • A sale of handmade denim bags, purses, pouches, key chains organised y ED club • Arranged Interaction with Women Entrepreneur, Mrs.Rosily Joy who runs the brand "Take Taste". • An industrial visit was arranged to Kitex and Anna Aluminium to get first hand experience. Students could also understand the working of Kitex Garment unit as well as Scoobee Day School bag manufacturing unit. • College Students' Council frequently puts up food and desserts stalls as their promotional events and uses the fund gathered, for the hosting of other students activities. (ii) Product Workshops XavQWEST promotes hosting workshops to give hands on training to create products, aiming to enable women to launch businesses of their own. • Organised One Day Workshop on "Liquid Embroidery" to give hands on training in myriad embroidery techniques enabling them to craft an embroidered manifestation on the fabric without sewing. • Organised workshop on 'Star Making' for the students. ChekuttyPava district coordinator taught the students the cost effective method to make stars. • The college extended its activities outside the institution organizing "Cake and chocolate making workshop" for the Kudumbasree members. The participants got hands on training on the preparation of cake varieties and Chocolate varieties. • Conducted hands on training on LED lamp assembling for students by MVoc Instructor of Electronics. (iii)Skills Training • A Skill Development Centre is functioning in the college to promote life skills for career development among selected students through 180 hours of training by highly qualified Skill Development Executives. • Organised skill

development training on making eco friendly paper bags and files to the students. • Organized programs in collaboration with KIED, DIC and KITCO. Organized industrial visits, business awareness classes, practical sessions on skill development training, interaction with entrepreneurs to give young women an insight into the possible avenues for self - employment. Problems Encountered and Resources Required: Our students, being women, encounter challenges and constraints with regard to the fund and time in accomplishing the desired goal. Tied to the rigid semester system, students lack sufficient time to pursue the entrepreneurial endeavours they have mastered. The funds needed are hard to be raised as the university grants and funds are minimal. The students had to evolve their own finance within the stipulated time frame.

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

<http://www.stxaviersaluva.ac.in/igac/best-practices/>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The distinctiveness of the institution lies in its vision to mould a generation of empowered women through liberal cultural practices that transform the life outlook of young women. The practices would impart in them a sense of freedom and independence that can empower their life through a process of development which is lifelong in its impact. To achieve this goal of empowering young women, we encourage programmes and club activities that encourage leadership, promote career advancement and instil in the students such values that promote eco sensitivity, constitutional awareness, managerial skills and self efficiency.

1. Title of the Practice: WEAIM (Women Empowerment Activities for Integral Maturation) WEAIM aims at empowering young women through various clubs functioning in the college. The activities of each club are diverse to ensure holistic and value added development.

1. Biodiversity Club: Biodiversity club, registered under Biodiversity department of Govt. of Kerala arranged a field trip to Abhayaranyam, Kodanad to unite the students with nature. Organized Energy conservation workshop for public with the funding of EMC, Govt. Of Kerala. A skit was played by students in front of Gandhi Square to sensitise the public.

2. Dance Club: The dance club of the college is active in reviving the students to celebrate the artistic talents inherent. The club organized varied competitions, both college level and interdepartmental level to give a platform for the students to showcase their talents. This year the club offered a stage to the members of the club to visualize in dance the sweet melodies of everlasting pull. The members participated in the intercollegiate fests organized by various institutions.

3. Club for differentlyabled students: Prepared Voice Bank for needy students at the time of internal as well as external examinations. Nearly 100 files were recorded, and copied to CD and provided to them. A copy of the same has been provided to the college library also.

4. Music club: Myriad opportunities are provided to students of musical aptitude to voice their talents. The musical tribute arranged by the music club students in memory of Late Balabhaskar enthralled the audience.

5. Readers and writers club: Members are given regular exercises to ignite their skill. In association with the Malayala Manorama News Paper conducted Vayanakalari to promote reading.

6. Painting and Photography club: To enkindle the innate aptitude organised tattoo designing and live model drawing competitions. Also organised a painting exhibition in connection with the Academic Week Observation.

7. SochVichar club: Hindi proficiency is enhanced through club activities. Celebrated Premchand Jayanthi by conducting competitions (Poem writing, Essay writing) for the students.

8. ED Club: Organised an Industrial Visit to Sprint Apparel Unit as part of 3 days Entrepreneurial Awareness Camp

(EAC) conducted in association with IQAC and Entrepreneurship Development Institute of India. 9. Electoral Literacy Club: As a part of SSVEEP programme of the Election Commission of India, the district election commission of Ernakulam district arranged a class for the new electorate of the college. Skills training helped students bag prizes and recognition in varied competitions.

Provide the weblink of the institution

<http://www.stxaviersaluva.ac.in/institutional-distinctiveness/>

8.Future Plans of Actions for Next Academic Year

1. To get autonomy for the Institution Application submitted and under process
2. Expansion of infrastructure using RUSA funding
3. Start B. Voc Courses Got approval from UGC and waiting for the approval from University
4. 95 percentage Teaching Faculty Recruitment
5. Improvement in student results and quality up gradation
6. Introduce quality assessment for Nonteaching staff
7. Complete the ISO certification process
8. To implement innovation and incubation centre
9. Increase linkages/collaborations/MoU with Reputed Institutions
10. To strengthen green initiatives in the Institution and selected villages