



SELF STUDY REPORT

FOR

5th CYCLE OF ACCREDITATION

ST. XAVIER'S COLLEGE FOR WOMEN

PALACE ROAD, PERIYAR NAGAR

683101

<https://stxaviersaluva.ac.in>

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

October 2022

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

St. Xavier's College for Women, Aluva, established in 1964 and affiliated to Mahatma Gandhi University stands distinct and illustrious with a rich legacy of intellectual pursuits, aesthetic ventures and spiritual engagement as envisaged by the Congregation of Teresian Carmelites (C.T.C.). Following the ideals of the foundress, Servant of God, Mother Eliswa, the institution has set its own standards in fostering holistic development of women through quality education. With profound social commitment, the college offers need-based academic and non-academic scaffolding to students ensuring an inclusive and futuristic learning environment.

Resolute to be on the lead, the college is **ISO 9001:2015 certified** and has already **completed 4 cycles of NAAC accreditation** and secured **A grade with CGPA 3.33**. Inspired and invigorated by the previous NAAC accreditations, the college has taken positive strides in innovation, research and social outreach. The College's **5-star rating** (the only Arts and Science College from Kerala) in 2019-20 and 4-star rating (highest for the year) in 2020-2021 in the **National IIC ranking** and **Certificate of Recognition from ATAL Ranking in Performer Band** are proof of its leap in innovation. The college has also participated in the **NIRF ranking** winning a **position in 100-150 band**. In the **India Today Ranking**, the college has achieved prestigious positions like **8th among the top ten colleges with lowest fees at the national level, 2nd and 3rd in Science and Commerce** respectively among top three colleges city-wise.

The college has also been bestowed with **UGC, DST, KSCSTE, KSHEC, ICSSR, DBT-STAR and RUSA** funding gauging the potential of the college for vertical and horizontal growth. It has membership in **UNAI** besides the partnering with **MoE (MHRD)**, in programmes like **Unnat Bharat Abhiyan (UBA)**, **Institution's Innovation Cell (IIC)** and **Ek Bharath Shreshtha Bharath (EBSB)**.

Giving utmost focus on student-centric and inclusive educational patterns, the College offers **17 UG, 7 PG, 3 Ph.D Programmes** including the **newly introduced 3 B.Voc and 1 New Gen Integrated Course**. In the assessment period, the college offered **423 Add-On Programmes including Diploma, Value- Added, and Certificate courses**. Aligned to the **Sustainable Development Goals (SDGs)** and **UNAI principles**, varied activities addressing environmental concerns, gender sensitization, human values and community development are also undertaken by the college. The College NSS unit is famed for bringing laurels, bagging **University and State awards and recognitions** every year, enhancing the extension and outreach endeavours of the College. Furthermore, **13 Cells, 7 Registered and 18 Non-registered Clubs** functioning in the college, help create a generation of empowered women capable of forging ahead for creating a better and brighter future.

Vision

St. Xavier's College for Women **envision**s the **empowerment of women** through **academic excellence and spiritual enlightenment** for their **educational, social and cultural enhancement**.

Mission

The institution provides an ideal academic environment for lifetime learning, nurturing the students as responsible women and resourceful global citizens, committed to national and cultural values.

Motto

On the path of knowledge, love & service

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Rich legacy of being an exclusive Campus for women with its distinctive focus on women empowerment

- Proactive and visionary Management facilitating inclusive educational environment
- ISO 9001:2015 certified institution
- 5 Star rating in Institution's Innovation Council(IIC), under MoE, Government of India
- Good NIRF Ranking among colleges at the national level
- Recognition as “Performer” in ATAL Ranking
- Placed in the India Today Ranking with 8th Position in the Top 10 Lowest Fees colleges, 2nd in Science and 3rd in Commerce Top 3 Colleges City-Wise
- Implementation of DST FIST, DBT STAR and RUSA schemes
- Nodal Institution status in Virtual Lab
- Nodal Institution status in NPTEL
- Experienced, dynamic and Committed faculty members of which more than 71% permanent faculty with Ph.D.
- Service-minded administrative and supporting staff
- Well-structured institutional modus operandi based on Policy documents
- Outcome Based Education and well-organized teaching learning and evaluation process strictly adhering to academic calendar
- Active Research Promotion Council, 3 research centres with 17 Research Guides, 53 Research scholars and 3 peer reviewed research journals
- RFID assisted fully automated state-of-the-art library replenished with e-resources
- Strategically developed infrastructure with Wi-Fi facilities, Smart Classrooms and ICT enabled classrooms
- Industrious and disciplined students with more than 82.5% pass percentage
- Major, minor and student projects funded by UGC, DST, KSCSTE, KSHEC, ICSSR etc.
- Highly advanced Innovation and incubation Centre stimulating Innovations and Start-Ups
- Decentralized and participatory administration with delegation of authority through Operations Manual
- e-Governance in all processes including an efficient examination system
- Excellent linkage with community through extension activities under UBA, NSS, NCC etc.
- Well-structured mentoring and student support system
- Career Oriented Add- On Courses.
- Strong-rooted Parent Teacher Association and Alumnae Association
- Empowering socially backward communities.
- Active Alumni (OSAX), vibrant retired faculty members(RELAX) and ever-enthused retired

administrative staff (RENTAX).

- Noteworthy Achievements in Arts and Sports
- Easily accessible location.

Institutional Weakness

- Delay in Examination Results as scheduled by the affiliating university.
- Lack of Academic freedom to start new courses.
- Dearth of International Collaborations
- Low number of Minor and Major projects
- Scarcity in Industry collaborations

Institutional Opportunity

- Potential to be one of the best women's colleges in the State.
- Potential to become an autonomous college.
- Prospects for innovation and Start-ups through the state-of-the-art Incubation Centre
- R&D cell enhances the scope for a greater number of research enterprises
- Platforms to fine tune and develop women entrepreneurship
- Provisions for vocational training and skill enhancement through B.Voc and Diploma courses and industry- based curriculum modifications
- Possibility to establish more Research centres and produce more Ph.Ds as more than **70% of the permanent faculty** are Ph.D holders.
- Provision for Infrastructural expansion in the new land acquired.
- Academic as well as community oriented best practices open the vistas for individual and social development
- Potent Alumni participation ensures extended social welfare
- Easy access to road, rail and air transportation modes facilitates collaborations and community linkage initiatives
- Scope for interdisciplinary and sponsored projects.
- Scope for improvement of digital literacy amongst women.
- Keeping pace with the market, prospects to introduce more market-oriented courses like BCA

Institutional Challenge

- Disparity in digital access and socio-economic profile among students
- Restricted resource mobilization for research
- Frequent Semester examinations and a lesser number of working days.
- Restrictions from the affiliating university on new courses, fees and number of working days.
- Resource mobilization through projects/ grants
- Industry collaborations with high profile companies
- More New-Gen Courses with University affiliation

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Catering to the mandates of the OBE, all programmes have **well-defined POs, PSOs and COs** based on the objectives framed by the affiliating University.

IQAC monitors effective curriculum planning and delivery through a well-defined and documented process that includes **Strategic plan, University Academic Calendar, College Academic calendar and Handbook, Course plan, Departmental Year Plans of curricular, co-curricular and extension activities, Departmental OBE committees, Result and Outcome attainment analysis, Open house, Virtual learning platform** like LMS Moodle, Google Classroom, Webex, Google meet. Zoom and **stakeholders feedback system**.

During the assessment period 2017-22, the college has introduced several programmes/ initiatives as mentioned below;

- **Introduced 7 new academic programmes** to impart employability and skill development supplementing University Curriculum, namely,
 - Two PhD programmes
 - One new generation PG programme
 - Three B.Voc programme
 - One B.Com-Cooperation programme
- Introduced **423 Add-on/Value-Added** courses and **4885 students enrolled** during the assessment period.
- Initiated “**Coursera@Campus**” whereby **50** faculty and **439** students benefitted and acquired course certificates.
- Launched “**NPTEL Local Chapter**” facilitating **35** faculty and **1031** students enrolled in NPTEL-Swayam courses.
- **439** students completed Coursera Courses
- Offered **10 UGC-sanctioned Certificate** programmes during the assessment period.
- **1557** students undertook project/field work/internship during the current academic year 2021-2022.
- **Offered Open Course** in UG and Elective Courses in PG programmes facilitating multidisciplinary approach.
- OBE was institutionalised with a proper mechanism.
- **Value orientation, gender sensitivity, environment consciousness and social responsiveness** were imparted to students through value education classes, mentoring, counselling, add on courses and cell/club/association activities.
- Integrated **Environment and Human Rights, Organic Farming and Manure Making** in the curriculum as compulsory courses in UG Program.
- **Cross cutting issues** such as Human Values, Gender sensitivity, Professional ethics and Environment and sustainability and SDGs are addressed through **180 courses** in the curriculum and supplemented through NSS/NCC/Clubs/Cells/Associations.
- **Collaborated with reputed institutions and industries** to conduct of training programmes, placements, internship training, hands-on training and research.
- **Additional Skill Acquisition Programme** were offered to enhance communication skills.
- **Experiential learning** was brought about through practical components such as internship/field projects/field visits/educational tours.
- **Research oriented teaching** helped achieve **success in National and State level innovation contests**.

- Curriculum **feedback from the stakeholders** were collected and analysed and corrective actions taken where necessary.

Teaching-learning and Evaluation

St. Xavier's College mission is to provide a holistic education to women students and to nurture them as responsible and resourceful individuals. To this end the college moulds its teaching learning and evaluation system starting right from the admission process and till ensuring achievement of desired outcomes as described below.

- The college adheres to the reservation policies of the Government of Kerala and the admission procedures of Mahatma Gandhi University.
- The **admission process** is done through University's **Centralised Allotment Process (CAP)**, and the average enrolment ratio is more than **88%**.
- The **average number of students** studying in the College during the assessment period is **1850**.
- The institution adopts a **student-centered learning environment** that includes different methodologies such as experiential learning, participative learning and problem-solving.
- The college adopts **entry-level tests** to support the students by assessing their knowledge levels and offering them **Bridge courses** for their smooth transition to relevant curriculum.
- Additionally Quizzes, Walk With a Scholar (WWS) Programme, Student Support Programme (SSP), Additional Skill Acquisition Programme (ASAP), **Spytis Projects, Remedial Classes** etc. further enhances the teaching-learning process.
- The full-time teachers against sanctioned posts is **100%** and the **student-teacher ratio** during the assessment period is **1:19**. Above **78%** full-time teachers are qualified with **NET/SET/PhDs**.
- The **IQAC** has put in place a **mentoring policy** that involves all full-time teachers.
- The highly motivated faculty comprises of **2 Professors, 8 Associate Professors, 46 Assistant Professors and 29 NET qualified faculty**. The average teaching experience of the faculty is 10 years.
- Innovative teaching methods and **ICT tools** aid effective curriculum delivery. LMS Moodle and other learning platforms like Google classroom, Virtual Lab, Coursera and other Open Educational Resources enhance effective teaching learning environment.
- **Formative and summative assessments** are used to promote learning. The **formative assessment** is based on attendance, assignment, seminar/viva and internal examinations. The **summative evaluation** involves University end-semester examinations and practical examinations/viva-voce/project evaluation, etc.
- The institution has a **three-tier grievance redressal** mechanism – Department, College and University level and students can register their exam related grievances either through a grievance form or online grievance portal in the college website.
- **POs, PSOs and COs** are stated and **displayed in the website** and in the departments.
- The **attainment of course outcomes** are analysed using direct and indirect methods. The direct method includes formative assessment and indirect method includes course exit survey. PO and CO attainment are evaluated by **Accredit 360** software.
- The **implementation of OBE question paper** ensures how far the learning outcomes are achieved by the students.
- **Result Analysis** is done both at Department and College level and **average pass percentage** for the assessment period is **84%**.

Research, Innovations and Extension

Resolute on augmenting research culture, innovative thinking and extension activities, the college has an established system to facilitate students' academic, cognitive and social growth.

- The college offers **Ph.D. programmes in three disciplines**, English, Commerce and Physics.
- **53 Research scholars** have registered under **17 MG University approved research guides produced 8 PhDs** and **4 have submitted their thesis** during the assessment period.
- During the assessment period, the college received **Rs. 380.78 Lakhs** as **research grants** from funding agencies. The college has received financial support through **DBT-STAR** and **DST- FIST** Schemes of the government of India.
- The college has been successfully **publishing a bi-annual peer reviewed multi-disciplinary journal "Discourse- Xaverian Research Journal"** for the last **9 years**.
- The faculty has published **151 research papers** of which **38 papers** are listed in **UGC CARE journals** and **63 articles in edited books** with ISBN number.
- The college has an MoE and MHRD recognised Institution Innovation Council (**IIC**), Innovation and Entrepreneurship Development Cell (**IEDC**), Entrepreneurship Development (**ED**) Club, Incubation centre- **SPACE**, **IPR** cell and has initiated National Innovation and Start-up Policy(**NISP**) on instructions from MoE.
- As a recognition of **Institution Innovation Council's activities**, the college has received **5-Star rating** in 2019-20, **4-Star rating** in 2020-21 and **Certificate of Recognition** from **ATAL Ranking in Performer Band** from MoE.
- Our students bagged **First in the State Level Hackathon ED Conclave, Enlight 2020** organised by the Industry and Commerce Ministry, Government of Kerala.
- As a **recognition of its innovation activities**, the college received **Mentorship Status** with financial support by MIC & AICTE
- **168 seminars, lectures and workshops** were organised in research methodology, entrepreneurship and IPR during the assessment period.
- Assimilating the **UNAI principles, Sustainable Development Goals** and schemes under Pradhan Mantri Yojana, the extension activities were carried out in the neighbouring communities to sensitise students on pivotal social issues.
- The institution has carried out **320 extension and outreach programmes** in the neighbourhood through **N.S.S., N.C.C., Cells, Clubs and Departments**.
- The **N.S.S. unit** of the college was **awarded the best unit** of the M.G. University **thrice-2017-18 2020-2021 and 2021-2022**. In appreciation of the activities carried out in society, especially during Kerala Floods 2018, COVID-19 etc., the N.S.S. and N.C.C. units of the college have received many recognitions.
- Two of the extension projects, viz., '**Thanaloram - Wayside Park**' and '**Household Self-sufficiency and Waste management**' were awarded Best Social Action Plans (SAP's) by the **British Council**.
- The college has **adopted five villages** under **Unnat Bharat Abhiyan** of MHRD.
- The college has **124 functional MoUs, collaborations and linkages** with reputed institutions for research, faculty and student exchange, internship, on-the-job training, field trip, etc.

Infrastructure and Learning Resources

St. Xavier's College for Women, Aluva campus is spread over 8.2 acres, ideally situated alongside the river Periyar and its strategic location provides easy access to all public transport facilities including Metro, Rail and

Bus. It is a self-contained campus and caters the students' academic, cultural and sporting needs.

- **46.78 % of the Total expenditure** during the assessment period has been utilized for **Infrastructure augmentation** and **20.07% is utilized for maintenance** of infrastructure.
- The **Campus is spread over 5 blocks** - Jesus Block, Mount Carmel Block, St. Joseph Block, St. Ann's Block and Mother Eliswa block.
- The **College infrastructure** is also made available **for various public exams** and societal-oriented programs ensuring sharing of location benefits to society too.
- The **campus is 'disabled friendly'** with special facilities like ramp, lift, skywalk ramp, disabled-friendly bathrooms, wheelchair and tactile path etc.
- The College Infrastructure caters to the teaching-learning needs of **14 UG** programs, **3 Vocational** programs, **7 PG** programmes and **3 Research Centers**. The facilities include:
 - **66 Classrooms** spread over **5 Blocks** of which **94% are ICT-enabled classrooms**
 - **4 Smart classrooms**
 - **7 Seminar halls**
 - **19 Science Laboratories**
 - **Research Labs** in Physics, Zoology, Botany and Microbiology departments
 - **1 Language Lab**
 - **7 Computer Labs**
 - **2 Audio Visual Rooms**
 - **1 B.Voc. Culinary Lab**
 - **1 B.Voc. Fashion Lab**
 - **Auditorium** with a seating capacity of 2000
 - **Innovation and Incubation Centre (IIC)**
 - Adequate Physical (**56 CCTV cameras**) Security
- The IT facilities of the institution provides adequate computing facility to students that include:
 - **298 Computers** with **Student-Computer Ratio of 5.95**
 - **45 Printer/Scanners** and **9 Photocopiers**
 - **73 Projectors** and **2 LCD TV**
 - **Wi-Fi enabled campus** with **3 Wi-Fi hubs** for students
 - **4 Internet Connections**
- The campus has a **recording studio and Campus Radio**
- The college has **RFID enabled fully automated college library** spread over a total **area of 581.67 sqmts.**
- Library facilities include:
 - **Sr. Anna Digital Library** (E Repository)
 - Access to e-journals through INFLIBNET and N-LIST
 - Departmental Libraries
- **The college sports and fitness infrastructure include**
 - Volleyball and basketball court
 - Kabadi Court
 - Yoga centre
 - Foyer that functions as both Volleyball and badminton court
 - Recreation room for table tennis and chess
 - Fully equipped gymnasium
- **Other Facilities:**
 - Canteen
 - Hostel

- Guestroom
- Herbal garden
- Mushroom Cultivation Facility
- College Bus facility

Student Support and Progression

The college offers a conducive environment for the students learning process and facilitates student progression, with its support on various fronts which includes access to scholarships, capacity building, participation in sports and cultural arenas and career guidance and placements and alumni engagement.

During the assessment period 2017-2022:

- **64.85%** of students benefitted from scholarships and freeships provided by Government, non-government agencies and college-funded endowments.
- **5997** students benefitted from scholarships of a total amount of **Rs.476.09** lakhs.
- **93 programmes** were organized under the leadership of various departments to enhance the Soft Skills, Language and Communication skills, Computing/ ICT Skills and Life Skills of the students.
- **38.23%** of outgoing students secured placement and/or progressed to higher education.
- **NET coaching and Civil Service/Competitive Examination training sessions** have benefited **33.82 %** of students. **210** students appeared for various competitive examinations of which **62** qualified.
- The Grievances and complaints of the students are addressed by **Grievance Redressal Cell, Anti-Sexual Harassment Cell and Anti-Ragging Cell**. Students' grievances are collected through online and offline methods which are addressed at various levels and solutions are provided.
- To ensure the placement and progression of students, **Career Guidance & Placement Cell** organized career guidance and pre-placement training sessions, Short-term course on Employability Skills and Campus Placement Drives on and off campus.
- **The Career Guidance and Placement Cell organized:**
 - **3 Short-Term courses** on Employability Skills, in association with TCS and Tech Mahindra
 - Employability skill development sessions for Banking and Government sector placements
 - Awareness on Overseas Education and Seminar on Medical Coding.
 - One International webinar on Anglo Scopes series
 - **65 Career Counseling /Guidance/Training for Competitive Examinations/Placement** were conducted in the college through **Career Guidance and Placement Cell and various departments**
- The College also promotes students' participation in sports and cultural activities, and the students participated in **157** cultural and sports programmes during the assessment period, securing **106** awards and medals at University/ State/National Levels.
- The institution's registered alumni association (Old students association of St. Xavier's -**OSAX**) supports the activities of the college in various ways;
- Honouring Alumni achievers and University rank holders
- Non-academic financial support of **Rs. 6.36 lakhs** and academic support of **Rs.1.70 lakhs** - as endowments, scholarship and study aid during 2017-2022.
- Donated **Open Theatre**
- Conducts Alumni lecture series in all departments.
- OSAX Provides non-financial support in the following forms:
- Annual Newsletter – **Nostalgia**

- OSAX fair – USTAV as a shopping and food festival for students encouraging women entrepreneurship.
- As resource persons for outreach activities.

Governance, Leadership and Management

The college has a well-defined vision and mission statement which directs and guides the institution's Board of Management in its governance.

- The Board of Management acts as the apex body for policy-making and adopts a democratic and participatory approach, interacting with all major stakeholders through its Student Council, Staff Association, PTA, Alumnae Association and Advisory Committee, ensuring a decentralised and horizontal mode of governance.
- The college has exclusive policies and procedural directions ranging from Administrative to Environment concerns, that highlight the principles of the institution and forms the quintessence of its efficient functioning.
- The **five-year strategic plan** fulfills the vision and mission of the college and ensures efficient planning and implementation of the teaching-learning process and student support programmes.
- E-governance measures are administered in admission, fee collection, attendance registry, internal mark processing etc.
- Annual Academic and Administrative Audit, ISO Audit are conducted to confirm the appropriate functioning of different bodies.
- The management implements efficient employee welfare programs including providing timely financial support and loan facility.
- The institution has a multiple-tier performance evaluation system for both teaching and non-teaching staff. With an aim to improve the professional competency of the staff, professional development programmes are organised for teaching and non-teaching staff every year.
- The institution has a distinct mechanism to monitor efficient utilisation of available financial resources and has committees including planning committee, purchase committee and fund mobilisation committee to trace and use the funds in an optimal way.
- The college receives grant-in-aid from the various schemes of State and Central Government agencies and from non-government agencies and a regular audit mechanism for government and management accounts is in place to ensure financial transparency and accountability.
- A strong IQAC is functional in the college with a well-defined plan of action and review mechanism. IQAC institutionalized many innovative quality assurance practices, strategies and processes like Library Week, Academic Week, Entrepreneurs' Week and Women Empowerment Week.
- IQAC streamlined documentation, data collection process, feedback collection and its analysis and organised training programmes and collaborative quality initiatives with other institutions.
- IQAC also conducted Academic and Administrative audit, Infrastructure, energy, environment and green audits every year.
- IQAC in the post-accreditation period made significant contributions for the following:
 - Participation in India Today Ranking/ NIRF Ranking/ATAL Ranking etc.
 - DBT Star College Status
 - Institution Innovation Council
 - OBE implementation & Result Analysis
 - Curriculum and General feedback
 - E-governance Implementation

Institutional Values and Best Practices

The Sustainable Development Goals and the UNAI principles are integrated into the operational system of St. Xavier's College. Focused to address the pressing global challenges and cross-cutting issues like gender, environment and sustainability, inclusiveness, values and ethics, the college has incorporated variety initiatives within its regular functioning.

Gender equity is the norm held high by the institution through 68 curricular and co-curricular activities conducted in the last 5 years. The institution also offers **42 courses** that address pertinent gender related issues.

To sensitize students about social, ideological and cultural diversities, the institution initiates **celebrating days and events of national and international importance** for which 173 number of events were organised in 5 years.

College takes great care in **promoting the national integrity** and in **upholding the values envisioned in the constitution** through 121 number of initiatives. Inclusiveness is maintained from admission to the daily activities, both among staff and students.

To keep abreast of the global need for energy conservation, the college has **installed solar panel of 8 KW**, wheeling it to the grid. As a step to sustain and safeguard the electrical energy, the college also resorted to other alternative power efficient practices like replacing the filament bulbs and tubes with LED, five and four star rated power efficient refrigerators and sensor lamps.

Efficient waste management is ensured through proper waste disposal. The MoU with Green EvoTech helps in disposing non-biodegradable wastes. Biogas plant, Vermi Compost unit, incinerators, Chemical waste plant etc. are useful to manage wastes within.

Eco-friendly campus is maintained with green initiatives like water conserving practices, restricting pollutants, landscaping, etc. Environmental, green and energy audit aids in tracking ecological sustainability in campus.

The **Barrier free environment** in the campus ensures inclusion of the specially privileged which is visible from the admission process to the facilities that are unique in the campus.

The two Best practices of the institution are:

1. **XAVERIAN CARE:** aims at the integration of academic and social participation of students in extending Environment and Social Care
2. **XAVERIAN INNOVATIVE AND ENTREPRENEURIAL INITIATIVES:** helps in enhancing the innovative and entrepreneurial skills among students, alumni and women.

The Institutional Distinctiveness, **WE-AIM**, is focussed on ensuring the formation and development of its students into responsible women who can contribute to the creation of a better society by initiating a change in the world they live in.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	ST. XAVIER'S COLLEGE FOR WOMEN
Address	Palace Road, Periyar Nagar
City	ALUVA
State	Kerala
Pin	683101
Website	https://stxaviersaluva.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Milon Franz	0484-2623240	9746481823	0484-2628840	college@stxaviersaluva.ac.in
IQAC / CIQA coordinator	Sujatha N V	-	9446894045	-	sujathanv@stxaviersaluva.ac.in

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	Yes Minority certificate.pdf
If Yes, Specify minority status	
Religious	Christian
Linguistic	
Any Other	

Establishment Details				
State	University name	Document		
Kerala	Mahatma Gandhi University	View Document		
Details of UGC recognition				
Under Section	Date	View Document		
2f of UGC	04-01-1969	View Document		
12B of UGC	31-03-2006	View Document		
Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	Yes
If yes, name of the agency	Ministry of Education Institution Innovation Council Government of India
Date of recognition	06-11-2019

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Palace Road, Periyar Nagar	Semi-urban	8.2	33184.2

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English	36	Plus Two	English	40	39
UG	BA,Malayalam	36	Plus Two	Malayalam	40	39
UG	BA,Economics	36	Plus Two	English	52	52
UG	BSc,Mathematics	36	Plus Two	English	40	30
UG	BSc,Physics	36	Plus Two	English	40	24
UG	BSc,Chemistry	36	Plus Two	English	30	20
UG	BSc,Botany	36	Plus Two	English	32	23
UG	BSc,Zoology	36	Plus Two	English	40	24
UG	BSc,Zoology	36	Plus Two	English	30	19
UG	BCom,Commerce	36	Plus Two	English	70	68
UG	BCom,Commerce Self	36	Plus Two	English	40	35
UG	BCom,Commerce Self	36	Plus Two	English	40	34
UG	BCom,Commerce Self	36	Plus Two	English	50	46

UG	BVoc,Commerce Self	36	Plus Two	English	50	19
UG	BVoc,Commerce Self	36	Plus Two	English	50	0
UG	BVoc,Commerce Self	36	Plus Two	English	50	3
UG	BA,Communicative English Self	36	Plus Two	English	30	21
PG	MA,English	24	Degree	English	15	14
PG	MA,Malayalam	24	Degree	Malayalam	15	13
PG	MSc,Physics	24	Degree	English	24	20
PG	Integrated(PG),Chemistry	60	Plus Two	English	15	9
PG	MCom,Commerce	24	Degree	English	15	14
PG	MCom,Commerce Self	24	Degree	English	30	19
PG	MSc,Microbiology Self	24	Degree	English	20	20
Doctoral (Ph.D)	PhD or DPhil,English	60	Post Graduation	English	7	4
Doctoral (Ph.D)	PhD or DPhil,Physics	60	Post Graduation	English	4	3
Doctoral (Ph.D)	PhD or DPhil,Commerce	60	Post Graduation	English	3	3

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	2				8				53			
Recruited	0	2	0	2	0	8	0	8	0	53	0	53
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				27			
Recruited	0	0	0	0	0	0	0	0	0	27	0	27
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				29
Recruited	2	13	0	15
Yet to Recruit				14
Sanctioned by the Management/Society or Other Authorized Bodies				14
Recruited	1	9	0	10
Yet to Recruit				4

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	2	0	0	5	0	0	31	0	38
M.Phil.	0	0	0	0	2	0	0	5	0	7
PG	0	0	0	0	1	0	0	10	0	11
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	3	0	3
M.Phil.	0	0	0	0	0	0	0	5	0	5
PG	0	0	0	0	0	0	0	26	0	26
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	3	0	3
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	5	6	0	11

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	1546	11	0	0	1557
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	217	0	0	0	217
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	1	0	0	0	1
	Female	37	0	0	0	37
	Others	0	0	0	0	0
Diploma	Male	0	0	0	0	0
	Female	7	0	0	0	7
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	59	69	61	77
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	6	8	8	8
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	23	20	23	24
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	247	257	257	257
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	270	286	291	297
	Others	0	0	0	0
Total		605	640	640	663

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	<p>The institution believes in the efficacy of interdisciplinary approach to enhance academic experience of the learners which is accomplished by integrating humanities and science subjects. The areas of interdisciplinary approach include: Open Course: UG departments offer subject-specific courses which are open to students of any discipline. Hence, students have the liberty to choose and integrate humanities and science subjects, thereby going interdisciplinary. Student Projects: Semester 6 UG and Semester 4 PG students undertake projects which are interdisciplinary in nature which are reflected in the Departments of Commerce, Zoology, Botany, Microbiology, English, Malayalam,</p>
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	<p>Communicative English, Physics and Commerce</p> <p>Self. Add-on Courses: A good amount of add-on courses in the college are interdisciplinary in nature to enhance the extensive and comprehensive outlook of the students. Moreover, this course offers job opportunities to students. The college offers 81 add-on courses of interdisciplinary nature.</p>
2. Academic bank of credits (ABC):	<p>Academic Bank of Credits: The college has initiated New Gen courses like Integrated M.Sc in Basic Sciences (Chemistry) which has the Entry- Exit system and the Academic Bank of Credits. This offers academic flexibility to the students. More such courses will be commenced in the near future. E-Content development and Teaching Modules: Teaching faculty are facilitated to develop teaching and learning contents via remote access which are deposited in the digital repository of the college library.</p>
3. Skill development:	<p>Anchored on its vision of empowering women through academic excellence and spiritual enlightenment for their educational, social and cultural enhancement, St. Xavier's College for Women, Aluva offers holistic education. It involves educating its primary stakeholders to become well-rounded, confident and constructive members of the society. Paying equal respect to the emotional, physical, social and cognitive wellbeing of the learners, the institution facilitates to engage in experiential learning. The college ensures vocational training of the students through 2 regular courses, Zoology Model II and Communicative English which integrates On-the-Job training programmes to enhance vocational skills. In addition, 3 B.Voc and 32/35 Add-on courses equip students with skill training to meet the demands of the daily life. To give more weightage to vocational training, the institution is planning to substitute assignment with a vocational course so as to ascribe it credit value. Industry veterans and skilled craftsmen are invited as trainers and resource persons for the above mentioned courses to give real life training to the students. B Voc and MOOC courses which are functional in the college are also part of the National Skill Qualification Framework. Value education classes and counselling sessions offered in the college enhance the mental quality of the students. In the year 2020-2021, St. Xavier's College Aluva conducted</p>

	<p>twelve counseling sessions for students, led by the Counseling Cell. Many students participated in this as per their requirements.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>Integrating the National Education Policy, the institution is extending and expanding the purviews of education to meet the new parameters. The initiatives of the institution are effectual in terms of moulding interspersed generations who grow up as individuals of unified sensibility. In line with the mandates of NEP, Indian language and culture are integrated into the syllabus which include: • Modern Malayalam Literature in Translation- BA English Literature • Indian Aesthetics and Practical Criticism- BA English Literature • Sanskrit Literature- BA Malayalam • Common Course- English • Second Language Courses- Hindi, Malayalam These courses relate to the study of ancient, medieval, modern, post- modern, cultural, social and linguistic aspects of Indian Culture thereby facilitating students' deep bonding with Indian knowledge system.</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>The institution is focused on student oriented educational approach for which outcome based education is implemented. Programme, Programme specific and Course outcomes are charted and regularly communicated to students to align it with teaching-learning process. Moreover, outcome attainment analysis is done for the UG programmes for 2017- 2020, 2018-2021 and 2019-2022 batches and PG programmes for 2018-2020 and 2019-2021 batches. Based on the attainment analysis, corrective measures are taken to effectuate the reach of outcomes.</p>
<p>6. Distance education/online education:</p>	<p>Online education has become the new normal for the institution as it incorporates online mode of teaching with the regular teaching process. Online platforms like Zoom, Google Meet, Google Classroom, Quiziz, Kahoot etc. are utilised for curriculum delivery and assessment. Add-on courses and certificate courses are also interspersed with online teaching. D-Teach, Epertease etc. are some of the training programmes organised for the faculty via online mode. Webinars and online conferences on topics of contemporary relevance are also organised for staff and students to facilitate distance education. Plan of Action: 1. Establish Interdisciplinary Research Centers. 2.</p>

Initiate more Vocational Courses 3. The Entry- Exit system and the Academic Bank of Credits are just being implemented in Integrated M. Sc in Basic Sciences (Chemistry). Once that process is in place, it will be useful for students. 4. Implement more activities related to life skill enhancement.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1774	1828	1849	1885	1912

File Description	Document
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Institutional data in the prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 163

File Description	Document
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Institutional data in the prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
90	87	92	92	93

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
930.3450791	708.1819461	356.1069937	301.5851718	321.55139

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

St. Xavier's College for Women, affiliated to Mahatma Gandhi University, integrates the curriculum provided by the university with its vision and mission. Integrating the UNAI principles, Sustainable Development Goals and HEI core values, the college effectively implements and delivers the curriculum, focusing on contribution to national development, fostering global competencies, inculcating a value system and promoting the use of technology. The mandates of the NEP are integrated into the curriculum which brings in a transition in the teaching-learning approach. Cross-cutting issues are also addressed extensively to sensitise the students. Recent developments in respective disciplines, industry-based needs, innovative projects, global employability etc. are targeted with much significance. The mechanism is as follows:

Curriculum Delivery Planning

- IQAC prepares an Annual Academic Plan accommodating the university academic calendar and departmental academic plans which is published in the College hand book and website.
- The Syllabi of various Programmes, Programme outcomes, Programme Specific Outcomes, Course Outcomes, weightage of Internal and External examinations are communicated through the college website.
- Preparation of institutional general timetable, the department timetable, departmental organogram and teachers' course plan
- Preparation and publication of Internal exam timetable well in advance
- **423 Add-on, Value-Added, Certificate/Diploma courses** supplementing the university curriculum

Classroom Management

- Adaptive Teaching Methodology as per the requirements of each student.
- Identifies Advanced and Slow Learners to implement ATM
- Special programmes for Advanced learners and Slow Learners

Curriculum Delivery Process

- Faculty members prepare Course Plan focusing course outcomes
- Induction programmes for first-year students and orientation programmes for parents to give wider knowledge on curriculum and conduct of internal exams.
- Curriculum Transaction through online and offline modes
- Faculty use LMS-Moodle and ICT platforms like Google Classroom, YouTube Channel, Quizizz, Kahoot, etc.
- Access to N-List resources and Moodle through college website
- E-resources prepared by the faculty, Question Bank, and previous years' University question papers are made available in the digital library
- Student participation in '**Academia Interact Programme**', paper presentations, webinars/seminars, study tours, workshops, industrial visits, alumni lecture series, interaction with eminent scientists/innovators.
- Remedial courses, academic support Programme- SSP & WWS, mentor support programme and counselling sessions
- Peer teaching, NPTEL and Coursera Campus Programme to facilitate advanced learners
- Effective implementation of experiential learning, mind mapping, add on courses, value added courses, internships
- UGC sponsored/Self-supported Certificate/Diploma Courses, Skill Courses under ASAP and MOOC
- Feedback regarding the curriculum from the stakeholders is communicated to the college council, Governing Body and University for necessary follow-up action. It is also made available in the college website

Ensuring CIE:

- Regular tests as part of Formative Assessment
- Proper conduct of two Internal Exams and Model Exams in each semester
- Timely evaluation of answer scripts
- Time-bound completion of Seminars, Assignments, Projects, Internships and Industrial Visits
- Time bound completion of Add on / Value added courses, and distribution of certificates.

- Regular Academic Audits by IQAC
- Preparation of POs, PSOs and COs and Batch-wise Outcome Attainment Analysis
- Mentoring and remedial system
- NET Coaching and Bridge Courses
- Class-wise PTA meetings
- Grievance Redressal system and 'Open your Heart' programme for students' feedback
- Activities of Students Council, various cells, clubs and departments, extension activities and outreach programmes ensure continuous development
- The exam-related grievances collected is scrutinised and corrective measures are implemented to institutionalise proper mechanisms for continuous evaluation.

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1.2 Academic Flexibility

1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

Response: 423

File Description	Document
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Institutional data in the prescribed format	View Document

1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 52.82

1.2.2.1 Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1492	1400	588	812	593

File Description	Document
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Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Response:

St. Xavier's College for Women, Aluva is a Christian Minority institution that strictly follows and adheres to the promotion of equality and proliferation of ethical values to inculcate an atmosphere of inclusivity and sustainability. Aligned with the **UNAI principles and Sustainable Development Goals**, the college is committed to the provision and promotion of equitable quality education for all. Endeavouring to give due **weightage to the cross cutting issues** so as to ascertain equity and equality, the college has devised an operational procedure to address the relevance of professional ethics, gender equity, human values, environment and sustainability. These issues are well integrated into the curriculum as per the mandates of the Mahatma Gandhi University, Kottayam. More thrust is given by each faculty member on the current issues at the time of curriculum transaction so that the students will evolve as socially committed, value-oriented and high-principled citizens.

Mode of Integration:

The **Syllabus of both UG and PG programmes** include topics related to Gender, Human Values, Professional Ethics, Environment and Sustainability which help the students to think critically and to act productively as responsible citizens.

Cross-Cutting Issue Addressed	No. of UG Courses addressing the issues	No. of PG Courses addressing the issues
Gender Sensitivity	34	6
Human Values	46	7
Professional Ethics	35	12
Environment and Sustainability	31	9

No. of Doctoral Works Addressing Cross Cutting Issues	45
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No. of Project Works Addressing Cross Cutting Issues	2715

In addition, the institution is ever fortified in **supplementing academic and non-academic events** as part of curriculum transactions so as to cater to cross-cutting issues. An institutional system is functional in terms of various bodies, practices and activities targeting the sensitization of students as follows:

Gender Sensitivity is enhanced through:

- Women Cell
- Anti-Sexual Harassment Cell
- Gender Justice Forum
- Moral and Value Education
- Legal Awareness program
- Human Rights and Gender Awareness classes
- Skill Development Classes
- Entrepreneurship avenues

Environment and Sustainability ensured through:

- Energy, Green and Environment Audit
- Energy Conservation Club, Nature Club, Bhoomithrasena and Peace Club
- MOOC course on organic farming and Workshop on solar lamp assembling
- Environmental Sensitization talks
- Botanical garden
- Car pooling system
- Waste collection and disposal system
- Landscaping
- Lock Down birding Challenge
- Campus Bird Count
- LED lamps installation
- Solar lamps installation
- Sensor based lamps installation
- Solar panel installation
- Biogas system
- Chemical Waste plant
- Rainwater Harvesting system
- Micro Green challenge
- XAV CARE programmes
- Green awareness campaigns
- Eco-Drive- planting saplings
- Workshops, seminars, webinars, nature camps and visits to heritage sites

Human Values

- Regular Value Education and Mentoring Classes

- Social Ventures - House Construction, Paddy Cultivation, Waste Management
- Cleaning Drive
- Awareness Video for Economically weaker section
- COVID Awareness Video
- Anti-Drugs Awareness
- Training on duty and discipline

Professional Ethics

- Career Guidance Programmes
- Code of Conduct and Discipline Committee for students and teachers
- Value-added courses
- Soft Skill Development Trainings
- Pre-placement Trainings
- Verbal and Logical Skills Trainings

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 87.77

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 1557

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)

Response: Yes

File Description	Document
Upload supporting document	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 85.99

2.1.1.1 Number of students admitted year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
605	640	640	663	674

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
808	781	716	726	716

File Description	Document
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Institutional data in the prescribed format	View Document

2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the last five years (Exclusive of supernumerary seats)

Response: 69.16

2.1.2.1 Number of actual students admitted from the reserved categories year - wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
88	97	92	109	114

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
155	151	139	140	138

File Description	Document
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Institutional data in the prescribed format	View Document

2.2 Student Teacher Ratio

2.2.1 Student – Full time Teacher Ratio (Data for the latest completed academic year)

Response: 19.71

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences using ICT tools

Response:

The progress of the institution is aligned with the **National Education Policy** and implements **student-centric learning**. Focused on enhancing the learning experience of the students, the institution endorses highly engaging and compelling teaching-learning methodologies. The array of methodologies adopted is conducive to students' learning.

Experiential Learning

Experiential Learning enables the students to connect theories and knowledge learned in the classroom to real-world situations.

- **Flipped Classroom** offers opportunity for student self-pacing and provides time for a deeper understanding of content.
- **Laboratory** facilities like science labs, multidisciplinary lab, language lab, computer labs ennoble experiential engagement
- **Internships, training and workshops** help understanding the theories and practices of the discipline by actively engaging in a hands-on, work-based, learning experience.
- **Industrial visits** bridge the gap between classroom theoretical learning and practical training in a real-life environment.

- **NPTEL courses** bring out the self-learning initiative of the students and motivate them to explore new areas of interest.
- **MOOC courses on Organic Farming and Manure Making** kindle the interests of the students in agriculture and sustainable modes of living.
- **Study tours and Field trips** enhance cognitive and affective learning.
- **Coursera Campus @ SXC**, “Each One Learn One Online Course” initiative, to experience foreign teaching learning model
- **Add - on courses** improve the employability and technical skills.
- **Campus Bird Count** demonstrates students’ involvement and contribution towards valuable information about bird population.
- **ASAP** improves the employability skills of the students.
- **Interaction with Alumni** kindles a feel of commitment and belongingness.

PARTICIPATIVE LEARNING

Participatory methods promote immense expanse of activities:

- **Peer teaching** encourages advanced learners to extend academic help to medium and slow learners.
- **Each One Teach One Programme** provides a strongly knitted teaching-learning experience.
- **Community Enrichment Programmes** provide an academic foundation, help developing self-confidence, leadership qualities and civic responsibilities.
- **Discussions, debates, lectures, seminars and conferences** are organised to spawn critical thinking.
- **Creation of educational content and awareness videos** exhibit technological competence and media literacy skills of the students.
- **Newsletters and magazines** nurture literary and creative skills.
- **Xav Radio** inculcates proficiency in multimedia skills, recording and editing for audio production.
- **Role Plays** help students gain knowledge and skills from a variety of learning situations.

PROBLEM-SOLVING

Problem-solving methods boost reflective thinking.

- **Discourse** – the Research Journal and paper presentations help in disseminating knowledge in the fields of Science, Humanities and Commerce.
- **Student projects** provide opportunities for the students to explore new arenas of knowledge.
- **Quiz programmes** cater to the inquisitive minds of the students. Online Quiz platforms like Quizziz and Kahoot are utilised.
- **IIC activities** create an ecosystem fostering innovation.
- **Citizen Science programmes** help students critically analyse research methods, collect data, develop study projects and prove hypothesis.
- **Surveys** develop a sense of inquiry, capability for asking relevant questions and to recognise cause-effect relationships.
- **Mind mapping sessions** encourage the students to develop novel ideas.

File Description	Document
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Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

Response: 100

2.4.1.1 Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:

2021-22	2020-21	2019-20	2018-19	2017-18
90	87	92	92	93

File Description	Document
Upload supporting document	View Document

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 76.43

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
74	70	71	66	66

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The institution implements **Formative and Summative Assessments** meticulously to ensure lucidity and transparency and the grievance redressal mechanism is prompt and effective.

Assessment Methods:

As per university guidelines the student performance is assessed based on:

- Attendance
- Assignment (writing skills)
- Seminar (presentation skills)
- Internal Exams (knowledge levels)

Frequency:

- Internal Exam - Twice a Semester
- Project - Once during the Programme
- Seminar/Viva, Assignment, Model Exam - Once a Semester

- Monthly Tests - For Formative

Mode of Assessment:

- The **tentative dates of internal examination** are published in the **academic calendar**.
- **Internal exam committee** notifies the schedule well in advance.
- **Question paper** is in the University examination format.
- The respective head of the departments, internal exam coordinators and class teachers oversee the **conduct of exams**.
- **Distribution of valued answer scripts** with teacher-student discussion.
- **Digitalization of attendance and Internal scores** in the college portal.
- Release of students' **Progress reports** and **discussion with parents** during open house meetings.
- Publication of **internal exam reports** (A forms and B forms) after **Three-tier verification** by the concerned subject teachers, class tutors and internal exam coordinators ensure correctness of the Reports before forwarding to the university.

Grievance Redressal Mechanism

Grievance forms can be availed from Internal Exam committee or downloaded from the website to register exam related grievances.

Types of Grievances:

- **Time Related:** The first two hours were scheduled for internal exams. But the students who reach late because of unavoidable reasons requested a change in the timing.
 - **Redressal:** The exams were rescheduled to the next two hours. Re-tests were conducted for absentees (on valid reasons).
- **Study time Related:** As the internal exams are conducted on regular working days with one and a half hours duration, students raised objections demanding half day off to prepare for the next day exams.
 - **Redressal:** As per the mandates of the university, there is no provision for a half-day/full day off on regular working days. However, teachers help students to revise the portions.
- **Online Mode Related:** The students raised complaints regarding internet data connectivity issues

at times of online examinations as their data availability was minimal.

- **Redressal:** The departments and the NSS offered data recharging for the deserving students.
- **Question Paper Related:** There were rare instances when students complained about questions outside the scheduled portions.
 - **Redressal:** Mostly, the teacher concerned rectifies the issue immediately. If they are found late, the error will be notified to the concerned faculty to address them at the time of evaluation.
- **Evaluation Related:** Sometimes, the students disagree with the marks awarded.
 - **Redressal:** Provision for revaluation and rectification of scores are available.

Mode of Grievance Redressal: Three-Tier- Mechanism

Modes of Grievance Redressal	Tier 1	Department	The committee constituting the head of the department, internal exam coordinator and class teacher address the grievances.
	Tier 2	College	The College level Committee comprising the Principal, Internal examination coordinators and the concerned HoD investigates the unresolved departmental-level grievances.
	Tier 3	University	Flawless Verification of internal and external examination scores and rectification of grievances.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated

Response:

Focused on Outcome-based education, the institution is specific in the preparation and timely amendment of Programme and Course Outcomes. As an impeccable teaching and learning process is reliant on the comprehension, application and analysis of programme and course outcomes, the comprehension of the teachers and students on the same is ensured through a well-knit mechanism.

Statement of Outcomes:

- **Programme Outcomes(POs)** for **UG and PG courses** are prepared **at the institutional level** by the **OBE Advisory Committee** headed by the IQAC Coordinator.
- **Programme Specific Outcomes(PSOs)** are prepared by the **Department OBE Committee (DOC)**.
- **Course Outcomes(COs)** are prepared by the **DOC** in consultation with the Course-in-charge.

Communication to Teachers and Students:

The display of outcomes help teachers and students internalise the purpose and process of teaching-learning. The display modes are:

- **Website**
- **Department Notice Board**
- **OBE Handbook** provided to **Classrooms**

Mechanism to Operationalise OBE

- **OBE Training Sessions** for teachers and **Departmental Induction Programme** for students
- **DOC** prepares **Course data sheet** with CO-PO, CO-PSO mapping matrices and justifications

Mapping of COs to POs and PSOs:

- Each course in charge **maps the correlations of COs to POs and PSOs** with suitable levels in the matrix as shown below:

LEVELS	CORRELATION
-	NIL
1	Low
2	Moderate
3	High

Outcome Attainment Evaluation:

- Program and Program Specific Outcomes attainment evaluation is done based on the logical mapping and attainment of cognitive levels of course outcomes with POs and PSOs.
- Outcome attainment evaluation is a two-tiered mechanism, **Direct Evaluation** and **Indirect Evaluation**, with **80:20 weightage**, that analyses the accomplishment and devises remedial techniques. The **DOC decides the benchmark** of attainment each year based on the average marks of each course.

Direct Attainment

Department OBE Committee (DOC) constituted in each department **monitors the process:**

- The direct attainment of POs is calculated as the average sum product of the CO-PO correlation and the comprehensive CO attainment ratio.
- 80% weightage is given to direct evaluation based on each course's internal and external marks.

Indirect Attainment

- Indirect attainment of POs and PSOs is administrated by the Department OBE Committee through Exit Surveys of Students and Alumni (1:1 ratio) which is assigned a weightage of 20% for the overall attainment analysis.
- Exit Survey formats are prepared by OBE Advisory Committee.

Evaluation of Course Outcome Attainment:

- As the question-wise CO marks distribution is unavailable in the end semester examinations, each CO attainment of a course is calculated based on internal examination scores.
- Each question in an internal examination is mapped to the corresponding CO.
- 80% is set as the CO attainment target level

Attainment Analysis

- The **target attainment level** of POs is obtained from the **CO mapping matrix**.
- The levels of attainment of POs/PSOs/COs are defined for assessment as follows:

LEVELS	OUTCOME ATTAINMENT %
0	Not attained
1	50% - 60%
2	60% - 70%
3	>= 70%

- **Analysing the target level and the attainment level, Gap analysis** is done to plan corrective measures.

Corrective Measures:

- Offered Add-on courses to supplement the regular courses
- Proposal submitted to BoS members for new courses

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2 Pass percentage of Students during last five years**Response:** 83.95**2.6.2.1 Number of final year students who passed the university examination year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
426	552	546	586	536

2.6.2.2 Number of final year students who appeared for the university examination year-wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
531	655	644	664	658

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

2.7 Student Satisfaction Survey**2.7.1 Online student satisfaction survey regarding teaching learning process****Response:** 3.93

File Description	Document
Upload database of all students on roll	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 380.78

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
0.3	1.1	207.76977	13.662	157.948

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Response:

St. Xavier's College for Women, Aluva has created a **niche to foster innovation and entrepreneurship** among staff and students, focusing on ideation, concept development, design thinking, intellectual property and hackathons. These are done under the purview of varied bodies such as:

1. Institution's Innovation Council	
Inception	Established in 2019 under the Ministry of Education
Collaboration	Ministry of Education & AICTE
Objectives	<ul style="list-style-type: none"> • To promote innovative practices through idea creation and transfer • To identify Funding Agencies for Start-Up • To organise entrepreneurship training sessions

2. Pre-Incubation Centres	
IEDC - Innovation and Entrepreneurship Development Cell	
Inception	2020
Collaboration	Funded by Kerala Start-Up Mission
Objectives	<ul style="list-style-type: none"> • To promote innovation and entrepreneurial culture • To develop institutional mechanisms to foster techno-entrepreneurship for self-employment and income.
3. ED Club - Entrepreneurship Development Club	
Inception	2006
Collaboration	Department of Industries & Commerce
Objectives	<ul style="list-style-type: none"> • To promote students' self- dependence and entrepreneurial traits • To provide platform for realizing various business opportunities through industrial visits/ business awareness classes
4. Incubation Centre - XAVERIAN SPACE	
Inception	2020
Objectives	<ul style="list-style-type: none"> • To nurture women entrepreneurs with innovative ideas • To provide platform to incubate ideas • To equip with consultancy and marketing strategies
Functional Units	
Solar Lamp Assembling Unit	<ul style="list-style-type: none"> • Solar lamp assembling workshops • Highlight Facilities: Distribution/sale inside and outside campus, Solar Ambassadors, Trained Teachers, EECC & Bhoomitrasena Club
Research and Development	<ul style="list-style-type: none"> • Research ideation and operation • Highlight Facilities: Incubation Centre, Research Committee, Inquest exposure

5. IPR Cell	
Inception	2020
Objectives	<ul style="list-style-type: none"> • To organize IPR awareness programs • To guide students, researchers, and faculty on patent access
6. National Innovation and Start-up Policy (NISP)	
Inception	<ul style="list-style-type: none"> • Initiated the Innovation and start up policy in 2019 (on instructions from MoE)
Awards Received	
1. National IIC Ranking	<ul style="list-style-type: none"> • 2019-20: 5-Star Rating (the only Arts and Science College from Kerala out of the 125 colleges) • 2020-2021: 4-Star rating (highest for the year) • Certificate of Recognition from ATAL Ranking in Performer Band.
2. Mentorship Status with financial support by MIC & AICTE	Only Arts & Science College from Kerala
3. Innovation Ambassadors by MoE, Government of India	4 students and 28 faculty
4. Hackathon ED Conclave, Enlight 2020 organised by the Industry and Commerce Ministry, Government of Kerala	Bagged First in the State Level
5. Samrambhak Mithra & Kerala Startup Mission Idea Challenge Grandfinale	<ul style="list-style-type: none"> • 5 Entries shortlisted for the Granfinale. • Third Prize & Consolation • Certificate of Appreciation for maximum number of entries in Idea Challenge
Achievements / Recognitions & Implemented Projects	
1.Green Innovation Fund	
Bagged First, Second and Third Positions in All Kerala Upcycle Contest organised by Samrambhakmithra & Textile Value Chain for projects on Eco-Innovation	
Theme: Waste Management & Alternative materials	

- Herbo paper
- Eco-friendly plastic from Fish Scales
- Upcycle Design Challenge: “Multitude Bags”

2. Participation - Young Innovators Programme 2020 (Kerala Development and Innovation Strategic Council)

3. Inventorship Status in Patent Filing

4. Research Internship of 10,000/month at Azim Premji University

5. Three projects shortlisted for **National Innovation Contest Level Two**

6. Participation in Toycathon 2021

7. IIC Regional Meet 2022 - Poster Presentation, Best practices and Innovation Ambassador Experience Sharing as Resource Person, 4 Innovation Stalls

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2 Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 168

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
63	55	23	12	15

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1 Number of research papers published per teacher in the Journals on UGC care list during the last five years

Response: 0.23**3.3.1.1 Number of research papers in the Journals notified on UGC CARE year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
16	9	4	7	2

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**Response: 0.39****3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
15	7	12	6	23

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.4 Extension Activities**3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.****Response:**

The college is deeply conscious of its role in human resource development and capacity building of individuals for which the institution positively shoulders the responsibility of inculcating desirable value systems among students. Assimilating the **UNAI Principles, Sustainable Development Goals** and the **schemes under Pradhan Mantri Yojana**, the extension activities were organised in the neighbouring

communities with the intent of sensitising students on pivotal social issues, the impact of which have positively contributed to students' holistic development.



Key extension activities undertaken during the last five years are as follows:

<p>SDG 2: Zero Hunger and Sustainable Agriculture</p> <p>UNAI Principle: Addressing Poverty</p>	<p>Farming activities and Ek Mutthi Anaaj Scheme</p> <ul style="list-style-type: none"> • JAIVAM 2017 • Pokkali Krishi • Farming initiatives in adopted villages • Annam Project- Food for the needy
<p>Impact: Made Kanakkary Grama Panchayath- 100% organic farming literate Panchayath, helped achieve house sufficiency at Choornikkara panchayath, around 1500 food packets distributed to the needy.</p>	
<p>SDG 3: Good Health and Wellbeing</p>	<p>Awareness programs on:</p> <ul style="list-style-type: none"> • Lifestyle, communicable diseases, AIDS, Ca breastfeeding

	<ul style="list-style-type: none"> • Eye and organ donation • Microgreen Challenge • Arogya Jalakam • Medical and blood donation camps • Pulse Polio, Haemophilia & Palliative care in • COVID-19 response 	
Impact: More than 400 units of blood collected from 12 blood donation camps. Four medical camps conducted. S the community during COVID-19 by distributing masks, sanitizers, awareness videos, counseling, as vaccination v etc.		
SDG 4: Quality Education UNAI Principle: Education for All	<ul style="list-style-type: none"> • School Linkage & Junior Scientists Program • Education Tools and Books for the Needy • Each One Teach One • Pusthakathoni- Padam Onnu Oru Kai Sahaya 	
Impact: Around 800 school children gained exposure to laboratory research, set up library in schools, 50 audio blind.		
SDG 5: Gender Equality and Women Empowerment	Awareness campaigns on: <ul style="list-style-type: none"> • International Women's Day • International Day of Girl child • Happy Periods -menstrual hygiene • Bear a hand - Swadhar Greh 	
Impact: Helped to sensitize public about restrictive gender norms and inequalities.		
SDG 6: Clean Water and Sanitation	Swachh Bharat Initiatives <ul style="list-style-type: none"> • Cleaning of Public Places • Periyar Paithruka Punarjani • Pradhan Mantri Sauchalay Yojana • Swachh Bharath Pakwada • Suchitwa Bodhana Yajnam • Sadbhavana Rally • E-Waste Collection Drive • Fit India Plog Run Catch the rain - Jal Shakti Abhiyan	
Impact: Made Panayikkulum- Plastic free ward, Clean Aluva Manappuram after Sivarathri festival, Clean Thana other public places		
SDG 7: Affordable and Clean Energy	<ul style="list-style-type: none"> • Energy Conservation-Urjakiran Initiatives • Awareness Drive for Filament Free Kerala 	
Impact: 9th ward of Karumaloor Panchayath became Filament free ward		
SDG 10: Reduced Inequalities	<ul style="list-style-type: none"> • Hands to Help Initiatives-Kanivu • Sparsh @ Snehakoodu • Solace-Hair Donation Camp • Okhi Cyclone/Flood Relief • Help for House Construction • Sneha Sparsham -A Touch of Love 	
Impact: Construction of three houses for the poor, flood relief to nearby colonies		

SDG 15: Life on Land UNAI Principle: Sustainability	Promoting Green Initiatives Awareness programs on <ul style="list-style-type: none"> • Green Protocol • Waste Management • Ecosense-2020 • Citizen Science Programmes • Nurture the Nature
Impact: Reduced usage of one-time plastic bags through cloth bag distribution, Planted trees in public places, documentation of biodiversity of Ernakulam through citizen science programs	
SDG 17: Partnership for the Goals	Training workshops on: <ul style="list-style-type: none"> • Skill development/self-employment for Self-Help Groups (SHGs) • Survey and awareness programs at adopted villages • Social Action Plans- Active Citizens: India Pilot
Impact: Awards won for Social Action Plans by British Council, trained 140 SHG's, 852 households of adopted villages were made aware of Prime minister's schemes.	

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Community-oriented education and extension activities are crucial ideologies of education and the College has integrated extension activities into its educational purview. They are carried out through avenues like **NSS, NCC, Clubs, Cells, Associations** and **UBA** to ensure students' participation in the social causes with a vast expanse of activities like **skill development, Social Outreach, Environmental extension, Swacch Bharath, Gender Awareness** and **Academic outreach**.

Acknowledging the extension endeavours of the institution, many **awards and recognitions** have come our way which are counted as **testimonies** of the institution's efforts in societal development.

Name of the Award	Award Details	Awarding Bodies
India-Pilot Facilitator	Active Citizen Programme	British Council and Government of India
Best Performance Award	NSS	Kerala Action Force, IMA Madhyakerala

Best NSS unit	NSS	Kerala state	
Best Programme Officer	NSS	M G University, Kottayam	
Best Volunteer			
Best Unit			
Sevana Award	Blood Donation	Kerala Action Force	
Award of Appreciation	Hair Donation	Amala Institute of Medical Sciences	
IMA Excellence Award	NSS	Indian Medical Association	
Certificate of Appreciation	NSS	MG University, Kottayam	
	NCC	Malayala Manorama	
	Extension activities	7(K) Girls bn, NCC,Thrissur	
	Hair Donation	Amala Institute of Medical Sciences	
	AIDS Awareness, Blood Donation Camps	Regional blood Transfusion centre, Aluva	
	Outstanding Performance as NSS Program Officer	MG University	
	Hair Donation	Amala Institute of Medical Sciences	
	AIDS Awareness	District AIDS prevention and control unit	
	COVID-19 and flood relief operations	Indian Red Cross Society, Aluva	
	NSS Activities	Anwar Memorial Pain and Palliative Care Society Aluva	
		Malayala Manorama Balajanasakhyam	
		Office of the Child Development	
	Environmental Awareness	Association for Environmental	

		Protection	
	Environmental Consciousness	Social Forestry Division, Ernakulam	
	Pandemic and flood relief operations	Indian Red Cross Society, Aluva	
Letter of Appreciation	Organic Farming	Kerala Jaiva Karshaka Samithi	
	English Coaching	Govt.H.A.C.L.P School	
	Jyothirgamaya	Kerala Action Force	
	Orphans' Training programs	Jana Seva Sisubhavan	
	Anti-Narcotic Activities	Union of Residents Association, Aluva	
	Green Protocol Activities	District Collector	
	Pain and Palliative Care Activities	Anwar Memorial Pain and Palliative Care	
	NSS	MLA	
		Aluva Municipality	
	JAIVAM 2017	Kanakkary Grama Panchayath, Kottayam	
	Blood Donation	Regional Blood Transfusion Centre, Aluva	
	Aid for Dialysis Patients	Regional Dialysis Centre, Aluva	
	Blood Collection Camps for Haemophilia Patients	Haemophilia Treatment Centre, Aluva	
	Eye Camps	Dr. Tony's Eye hospital, Aluva	
	NSS	Nirmala HSS, Aluva	
	Annam initiative, Flood relief activities	Little Flower Social Centre, Aluva	
	Environmental Programs	Research Scholars Association,	

	Cochin	
NSS Activities	MLA, Aluva	
Participation in Societal Issues	Kerala Action Force	
Painting of Child Friendly Police Station	Cyber Crime Police Station, Kochi	
Kerala Flood survey	Aluva Municipality	
Pain and Palliative Care Activities	Anwar Memorial Pain and Palliative Care Society	
Supporting Haemophilia patients	Haemophilia treatment centre, Aluva	
Swachh Bharat Initiatives	Southern Railway, Trivandrum Division	
Flood Relief Activities	Govt. Junior Basic School, Angamaly	
Survey on Solid waste management	Choornikkara Grama Panchayath	
Environment Consciousness Programs	Social Forestry Division, Ernakulam	
Old Clothes Collection Drive for the Needy	Goonj, New Delhi	
Gender Sensitization	District Women and Child Development Office, Ernakulam	
Supporting Haemophilia patients	Haemophilia treatment centre, Aluva	
AIDS awareness, Blood donation camps	Regional Blood Transfusion Centre, Aluva	
NSS Activities	Alangad Grama Panchayath	
COVID-19, Kerala Foods 2018 activities	Municipal Council, Aluva	
Agricultural Promotion	Agriculture Field Officer, Aluva	
NSS	Aluva Janamythri Police Station	
Awareness - Eye Donation	Darshana Eye Bank	

	Societal Issues and Challenges	Kerala Action Force	
	COVID-19 Initiatives	FACT Employees Social Service Forum	

File Description	Document
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3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organised in collaboration with industry, community and NGOs) during the last five years

Response: 320

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
130	44	51	41	54

File Description	Document
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Institutional data in the prescribed format	View Document

3.5 Collaboration

3.5.1 Number of MoUs, collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research and other academic activities during the last five years:

Response: 124

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

Response:

PHYSICAL FACILITIES

Spread over 7.5 acres, the college is a self-contained campus with a well-structured mechanism providing students with state-of-the-art amenities for their academic, cultural and sporting needs. The Campus is spread over four blocks and a newly added block funded by RUSA providing ample exposure to new technologies. 70 cents of land are added to the college infrastructure for future development. The college campus is an example of optimum utilization of space for all academic, administrative, co-curricular and extracurricular activities which are also made available for various public exams and societal oriented programs.

CLASSROOM FACILITIES

The college caters to the teaching-learning needs of **14 UG Programmes, 3 Vocational Programmes, 7 PG Programmes and 3 Research Centers**. The academic infrastructure includes:

- **62 ICT Enabled Classrooms** with Wi-Fi/LAN facilities
- **7 Multipurpose Seminar Halls**
- **4 Smart Classrooms**

LABORATORIES FACILITIES

- **19 laboratories for UG, PG and research** with sophisticated equipment facilities.
- The science labs are funded by central and state government agencies like DST-SERB, KSCSTE and DST-FIST apart from funding assistance from the DBT-STAR scheme to purchase and maintain lab equipment.

ICT FACILITIES

The ICT facilities of college include:

- 94% of classrooms are ICT-enabled
- 4 smart classrooms
- 7 computer labs
- 1 Language lab
- LMS MOODLE
- RFID enabled digital library
- **Wi-Fi enabled campus with 50Mbps speed**

The college has a **Student-Computer Ratio of 6:1**. They are made available to the students through

departments, 7 computer labs and Language lab. Facilities include:

- 298 computers
- 73 Projectors
- 45 Printers/Scanners/Copiers
- E-resources center in the college library
- Wi-Fi enabled campus
- Remote access through NLIST and Digital Repository

Academic Software:

- **RFID enabled College Central Library** with fully Automated features.
- **LIKHA** Attendance and progress report generation (2017 - 2021)
- **DEQ AMA Software** - attendance, exam management, TC generation and online fee payment options
- **DEQ accreditation Software**-systematize annual faculty appraisal and accreditation process
- **LMS - MOODLE** for effective course management and student assessment
- **Paid Google package** for e-learning purpose via Google suite

INTERFACE/SECURITY SERVICES

- **CCTV Surveillance facility** in Examination halls
- Student Admission and Support with **CC avenue payment gateway**
- **BULK SMS alerts**
- **SIB Academia** - interface for fee collection and management of Self-Financing student

DISABLED-FRIENDLY CAMPUS FACILITIES

- Lift
- Ramp
- Sky Walk Way
- Disabled Friendly Washroom
- Wheel Chair
- Tactile Path

CULTURAL FACILITIES

Ample facilities for Cultural activities are provided like:

- Auditorium with a seating capacity of 2000
- Indoor Stadium
- Seminar halls
- Portico
- Playground
- Audi-Visual Studio

SPORTS FACILITIES

The facilities to develop passion in recreational and sporting activities include:

- Gymnasium/Health Centre - equipped with latest work out machines
- Large playground
- Recreation hall that houses indoor games like chess, carroms and table-tennis
- Multipurpose indoor stadium
- Basketball/ Volleyball court
- Handball court
- Badminton court
- Kabadi Court

The Department of Physical Education flagships the activities associated with these facilities.

Yoga Center- The college foyer and the recreation centre are used to hold yoga sessions which are organised in association with NCC, NSS, Physical Education Department, Women Cell and various other clubs of our college.

Other Facilities:

- Incubation Centre
- Counselling Centre
- Botanical garden
- Mushroom cultivation facility
- Audio-visual Studio
- Health Clinic
- Cooperative Society
- Butterfly Garden
- Hostel
- Canteen

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

Response: 46.78

4.1.2.1 Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
496.3928698	531.403418	49.3309804	56.7862006	90.77187

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

Response:

Spread over a total Carpet Area - 581.67sq.metres, SR. ANNA CENTRAL LIBRARY has a collection of **64735 books**, academic journals, magazines, periodicals and access to online resources. Fully automated with library management software solutions **Maestro Nuvo version 10**, it provides a user-friendly interface for searching resources in the library, along with resource positions and availability status. **On-line Public Access Catalogue (OPAC)** has automated its entire collection, functions and services in a networked environment with Maestro Nuvo Software.

The automation of library use is enabled through **Radio Frequency Identification (RFID)** Technology. RFID facilitated Library Management system comprises Book tagging, Desktop reader, Portable handheld reader, Anti-theft Gate reader and Self Check-in /Check-out Kiosk.

Details of Library Automation	Name of the ILMS software	Maestro Nuvo
	Nature of automation	Full automated
	Server Version	10.0
	Year of automation	2010
	Year of implementation of RFID enabled Technology	2021
	Online Library Link	http://library.maestro

Automated Services:

- RFID enabled Software
- Computerized Issue/ Return, Renewal
- New arrival display
- Subscription of Journals - Print and Online
- Access to INFLIBNET- N-LIST resources
- Digital Repository comprising question papers, dissertations and theses
- E- resource centre
- Computer with NVDA (Non Visual Desktop Access)
- Recorded lessons in CD maintained

INFRASTRUCTURE OF LIBRARY

- Digital entry/exit register (from 2021)
- Internet connection (50mbps) via OFC
- E resource centre
- P G research Lounge area
- Disabled Friendly Library

Library Resources	Name of the Resource		Number
	Print Books	64735	
	E- Books	<ul style="list-style-type: none"> • 1,99,500+ via NLIST & 6,00,000 via NDL • 650 e-books in college digital library 	
	Back Volumes Journals	2981	
	CDs & DVDs	155	
	Databases	NLIST	
	Dictionaries and Encyclopaedias	1120	
	Journals	145	
	E-Journals	6000+ NLIST	
	Magazines	53	
	Newspapers	7	
	Reference Books	1076	
	Theses and Dissertations	29	
	Year Books	74	

REMOTE ACCESS TO E-RESOURCES OF THE LIBRARY

Promoting the use of e-resources among students, research scholars and teachers, the college library has paid access to **N List** which enables students and faculty to access e-Books and e-journals in various disciplines. College Library also provides remote access to **Sr. Anna Digital Library** which provides access to question banks, e-books and other resources.

College library has an **e-resource centre** through which students and faculties are also provided with free e-resources available. Our College Library also holds **top position in N List usage** in most of the months in the academic year 2021-22.

AMOUNT SPENT ON PURCHASE OF BOOKS, JOURNALS & E-RESOURCES

During the assessment period about **20 Lakhs** spent for the purchase of books, journals and E-Resources.

Library - Expenditure Details	Particulars	2017-18	2018-19	2019-20	2020-21	2021-22
	Books & Journals (Rs.)	634487	266012	303230	574773	
	E-	15750	14900	14900	17900	

	Resources (Rs.)				
	Total Expenditure (Rs.)	650237	280912	318130	592673

LIBRARY PER DAY USAGE

Library Usage Statistics 2021-2022	Physical Access	Online Access	Total usage	Library usage
	4817	4632	9449	

BEST PRACTICES OF LIBRARY

- Continuous orientation for students to use online e-resources and library facilities
- Library Week Celebration
- Best Library User Award (Every Year)
- Best INFLIBNET User Award
- Reading Week Celebration

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure**4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection****Response:**

Faculty and students enjoy and benefit from cutting-edge ICT facilities like free Wi-Fi hotspots, high-speed internet connectivity, ICT-enabled classrooms and Smart classrooms, and digital library made available in campus.

- The Campus is equipped with **56 CCTV cameras**, ensuring vigilance and personal safety of students, teachers, and other stakeholders.
- There are **7 computer labs** including a language lab and **298 computers** in the College.
- The institution also has **Four Internet Connectivity** in our campus with a bandwidth of 50 Mbps, 20 Mbps, 10 Mbps and 4 Mbps.
- With the interactive technology to enhance teaching -learning **4 smart classrooms** have been added to the **62 ICT-enabled classrooms**.
- The college has a Computer Lab I with 65 computers and a newly added computer lab MSGR AUGUSTINE MAVELI Common Computer Lab II with 72 computers.
- LMS learning Management System-Moodle
- The College Library is an active member of INFLIBNET, providing free access to a large number

of online journals and books.

- Serving as holistic learning platform, the institution has language and media facilities like the audio-visual studio with the state-of-the-art recording facility and the English language Lab with 10 dedicated systems.

Item	Prior to 2017 Accreditation	Upgradation during 2017-2022	
Library RFID	NIL	RFID ENABLED Maestro Nuvo Software	
Computers	170	298	
Wi-Fi Hotspot	Nil	3	
Firewalls	Nil	1	
ICT Enabled Classrooms	10	62	
Smart Classrooms	1	4	
Campus under CCTV surveillance	(48) partially	Fully (56)	
LMS Moodle	Implemented	Upgraded	
ICT Usage	Medium	Fully	
Computer Labs	5	7	
Routers/Modems	31	52	
Internet Connections	3	4	
Projectors	21	73	
Printers/Scanners	32	36	
Copiers	8	9	
Social Media	1	4	
Academic/Administrative Software	3	6	
Server	0	2	
LCD TV	1	2	

For a smooth and effective overall administration of the college, the institution uses a customized

Academic Management Application DEQ-AMA that runs on a cloud-based software as a service (SaaS). It offers provisions like:

DEQ AMA SERVICES	Student Enrolment
	Fee Management (exemptions and discounts)
	Calendar
	Online Payment
	Consolidated Assessment Forms
	Time-Table
	Attendance Management
	Internal Assessment (Seminars, exams, assignments, projects,)

The **DEQ Accreditation** is a cloud-based application to support faculty with profile/quality building documents, as well as help HEI to monitor the progress and achievements. The application has various roles based on functionality like:

DEQ ACCREDITATION	Data classification accreditations/ranking/certifications	
	Central repository for data and media	
	Conduct internal quality audits	
	Generate reports for faculty for PBAS/CAS/API	

- Bulk SMS facility helps communicate essential information with parents and students.
- Intercom facility
- Institutional Website, as well as the social media platforms like Twitter, Facebook, Instagram, and Institutional YouTube, help the institution build coalescence with all of its stakeholders.
- Digital repository-Anna Central Library- that runs on a cloud server Ubuntu 18.04 hosted in AWS
- The college uses a shared server for 2 platforms - Moodle & admission – that uses the scheme - Ultimate plan with 2 shared CPU and 1GB RAM.

File Description	Document
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Provide Link for Additional information	View Document

4.3.2 Student – Computer ratio (Data for the latest completed academic year)

Response: 5.95

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 298

File Description	Document
Upload supporting document	View Document

Other Upload Files	
1	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)

Response: 20.07

4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
138.6687713	94.268133	91.32182	68.89133	132.3212

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

Response: 64.85

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
803	937	1189	1372	1696

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.2 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: A. All of the above

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 71.69

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1205	1316	1689	1356	1064

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies
- 2.Organisation wide awareness and undertakings on policies with zero tolerance
- 3.Mechanisms for submission of online/offline students' grievances
- 4.Timely redressal of the grievances through appropriate committees

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

5.2 Student Progression

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 38.23

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
149	282	299	237	238

5.2.1.2 Number of outgoing students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
531	655	644	664	658

File Description	Document
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Institutional data in the prescribed format	View Document

5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 29.52

5.2.2.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
9	12	23	11	7

5.2.2.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
36	35	46	51	42

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 21

5.3.1.1 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 wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
3	3	3	7	5

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 31.4

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
35	19	34	37	32

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.4 Alumni Engagement

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

The College has a registered Alumnae Association named **OSAX** (Old Students Association of St Xavier's) with registration number **201/IV/18 dated 1st November 2018**. Aiming to foster strong bonds between alumnae, staff and students, the association enables alumnae to participate in the activities of the college and contribute towards the welfare of the institution.

Highlights:

- **Annual get together** held on Second Saturday in the month of February every year
- The **annual general body meeting** is conducted regularly
- Involvement of Retired staff as members
- **Departmental alumnae gatherings** are conducted every year

Alumni Contributions

The Alumni Association, OSAX undertakes various enterprises, both academic and non-academic, to render its support to the institution. The initiatives include:

Financial Support: Academic

- **Instituted endowments** for meritorious and financially backward first year students of both undergraduate and postgraduate programmes
- **Contributed Rs.1,70,000** towards endowment, scholarship and study aid during last five years
- Instituted **awards to honour alumni achievers** who have excelled in their careers
- Honoured the rank holders of University examination every year
- Financial support given to needy students for **mobile data recharging** that enabled them to attend online classes without fail.

Financial Support: Non-Academic

- **Financial assistance of Rs. 1 lakh** was rendered **for renovating the library**
- **Financial assistance of Rs. 3 lakhs** for **infrastructure** augmentation- Donated **Open Theatre**
- Contributed an amount of **Rs 35850 for computer purchase**.
- Instituted “**Snehasparsam**”- Charity project to give financial support for alumnae with physical ailments.
- Contributed **Rs.90000 to the deserving alumni** during the last five years.
- Contributed an amount of **Rs 21690** towards **flood relief activities**.
- Contributed **Rs 88000** to the Student Council activities for the **MG University Youth Festival participation**
- Honoured the retiring staff members every year for their dedicated service

Non- Financial Support: Academic

- Alumnae **serve as members of the Internal Quality Assurance Cell** of the college
- Serve as **resource persons for Seminars and Invited lectures** organized by every department on relevant topics for the students of the undergraduate and post graduate programmes
- **Motivational talks and career guidance classes** given by alumnae play a key role in grooming the career of students
- **Alumni feedback on curriculum** contribute towards curriculum restructuring

Non- Financial Support: Non-Academic

- Alumni involvement in collecting and distributing **flood relief supplies** to the victims of Kerala Flood 2018.
- Organized **Calligraphy class** with Mrs Baby Mampilly, alumna, as the resource person.

Outreach Activities

- OSAX conducts an intercollegiate **State Level Essay Competition** for the undergraduate and postgraduate students all over Kerala in memory of Dr. Sr. Redempta, the first principal of the college. **Cash prize and certificates** are awarded to the winners every year
- **“NOSTALGIA,” the newsletter** is released annually which gives an overview of the association activities
- Institutionalised **OSAX fair “UTSAV”** as a shopping & food festival exclusively for students and alumnae
- OSAX Fair encourages women entrepreneurship contributing to women empowerment

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance

Response:

St. Xavier's College for Women, Aluva is unique among Kerala's Christian minority educational institutions in its commitment to social upliftment through education. Managed by the Congregation of Teresian Carmelites, it is focused on evolving proficient individuals with holistic development, facilitating empowerment of women and enhancement of the poor and the marginalised. The institution is also focused on assimilating the UNAI principles and UN Sustainability goals to mould a generation of women as responsible global citizens.

The **Vision and Mission** of the college were forged in the year 1964 which fixate on students' academic excellence and spiritual enlightenment. The institution has unwaveringly pursued the stated policies in its vision and mission which include:

- Achieving global standards in education and Research
- Enhancement of Faculty Development, Consultancy, Industry tie ups and MoUs
- Extension and Outreach Activities
- Expansion of Infrastructure and Green practices
- Create innovation and entrepreneurship hub for students, educators and professionals
- Create a student friendly pedagogy in online and offline mode

Administration and Governance

St. Xavier's College has adopted a decentralized mode of governance safeguarding the operational autonomy of the following Bodies:

- The **Board of Management**, involving the Head of the CTC Educational Agency, an Advisory Committee and a Local Managing Committee, supervises the efficient functioning of the college
- The **Governing body** comprises General Manager, Local Manager, Principal, Vice principal, Staff representatives and Advisory members with the Principal as the executive head.
- **IQAC** initiates and monitors activities in line with quality benchmarks.
- The College Council, consisting of the heads of departments, two elected representatives of the faculty, Internal exam coordinators and the representative of Students' Council, assists the Principal in designing policies and decision making.
- The Students' Council, a statutory elected body of students functioning under the guidance of Staff Advisors, facilitates student centric education.
- Teaching Faculty, aid administration by taking up designated responsibilities of IQAC and other administrative cells and committees.
- Administrative staff, under the captaincy of the Superintendent, help realise the administrative goals of the institution
- The institution interacts with all major stakeholders through its Student Council, Staff Association,

PTA, Alumnae Association and Advisory Committee.

Decentralisation and Participatory Governance:

Adopting a **decentralised mode of governance** the college targets decentralised, networked administrative execution. Participatory governance promotes the Operational autonomy of the following Bodies:

- The Governing Body under the helm of the Manager is primarily concerned with policy matters
- The College Council, spearheaded by the Principal, accommodates the proposals of the HoDs, Faculty representatives and Internal Coordinators
- IQAC actuates quality projects in its sovereignty
- Heads of the Departments lead the departments with their viable schemes
- Students' Council work in line with the exigencies of the student community
- Teachers in Charge of Clubs, Cells, Committees and Associations work in their dynamics incorporating the suggestions of the stakeholders
- Bursar oversees the various financial aspects of college and property accounts

Participatory governance has elevated the college to the realm of vertical growth in terms of stakeholders' satisfaction. As the inclusive system of administration integrates all stakeholders and promotes collective decision, the institution has reaped copious feats in all dimensions.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

Response:

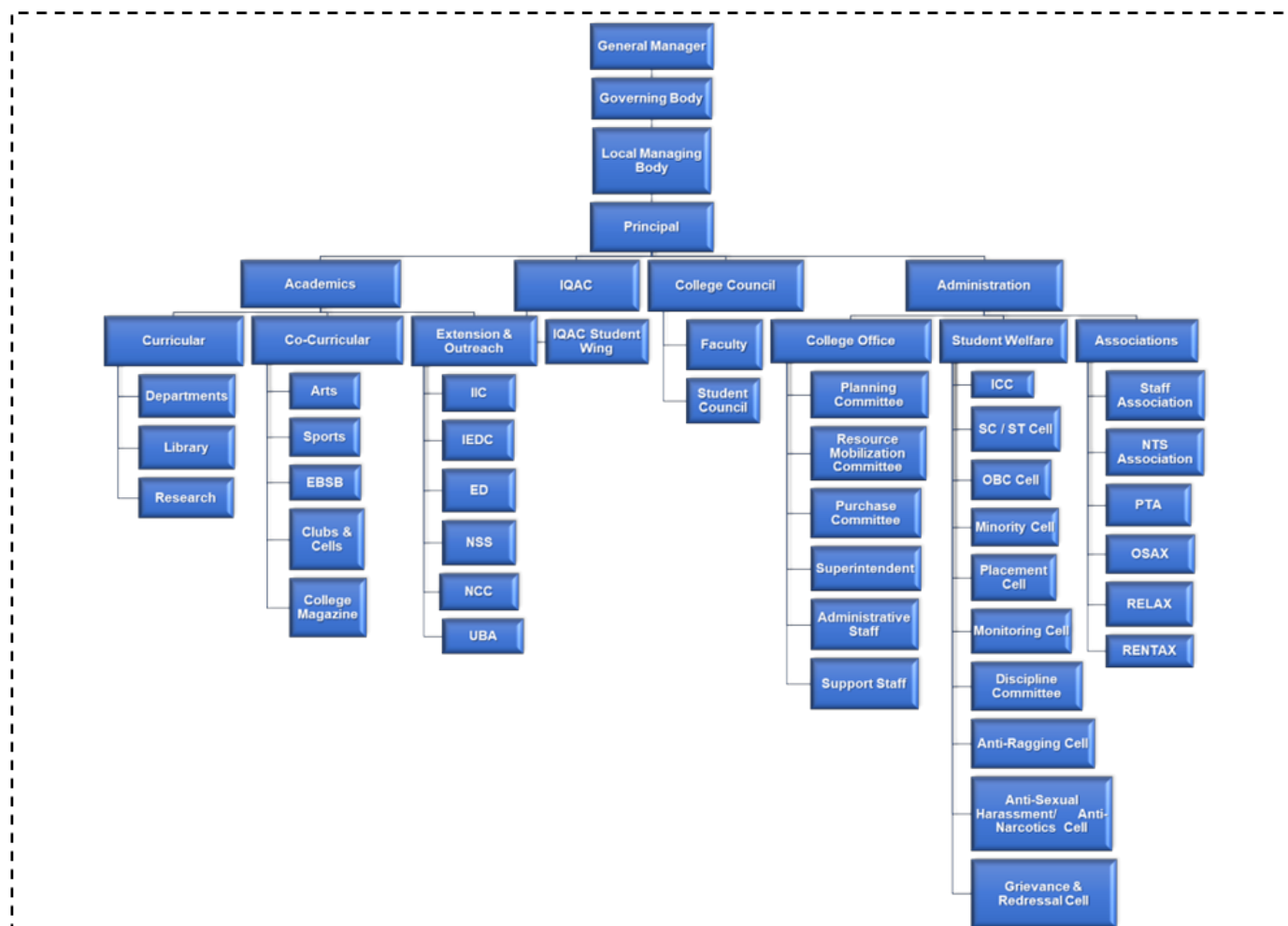
In line with its vision and mission, the college has its unique frame of operation that **functions in accordance with the statutes, manuals and policies laid down by the government, the affiliating university and the governing body**. With an internal organizational structure that has progressed over 57 years, the college functioning is efficient and participative which is reflective in its managerial set up and in service procedures.

Policies and Procedures

The college has exclusive policies and procedural directions that form the quintessence of its efficient functioning which are displayed on the college website.

- The **Quality Policy** is rooted in the institutional Vision and Mission
- The **Policy Documents**, ranging from Administrative to Environment Policies, propose the benchmarks and principles of the institution.

Administrative Set Up



Appointment Procedures:

The college abides by the rules and norms of the State Government, Affiliating University and the Governing Body with regard to the selection and appointment of the faculty and staff.

- The **appointment of Permanent faculty** is in confluence with the KER and KSR rules.
- The **appointment of the Guest faculty and faculty on contract** is done by a committee headed by the Manager.
- The **appointment of the non-teaching staff** is done as per the criteria imposed by the government and the institution.

Strategic Plan Deployment

Of the envisioned proposals in Strategic plan 2019-2024, the following are accomplished:-

- To furnish multiple disciplines in the campus, the college added UG and PG programmes
 - Integrated MSC in Basic Science-Chemistry

- B.Voc Accounting and Taxation(SF)
- B.Voc in Culinary arts and Hospitality Management(SF)
- The institution gained MoUs and Collaborations with industries and other institutes for research purposes.
 - MoUs - 124
- Faculty Development Programmes organized annually to introduce innovative teaching practices
 - D Teach
 - Expertease
 - The Dynamics of Research
 - Teacher 4 Future
- Faculty Exchange Programmes promoted with other institutes of repute
- More endowments and scholarships instituted to motivate students in academics
- Mentor-mentee system institutionalized to develop teacher-student bonding. Regular mentoring sessions provided for the students who seek guidance in cognitive, social and emotional growth.
- Placement drives are arranged in the campus to give maximum possibilities of student employment in industry collaborations.
- A new Academic block constructed to accelerate the student strength in the campus availing RUSA fund.
- DST-FIST funds utilised for infrastructure development
- RFID system installed to make the library fully automated enabling easy management. The library reception uses the latest software technology for easy issuing of books.
- Constructed ICT-enabled classrooms and 4 smart classrooms to facilitate teaching and learning process.
- Annual Academic and Administrative Audit conducted to confirm the appropriate functioning of different bodies.
- Regular conduct of Green audit, Energy audit and Environment audit to keep track of the adequacy of resources, future requirements and required corrections.
- Entrepreneurs' Week and Entrepreneurship facilitating events were organized to develop self-capacitating skill sets of students.
- Gained ISO certification to ensure quality management

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2.2 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff

Response:

The institution gives due weightage to employee satisfaction and has instituted liberal welfare measures for teaching and non-teaching staff. In-house training, FDPs and professional appraisal systems help escalate professional proficiency.

Statutory Welfare Schemes :

- PF
- HRA
- SLI
- GIS

Non-Statutory Welfare Schemes:

Educational:-

- Preference to children of teaching and non-teaching staff for admission to various courses
- Compassionate ground appointments to family members of the non-teaching staff in deserving cases.

Medical:-

- Xaverian Health clinic for periodic health checkup of staff and students
- Maternity Benefits for women employees

Financial:-

- Interest free Loans and Monetary Support to faculty and staff on emergencies
- Financial support to non-teaching staff for house construction
- Subsistence Allowance for Guest Faculty and Faculty on Contract

Other Incentives:-

- Xaverian welfare scheme monetary incentives are granted for the creditable and successful efforts of the staff in curricular and co-curricular realms annually
- Annual Picnics, celebration of festivals and Staff Day Celebration
- Active programs for Associations of Retired Teaching Faculty (ReLAX) & Retired Non-Teaching

staff (ReNTAX).

Other Benefits/Facilities:-

- Free Wi-Fi and email id
- Hostel Facility
- College Bus facility for teachers and non-teaching staff.
- Annual retreat and orientation.
- Gymnasium, Health Club
- Subsidized Canteen and Day-care facility.
- Surveillance system for campus security

Avenues for career development/progression: Teaching Faculty & Non-Teaching Staff

- Professional and technical training programme for skill enhancement
- Mechanism for Self Appraisal and Managerial Evaluation
- API based promotion for faculty
- Support for higher studies including FDP/UGC Research Fellowships
- Financial assistance for travel and participation in national/international workshops/conferences, Summer School Programmes etc and membership in academic bodies
- Computers, laboratories, and dedicated space for research
- Autonomy in academic matters and role in Governance

Performance appraisal system

The institutional performance appraisal system is in place to regularly assess its human resources to accomplish its uncompromising quality parameters. It facilitates teaching and non-teaching staff for career progression through self-evaluation mechanisms, internal and external appraisals.

Teaching Faculty:

- **Internal Appraisal** consists of a Performance Based Appraisal System to determine individual strengths and weaknesses and to identify training needs. **Teacher's Diary** is a mandatory record maintained by the faculty. These records, duly verified by the heads of the departments, are regularly evaluated by the Principal and the Management
- **External Appraisal** primarily focuses on **Open Houses, Grievance Redressal platforms** and **Student and Alumni feedback** that are shared with the faculty for self-assessment
- **Other Departmental Mechanism** such as staff meetings, Department Action plan, ensures the progress of the faculty in tune with the institution's vision and mission

Non-Teaching Staff

- The appraisal system of administrative and non-teaching staff evaluates their performance in tune with the institution's and University's vision and mission
- The criteria of appraisal range from professional competence to personal potentialities that come under the purview of the Superintendent who appraises the same with the Manager
- Student feedback and stakeholder suggestions are also considered

Redressal Mechanism

Intermittent corrective measures are taken by the Principal and Manager to channel the performance of the faculty and staff to the expected line of action through:

- Need-based professional and soft skill trainings
- Faculty development programmes
- Incentives to faculty and staff for better output

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 13.66

6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
34	2	11	8	7

File Description	Document
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Institutional data in the prescribed format	View Document

6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

Response: 83.94

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
100	104	95	72	94

6.3.3.2 Number of non-teaching staff year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
22	19	16	25	18

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The institution has a well-defined mechanism to monitor the efficient utilisation of available financial resources and has committees to trace and use the funds in an optimal way.

Fund Utilisation Mechanism:

- The Planning Committee consisting of the Bursar, Principal, Vice-Principal, IQAC Coordinator, Superintendent and a faculty representative conducts annual financial planning and prepare an annual budget as per the requirements
- The Purchase Committee headed by the Vice Principal monitors various purchase tenders and disbursement of funds of approved projects.
- Fund mobilisation committee ensures a transparent and well-planned financial management system to mobilize and manage funds/grants received from Government, UGC, NGOs, Management and other benefactors, for the activities described below;
 - Infrastructure
 - Research, Minor and Major Projects

- Student Welfare and Academic Support
- Salary Component, Staff Professional Development and Staff Welfare
- Extension and Outreach Programmes
- The Board of Management takes key decisions on institution's economic policies
- The Bursar undertakes adequate monitoring of fund mobilisation
- Encouraging participative management, the teachers are designated with various responsibilities like NSS, NCC, UBA, Registered Clubs and Cells, WWS, SSP etc. who are authenticated to mobilize and utilize the funds that come under their respective dominion.

Funding Sources of the College:

Funding Sources	Central Government Funds	State Government Funds	Non-Government
	<ul style="list-style-type: none"> • RUSA • UGC • DST • DBT- STAR • Major & Minor Projects • UBA • Scholarships 	<ul style="list-style-type: none"> • KSHEC • KSCSTE • Grant- in- aid for salary • State Government fund for NSS, ASAP, WWS, SSP • Scholarships 	<ul style="list-style-type: none"> • PTA • Man • Stud finan • Cont and F • Phila

Financial Audit

Determined to preserve transparency and accountability with regard to financial matters, a regular mechanism of audit is functional for Government and Management accounts. The accounts are maintained by the Accounts Section and coordinated by the Bursar.

External Audit

- External financial audits are conducted by Government agencies, Deputy Director of Collegiate Education and the Accountant General's office, Thiruvananthapuram annually and Audit comments are acted upon promptly to rectify defects, if any. Various Audit Certificates are maintained meticulously.

- Personal Deposit Account (PD Account), DBT Star College Fund, XII Plan General Development Grant, Tuition Fees Account, University Fees Account, Special Fees Account, General Non-Salary (GNS) Accounts, Funds from UGC, RUSA, DST, KSCSTE and other Government agencies for major and minor projects are externally audited.
- Management accounts undergo External audit by authorised Chartered Accountant, P.V Chacko and Co.
- Accounts of PTA and Alumni are externally audited

Internal Audit

- Internal audits are conducted annually by the Administrative office that maintains the accounts of the institution which is verified by the Principal. The directions of the Higher Education department and external Chartered Accountant are followed strictly.
- A monthly report of the Management account is placed for discussion and approval before the Board of Management.
- Internal Audits are also conducted annually for department wise activities, individual projects from non-government bodies, funds from non-government bodies, philanthropists and accounts of the Staff Association, Cells, Clubs and Committees.

File Description	Document
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Provide Link for Additional information	View Document

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

I. IQAC's Quality Assurance Initiatives

- Maintains Student, Teacher, and non-teaching faculty database
- Enhances curriculum with Add-on/Certificate/Diploma Courses
- Directs Year Plan preparation by each department/club/cell with qualitative inputs.
- Tracks and records curricular, co-curricular and extra-curricular activities of the institution

- Streamlined the Documentation Process as per the NAAC requirement and onward submission to appropriate authorities and other ranking agencies.
- Monitors and documents:
 - Student Progression for higher education/Placement
 - IQAC Student Wing
 - Student's Scholarship details
- Ensures Stakeholder feedback collection and its analysis for improvements.
- Organizes Orientation/Training/workshop Programmes for students, Teachers and supporting staff
- Undertakes Infrastructure Audit, Administrative and Academic Audit, Energy, Environment and Green Audit
- Alumni Lecture Series
- Institutionalized Academic week, Library week, Women Empowerment Week, Entrepreneur's Week and Merit Day Celebrations, which are dedicated week-long programs based on focused themes.

II. IQAC's Review Mechanisms

Teaching-Learning Process	Structures & Methodologies of Operations	Learning Outcomes	
Prepares Academic Calendar with Comprehensive Year plans of activities /exam schedules	Audits: <ol style="list-style-type: none"> Academic and Administrative Audit – Internal and external, since 2012 Energy, Green and Environment Audits 	Introduced outcome-based education 2018 <ul style="list-style-type: none"> • OBE Advisory Committee headed by IQAC prepares POs • Department OBE Committee prepares PSOs and COs • Mapping of PO, PSO and CO during Syllabus Revision • Handbook with PO, PSO & COs introduced in all classes. 	
Ensures Teaching plan in Teachers diary to facilitate and evaluate <ul style="list-style-type: none"> • Classroom functioning • Performance of the faculty on desired outcomes. 	<ul style="list-style-type: none"> • Audit recommendations are communicated to concerned departments. • IQAC monitors post-audit corrective measures. 	Semester-wise and Overall Analysis followed by <ul style="list-style-type: none"> • Outcome attainment analysis and Gap analysis • Corrective measures after the results are published • Analysis report shared to higher authorities 	Res
Introduced PBAS of Teaching and Support Staff -Collection and analysis	Monthly Performance Report reviews the progress of the departments in all curricular and co-curricular activities	Orientation/Training: <ul style="list-style-type: none"> • 61 programmes for students / faculty and non-teaching staff improve their efficiency and professionalism 	
Student's Feedback and Annual Stakeholder Feedback-General	IQAC Monitors	IQAC's unique Review Mechanism Students identifies Advanced learners	

and Curriculum – collection analysis and communication to higher authorities for corrective measures	<ul style="list-style-type: none"> • Mentoring system which is functional with a teacher-student ratio of about 1:20 • Remedial System 	Slow learners and conducts programs for them.	suita
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III. Incremental Improvement post 4th Cycle of Accreditation (2017-2022)

- Introduced **5 new programmes** and **423 add-on courses**.
- **Added two more research centres** in Physics and English.
- College was awarded **Rs 381 lakhs for 21 projects**.
- **53 Research scholars** have registered under **17 MG University approved research guides** of the college. **8 are awarded Ph.D.** and **4 have submitted their thesis** during the assessment period.
- **Total number of publications 151** of which **38 are in UGC CARE list**.
- **63 Books / Book chapters** were published by faculty.
- **124 MoUs / collaborations** for various academic activities.
- **Established Institution Innovation council** as per the norms of Innovation Cell, MHRD GOI in 2019.
- **168 Workshops / seminars / conferences** on Research Methodology, IPR and entrepreneurship.
- Designated **local chapter** for NPTEL courses and **Nodal Centre** for Virtual labs.
- 5 science departments supported by **DBT Star College Scheme**
- **ISO Certification** (ISO 9001:2015) awarded in 2020

Incremental Improvement in IT facilities

- Addition of 1 Computer Lab
- 94 % classrooms are ICT enabled.
- 3 Wi-Fi hubs for students on campus
- Computers increased from 175 to 298.

Infrastructure Augmentation

- New Land purchased for campus
- Constructed new Academic Block, Open Theatre and IQAC Office
- New elevator constructed in Main Block
- Established new Incubation Centre
- College Library was automated with ILMS and RFID

File Description	Document
Upload Additional information	View Document
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6.5.2 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)/ membership of international networks**
- 3.Participation in NIRF**
- 4.any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc**

Response: A. All of the above

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

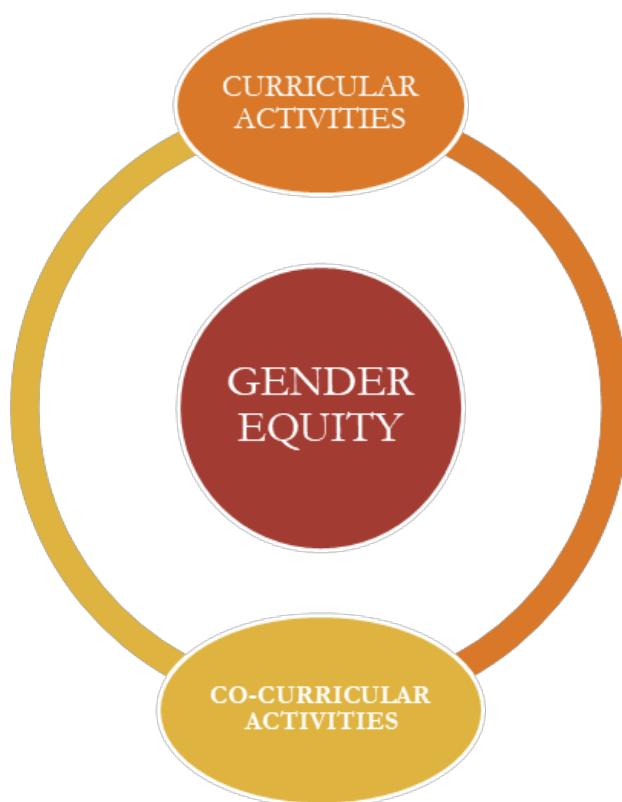
7.1.1 Measures initiated by the Institution for the promotion of gender equity and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Response:

The UNAI principles and UN Sustainable Goals indicate Gender equity as not only a fundamental human right, but as a necessary foundation for sustainable world. The College is firm on achieving gender equity through its varied sensitisation endeavours. To sensitise students about social, ideological and cultural diversities, the institution initiates celebrating days and events of national and international importance.

Gender Equity

Gender equity is the norm held high by the institution through curricular and co-curricular activities. Giving due weightage to proliferate the concept of gender equity, the institution has its unique principles and mode of operation.



Gender Sensitisation in Curricular Activities

- The institution offers **47 courses** that address pertinent gender-related issues

- The gender questions addressed include Equity, Domestic violence, Discrimination at workplace, etc.
- The **faculty are cent percentage women** who themselves are role models of empowerment
- The **administrative and academic roles** ranging from the Manager and the Principal to the staff and student Coordinators of different clubs/cells/ Committees are carried out by women.

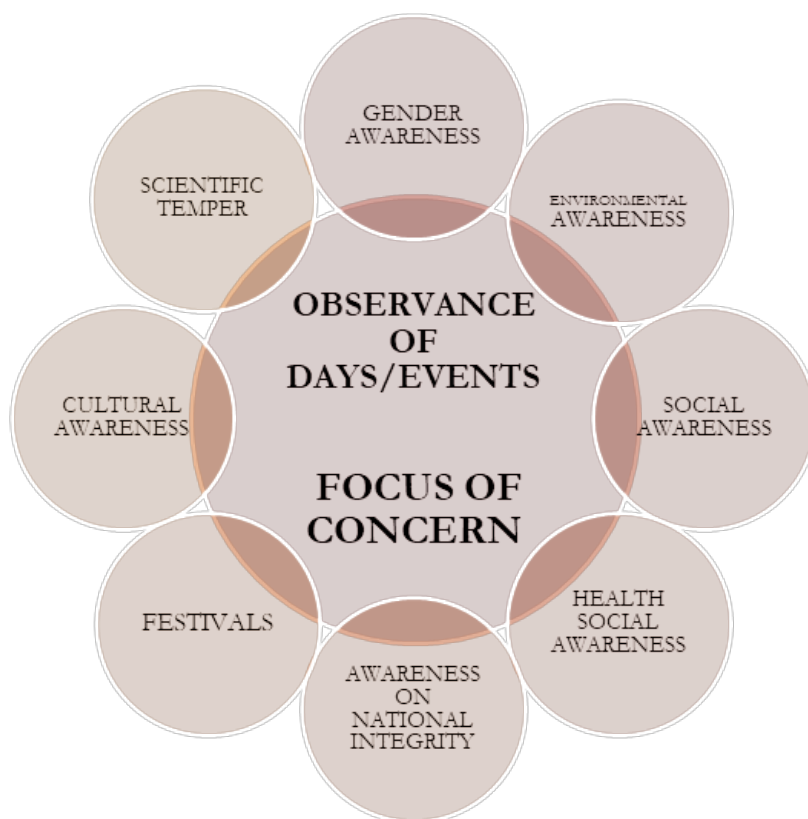
Gender Sensitisation in Co-Curricular Activities

The Institution is cautious about women issues and imparts gender sensitivity among students and faculty through cells, organisations and other initiatives which include:

- Women Cell
- Anti- Sexual Harassment Cell
- Monitoring Cell
- Moral and Value Education
- Legal Awareness programmes
- Human Rights and Gender Awareness classes
- Skill Development Classes
- Entrepreneurship avenues
- Women Empowerment talks, seminars, conferences and trainings

Day Observances

The institution promotes inclusivity, tolerance, high standards of morals and ethics and mutual respect among students by initiating celebrations and observances of commemorative days, events and festivals. The initiatives inculcate reverence and appreciation towards the ideals and norms of regional, national and international significance. Some of the observances and celebrations include:



AREA OF CONCERN	OBSERVANCES / CELEBRATIONS
Environment Awareness (UNAI 9th Principle)	WORLD ENVIRONMENT DAY
	Wetland Day
	Ozone day
	World Ocean day
	Earth Day
	World Elephant Day
Social Awareness (UNAI 10th Principle)	World Population day
	Plastic bag free Day
	Meri Hunar
	World Blood Donor Day
	International Day against Drug Abuse and Illicit Trafficking
	Aids Day
Health Awareness (SDG 3)	Yoga Day
	World Food day
	International Day for Epidemic Preparedness
	World Food Safety Day
	World Breast Feeding Week
	World Diabetes Day
	World Haemophilia Day
Awareness on National Integrity	Azadi ka Amrith Mahotsav

(UNAI 10th Principle)	Constitution Day
	Human Rights Day
	Munshi Premchand Ki Yaad Meim
	International Day of Democracy
	Aaj Hindi Meim
	Death Anniversary of Dr. APJ Abdul Kalam
	Birth Anniversary of Dr. Vikram Sarabhai
	Basheer Anusmaranam
	Munishi Premchand Ek Jhalak Meim
	Death Centenary Year of Srinivasa Ramanujan
	Martyr's Day
Festivals	Onam
	Christmas
	Bakrid
	Holi
Cultural Awareness	Bhashadinacharanam
	World Mother Tongue Day
	Vayanavaracharanam
	Hindi SaptahSamaroh
	Reading Day
	World Heritage Day
Scientific Temper (SDG 7,16)	National Mathematics Day
	National Science Day
	International Day For Ozone Preservation
	Energy Conservation Day
	World Consumer Rights Day
	World Book and Copyright Day
	International Day of Tropics
Gender Awareness (SDG 5)	Women's day
	International Day of Women and Girls in Science
	International Day of Zero Tolerance for Female Genital Mutilation
	Anti Dowry Day
	International Day For The Elimination Of Violence Against Women

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2 The Institution has facilities and initiatives for

1. Alternate sources of energy and energy conservation measures

2. Management of the various types of degradable and nondegradable waste
3. Water conservation
4. Green campus initiatives
5. Disabled-friendly, barrier free environment

Response: A. 4 or All of the above

File Description	Document
Upload supporting document	View Document

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. Green audit / Environment audit
2. Energy audit
3. Clean and green campus initiatives
4. Beyond the campus environmental promotion activities

Response: A. All of the above

File Description	Document
Upload supporting document	View Document

7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Assimilating the fundamentals of the **UNAI principle** of promoting intercultural dialogue and understanding, and the unlearning of intolerance, through education, St. Xavier's College for Women, Aluva seeks to provide an inclusive platform that enhances the strength and capabilities of students from diverse backgrounds.

It abides by the Indian Constitution that envisions and safeguards democratic thinking and reasoning. Imbibing the national spirit, it is ever fixed on moulding a community of responsible citizens internalising democratic values, rights, duties and responsibilities.

Inclusion in Administrative and Academics Activities

- Adhering to the mandates of the affiliating university, admissions are done on an inclusive basis incorporating:
 - SC, ST students

- Differently abled students
- Students from minority and OBC communities, Lakshadweep and outside states
- Seats reserved for Community/ Management/Cultural/Sports quota
- Scholarships and free ships
- Divyangjan facilities

As enunciated by the **UNAI, Racial, Cultural, Social and Linguistic Inclusion is achieved through:**

- Women Cell Activities
- Students' Council Programmes
- Ek Bharat Shreshtha Bharat Programme (EBSB) - linguistic and cultural sharing with St. Bede's College, Shimla.
- Ethnic Day Celebrations, installation of Ethnic Cuisine Stalls
- Peace Club
- Extension and Outreach Activities
- Ramp, Lift, Tactile, Disabled friendly toilet

Democratic values are ensured through:

- Democratic Representation of staff and students in all statutory and non-statutory bodies
- Parliamentary mode of election to the Students' council
- Regular rotation of Headship in the departments
- Effective Feedback mechanism.
- Faculty and Staff participation in the conduct of State/Central elections

Administrative, Academic and Non-Academic Activities:

Administration: Participative governance giving functional autonomy to all the bodies-starting from the Governing Body to the Students' Council.

Academics: Integration of Environment Sustainability and Human Rights as a mandatory topic in the UG

Fifth semester, along with:

- Energy, Green and Environment Audits
- Energy Conservation Club, Nature Club and Bhoomitra Sena
- MOOC - organic farming, organic manure making
- Workshop on solar lamp assembling
- Environmental Sensitization talks
- Botanical garden
- Solar panel and LED lamps installation
- Biogas Plant
- Rainwater Harvesting system
- Lecture series- “Health@Habitat”
- Waste management and climate change
- Energy Conservation and Management, Atmanirbhar Bharath in Energy
- E Newsletter- “Identify the Fauna around your Home”
- E poster competition- “Our solutions are in Nature”
- Environment Day and Wildlife Week

Human rights awareness is cemented through activities in diversified themes like:

- Observance of human rights day, Peace day and Hiroshima - Nagasaki day, Constitution day, Gandhi Jayanti and other days of national and international importance
- Awareness video on Universal Declaration Human Rights
- Webinars on Human Rights, Self Defence training, Health and Nutrition, First Aid, “Gandhian Principles and Fundamental Duties, etc.
- Screening documentary film “Story of Human Rights”
- Survey - ‘Non registered Neo Electorates’

Other Practices to inculcate human values and responsibilities:

- Value Education and Mentoring
- Counselling
- Social Ventures- House Construction, Paddy Cultivation, Waste Management
- Cleaning Drives
- Orphanage and Age-Old Home visits
- Awareness Videos
- Anti-Drugs Awareness
- Career Guidance Programmes
- Code of Conduct sessions

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices**7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual****Response:*****BEST PRACTICE 1******Title: XAVERIAN CARE***

- To develop environmental consciousness
- To infuse social responsibility

The Context

Sticking on to the mandates of the UN sustainable goals and UNAI Principles, the college has chosen two main areas of focus to extend its care – 1. Environment Care, 2. Social Care. The Environment Care activities include **Thanaloram Way Side Park/ Rest Area for Public** and **Conservation of Sivarathri**

Manappuram, a famous historical spot focussing on instilling environmental consciousness. The Social Care activities targeting Zero Hunger and merging social responsibility among students include **Annam Project** and **Blood Donation Drives** organised on a regular basis.

The Practice

Striving to establish a culture of academia-meet-application, the institution is engaged in enhancing environmental consciousness and social responsibility of the students by endeavouring campus-oriented and beyond the campus initiatives. The practice works in two realms:

1. **Environment Care** - There was an innovative and socially engaging initiative which was conceived in 2014-2015 continuing till date. The practice was initiated as the area adjacent to the college compound was a barren land. The land later became a waste dumping area where the natives and passers-by used to dump wastes which caused inconvenience to the students and the public. Identifying their social responsibility, the students ventured to turn the area into a beautiful public resting place. The students also indulged in the **conservation of Sivarathri Manappuram (Sand Banks)** with the intention of conserving historical spots.
2. **Social Care** – The students are motivated to think and act in a socially responsible way through varied platforms. The **Annam Project** was envisaged to work in line with SDG 2-Zero Hunger through which food distributions were done regularly from 2017. The student volunteers ventured to collect food packets from staff and students to be distributed among the needy. Around 150 food packets were collected weekly from staff and students which were delivered in the premises of Aluva municipality. Another initiative of social relevance is the **Blood Donation Camp** which is a continuing project of the college conducted regularly. Every year 4 blood donation camps are conducted in association with Regional Blood Transfusion Centre and Dialysis Unit. More than 400 units of blood were collected and donated to the Dialysis unit of Government Hospital and to the Regional Blood Transfusion Centre, Aluva.

Evidence of Success

1. Anti-social activities have decreased extensively at Thanaloram. Public utilise the area for reading and recreation
2. The British Council appreciated the Thanaloram Project in the Active Citizen Programme.
3. The premises of Aluva Manappuram, cleaned after each Sivarathri celebration, became a haven of tourists and public.
4. The girl students donated more than 400 units of blood
5. Annam Project has alleviated the hunger of the destitute and enhanced the social responsibility of the students
6. The Aluva Municipality has awarded Letters of appreciation acknowledging college's veritable interference in conserving environment.
7. Received IMA Award instituted by Indian Medical Association thrice
8. Certificates of Appreciation from Regional Blood Transfusion centre and Regional Dialysis Centre, Aluva for the regular conduct of Blood donation camps.
9. Sevana Award from Kerala Action Force (NGO) for Annam Project and Blood Donation

Problems Encountered

1. Lack of sufficient funds to maintain Thanaloram which was tackled through donation from

- philanthropists
2. The girls had low HB count which was overcome by Health Orientation classes.

BEST PRACTICE 2

Title: Xaverian Innovative and Entrepreneurial Initiatives

Objectives of the practice:

- To inculcate the spirit of ideation and innovation.
- To develop entrepreneurial efficiency and augment self-sufficiency

The Context

As the world is getting highly competitive in terms of career opportunities and employability, the college is committed to create an ecosystem facilitating innovation and entrepreneurial skills of students. A culture of ideation, innovation and entrepreneurship has been established since 2006 through the creative and entrepreneurial endeavours conducted by ED club. In 2019, IIC was established as the apex body that directs the enterprises of varied clubs and cells like ED Club, IEDC, IPR Cell and NISP diversifying the innovative and entrepreneurial initiatives to help students acquire employability skills and transform women into successful entrepreneurs.

The Practice

The innovation and start-up ecosystem help students develop the skill sets and to transform their ideas into prototypes. The practice works on two levels: 1. Product Workshops and Skills Training; 2. Samrambhaka Vedi.

1. **Product Workshops and Skills Training** are promoted among women under the aegis of IIC, EDC, IEDC, NISP and IPR cell. Workshops/training sessions were arranged in different realms like liquid embroidery, Cake and Chocolate making, LED Bulb Assembling, Making of eco-friendly paper bags and cloth bags, paper files, ASAP Training for Career Development etc. In collaboration with Kerala Institute of Entrepreneurship Development, District Industries Centre and KITCO, programs like industrial visits, business awareness classes, practical sessions on skill development training, interaction with entrepreneurs were also organised.
2. Samrambhaka Vedi - aims to offer a platform to women entrepreneurs for transforming their ideas into reality giving opportunities to materialise their incubated ideas. Initiatives like Blooming Pink Business Idea Competition, Hackathons etc. are organised at the institutional level facilitating students' idea formation and implementation. Assistance is extended to the students to transform their incubated ideas into reality, helping them display their products in the Business Idea challenges at State and National levels.

The College also has a long tradition of promoting entrepreneurship among students, alumnae and women by offering avenues like OSAX UTSAV, Eco Mega Mela, food and dessert stalls, Expo n Fair, Entrepreneur's Week etc. The enterprise gives visibility and recognition to student and alumnae

entrepreneurs as well as other female-run enterprises.

Evidence of Success

The students' creative faculty is enriched by the initiatives of IIC and other entrepreneurial bodies making capable of creating innovative ideas and products. The awards won are success testimonies:

- **Patent** Filed for 2 products
- **One project** bagged third prize in **National Innovation Contest**
- **5 Star Rating** in the IIC Annual Performance by the MoE.
- Received **Mentor status** with Financial Support by MIC and AICTE
- **First in the State Level Hackathon ED Conclave**
- **Samrambhaka Mitra Awards** for “Herbo Power” and “Rakshak- Borewell Rescue System.”
- Award from Department of Industry and Commerce, Ministry of Kerala for “A Scaly Deal”

Students' business launches on real and virtual platforms are proof the success of entrepreneurial orientation .

- **75 Women entrepreneurs** in the last 5 years.

Problems Encountered:

- Making and marketing of products are challenging in the strict educational scenario
- The university grants and funds are minimal.

File Description	Document
Any other relevant information	View Document
Best practices as hosted on the Institutional website	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

WE-AIM (Women Empowerment- Activities for Integral Maturation)

The distinctiveness of the institution is its vision of empowerment of women through educational, social and cultural enhancement, enabling students to become resourceful, responsible and global citizens and simultaneously promote career advancement, eco-sensitivity, constitutional awareness, and self-efficiency.

Practice:

The various facets of women empowerment are addressed by on and off-campus programmes of focussed clubs, cells and associations of the institution that ensures emotional, spiritual, mental, and artistic enhancement and holistic development of the students.

Clubs/Cells	Notable Events
I. Empowerment through Human Rights and Legal Knowledge: For positive impact on the student's awareness and self-confidence to protect their individual rights.	
Justice & Legal Awareness Club	<ul style="list-style-type: none"> • Model Parliament • Observance of Constitution Day • Awareness Campaigns
Human Rights forum	<ul style="list-style-type: none"> • Seminars-Social and Cultural rights of women in India • Human Rights Mapping Competition • Student Comment board and Study Report-Application of Human Rights.
Anti-Ragging Cell	Awareness Talks
Anti-narcotic Cell	<ul style="list-style-type: none"> • Poster competition-"Say No to drugs" • Online Quiz-Substance Abuse. • Awareness videos/classes on Anti-narcotics • Anti-Drugs Day observation
SC/ST, Minority & OBC Cells	Ensuring welfare of students and awareness of various benefits.
II. Social Empowerment of Women: For enhancing the perceptions of gender equality and social equity	
Anti-Sexual Harassment Cell	Monitors safety and security of students
Gender Justice Forum	Awareness of legal rights of students
Internal Complaint Committee	Surveys and addresses student's complaints
Counselling Cell & Mentoring	Sessions: <ul style="list-style-type: none"> • Personality Based Motivation • Transactional effects • Personal & Group Counselling • Stress Management
Equal Opportunity Cell	Ensures equitable welfare for all
Gender Equality Cell	<ul style="list-style-type: none"> • State level workshop-Women Empowerment • Awareness training-Gender Equality, Women Safety and Legal Awareness • Debate: "Women are better entrepreneurs than Men"

Women Cell	<ul style="list-style-type: none"> • Sakhi-Gender Sensitization Programme • Gender Awareness • Self-Job Training • Inter-Collegiate workshop-Art and Designing • Street Plays • Community Intervention Programmes • Creative workshop-Liquid Embroidery • Manuscript Magazine • Self-Defence & Wellness trainings • Women Entrepreneur Day • Awareness classes <ul style="list-style-type: none"> ◦ Mithra helpline ◦ Sparsham-Good and Bad Touch ◦ “Happy periods” and “Menstrual Hygiene”
III. Cultural Development and Artistic Expansion of Women: Enables the students to participate in cultural events and develop their artistic skills.	
Debate Club	<ul style="list-style-type: none"> • Debate competition-Gender Neutral Uniform • Panel Discussion-Ukraine-Russia War and its Implications • Speak for India-Kerala Edition 2019
Literary Club	<ul style="list-style-type: none"> • National Webinars <ul style="list-style-type: none"> ◦ Literature after Pandemic-Conjectures and Considerations ◦ Understanding Cinema-Intersections in Indian Horror Films • Poets Meets-Campus Kavitha Unlocked • Literary Meets
Music Club	<ul style="list-style-type: none"> • ‘Ente Keralam’ Music competitions • IIC Songs and Jingles-English & Hindi • Xav Voice Title competitions • Video and Promo Song released as part of National Science Day on ‘Women in science’
Dance Club	<ul style="list-style-type: none"> • Yoga dance • Xav Dancer Competition • Dance Challenge to promote blood donation • Flash Mobs against Dowry and on water conservation
Theatre Club	<ul style="list-style-type: none"> • Workshop on theatre skills • Chain Acting Challenge • Street plays <ul style="list-style-type: none"> ◦ Gender issues. ◦ Meira Paibi, “Women torch bearers”

	<p>to commemorate Mahasweta Devi</p> <ul style="list-style-type: none"> • Commemoration of Munshi Premchand - dramatizing 'Idgaah' • International Seminar "The Dynamics of Histrionics: Themes, Motifs and Emerging Trends in Contemporary Theatre" • Dubsmash, Mono-Act, Mimicry, Kathaprasangam, & Best Actor competitions
Photography & Painting Club	<ul style="list-style-type: none"> • Poster, Comic strip, Painting & Photography competitions • Hauntography-Halloween competition
Quiz club	<ul style="list-style-type: none"> • Inter-departmental quizzes • Mathrubhumi Campus Literary Quiz Contest 2020 • Quiz-Energy Conservation and Management, Ozone day
Media Club	<ul style="list-style-type: none"> • Media Quiz • Seminar-Madhyamangalum Sthreeyum
Cookery Club	<p>Competitions</p> <ul style="list-style-type: none"> • Fruit carving • <i>Onam payasam</i> • Cooking • Food Art • Winter Holidays Food Styling
Health Club	Fitness Training to staff and students
Peace club	Peace Solidarity Program, Peace Pledge and Prayer sessions
Film Club	<p>Competitions</p> <ul style="list-style-type: none"> • Tik-tok • Film Reviews
Fine Arts Club	<p>Competitions</p> <ul style="list-style-type: none"> • Toys for toycathon • Origami • Best out of waste • Theme based decorations • Exhibition • Rangoli
Soch Vichar Club	<ul style="list-style-type: none"> • Munshi Premchand Ki Yaad Mein • Hindi Day- Aaj Hindi Mein • Prashnottari Pratiyogita
Folklore Club	<ul style="list-style-type: none"> • Folklore webinar • Nadanpattu Peruma-folk songs.
Tourism Club	<ul style="list-style-type: none"> • Maiden Metro Journey

	<ul style="list-style-type: none"> • Organic Vegetable fest • Logo designing competition on Kerala Culture • Ethnic Day Celebration
IV. Economic and Occupational Freedom: To inculcate financial independence in students.	
SPACE - Incubation Centre	Ideation and Incubation of innovative ideas
Entrepreneurship Development Club	<ul style="list-style-type: none"> • Industrial visits, business awareness classes, practical skill development and interaction with entrepreneurs. • Annual Sell-Sale platform • Blooming Pink-Business Idea Competition • Craft from Waste • Training-paper bags, pen and files making
Institutional Innovation Council	<ul style="list-style-type: none"> • Sessions on-Copyright, Design thinking, Critical thinking, IPR and Innovative design. • Motivational Sessions by Successful Entrepreneurs • Entrepreneurship Development Workshops • Pitching workshop & linkage of innovators
OSAX	<ul style="list-style-type: none"> • UTSAV- Annual OSAX Fest • Alumni Lecture Series
V. Political Empowerment of Women: Electoral literacy club evokes nationalistic spirit and encourages participation of women in political decision-making and governance	
Electoral Literacy Club	<ul style="list-style-type: none"> • Wall of Democracy-Monthly wall magazine • Seminar-“Fundamental Duties of an Indian Citizen in the Constitutional Perspective” • Paper presentation-‘Gandhism and Toleration’ • Skit-‘Fundamental Rights and Duties’
VI. Environmental Awareness: The following clubs, explore environment issues, ecofeminism and devise constructive and sustainable mechanisms to preserve environment.	
Bhoomitra Sena Club	<ul style="list-style-type: none"> • Competitions <ul style="list-style-type: none"> ◦ Intercollegiate-World Environment Day. ◦ Cartoon Making -Sustainable Lifestyle Practices ◦ Photography-Campus Biodiversity ◦ Nature Camp and Photography Competition at Athani Biological Park under Social Forestry dept.

	<ul style="list-style-type: none"> • Cleaning Drive of Butterfly Garden • Nature Study at Mathrubhumi Arboretum • Awareness Class <ul style="list-style-type: none"> ◦ Energy management and conservation ◦ Dengue for farmers • Clean Environment Practice-“Every Sunday as Dry Day” • Paristhithikam-Campus cleaning, maintenance and planting • Cloth/Paper bag making and distribution • Ozone day workshop • “Swachata Hi Seva” campaign • National Science Day paper presentations • Visit-Rice Research Station, Vytilla • Plastic bag free Day
Bio Diversity Club & Urja Kiran Lotus Club	Public awareness sessions-Efficient Energy Management.
	<ul style="list-style-type: none"> • Essay competition-“Threats to Biodiversity”. • Webinars <ul style="list-style-type: none"> ◦ Plant Fibre Extraction ◦ Fundamental Rights and Right to a Healthy and Sustainable Environment: Constitutional Recognition ◦ Entrepreneurship in Nursery Management ◦ Organic Farming • Innovative methods in Terrarium Making
Energy & Environment Club	<ul style="list-style-type: none"> • Awareness class, Poster designing and Open Quiz competitions on Energy management and conservation • State ‘Power’ quiz competition for inter-college students • National Energy Conservation Day-Celebration • Solar Lamp Assembling and Student Solar Ambassador Programme
VII. Other Bodies	Focus Areas
NSS, NCC & UBA	<ul style="list-style-type: none"> • Gender Awareness • Environmental Sensitisation Activities • Societal Health and Hygiene • Community Extension and Outreach

	Activities <ul style="list-style-type: none"> • Day Observances • Rural Development Initiatives • Stress Management Drives • Entrepreneurship
VIII. Evidence of Success	
Year	Awards/Recognitions
2017-2022	MG University Awards every year for <ul style="list-style-type: none"> • Literary and Cultural Events • Best NSS Volunteer
2020 & 2022	MGU Best Programme Officer Awards
2021-22	IMA Excellence Award for the NSS unit
2020-21	<ul style="list-style-type: none"> • Rank of Partner Institution in the Student Solar Ambassador Project • 4 Star rating of MOE, GOI for IIC Annual Performance
2019-20	<ul style="list-style-type: none"> • First in State Level Hackathon ED Conclave 2020 • 5 Star rating of MOE, GOI for IIC Annual Performance • Best Performing College in Ernakulam District-JAIVAM Organic Farming Literacy Programme • Certificate of Appreciation for NCC Unit for the project “Mini Krishi Farm”
2018-19	<ul style="list-style-type: none"> • All Kerala Open Youth Festival Awards • State Award for Best NSS Volunteer
File Description	Document
Appropriate web in the Institutional website	View Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

St. Xavier's College for Women, Aluva has a rich tradition of educational system with a vibrant community of faculty, staff and students. With its exuberant strides in academic, cultural and sports domains, the institution could reap many awards and achievements. The ranks won by our students in the University examinations besides the awards and medals in extracurricular activities are testimonies of institution's supremacy.

Achievements of Students:

Year	No. of Ranks in University Examinations
2017-2018	9
2018-2019	7
2019-2020	30
2020-2021	34
2021-2022	29

Year	No. of Awards won for Sports and Cultural Events
2017-2018	16
2018-2019	24
2019-2020	27
2020-2021	19
2021-2022	20

The college has also won **awards in its extension ventures** too, such as:

- Best NSS Unit Award
- Best NSS Programme Officer Award
- Best NSS Volunteer Award
- India-Pilot Facilitator
- Sevana Award
- IMA Excellence Award
- Certificates of Appreciation from Industrial and Societal Agencies

The awards and recognitions in Innovation and Entrepreneurship include:

- National IIC Ranking
- Mentorship Status with financial support by MIC & AICTE

- Innovation Ambassadors by MoE, Government of India- 4 students and 28 faculty
- First Position in Hackathon ED Conclave, Enlight 2020 organised by the Industry and Commerce Ministry, Government of Kerala
- Samrambhak Mithra & Kerala Startup Mission Idea Challenge Awards
- Research Internship of 10,000/month at Azim Premji University
- Inventorship Status in Patent Filing
- Participation in Toycathon 2021

Concluding Remarks :

St. Xavier's College for Women stands fixed on integrating UNAI principles and Sustainable Development Goals in its operative mechanism. Envisioning empowerment of women through academic excellence and spiritual enlightenment for their intellectual, social and cultural enhancement, varied strategies and policies are implemented. Socially committed, our institution offers need-based free-ships and scholarship programmes to students from varied socio-economic backgrounds. The institution also provides an inclusive platform that enhances the strength and capabilities of students coming from diverse backgrounds.

Keeping Teaching Learning as the core of the institutional ethos, a student-centric approach is adopted devising special programmes to benefit advanced, medium and slow learners. The trained Teachers act as empowered agents to bring social change. These past few decades have witnessed the institution's endeavours to foster a culture of Research and Innovation through an active research and Innovation cell. Marching into the gateway of excellence, St. Xavier's College for Women has evolved into a haven of wisdom and finesse . Acknowledging its contributions in the academic, cultural and social arena, various awards and recognitions have come its way bestowing its present prowess.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
5.1.3	<p>Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years</p> <p>5.1.3.1. Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>1224</td><td>1311</td><td>1504</td><td>1330</td><td>1071</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>1205</td><td>1316</td><td>1689</td><td>1356</td><td>1064</td></tr></table> <p>Remark : as per HEI response</p>	2021-22	2020-21	2019-20	2018-19	2017-18	1224	1311	1504	1330	1071	2021-22	2020-21	2019-20	2018-19	2017-18	1205	1316	1689	1356	1064
2021-22	2020-21	2019-20	2018-19	2017-18																	
1224	1311	1504	1330	1071																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
1205	1316	1689	1356	1064																	
5.3.1	<p>Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years</p> <p>5.3.1.1. 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 wise during the last five years</p> <p>Answer before DVV Verification:</p> <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>20</td><td>19</td><td>27</td><td>24</td><td>16</td></tr></table> <p>Answer After DVV Verification :</p> <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>3</td><td>3</td><td>3</td><td>7</td><td>5</td></tr></table>	2021-22	2020-21	2019-20	2018-19	2017-18	20	19	27	24	16	2021-22	2020-21	2019-20	2018-19	2017-18	3	3	3	7	5
2021-22	2020-21	2019-20	2018-19	2017-18																	
20	19	27	24	16																	
2021-22	2020-21	2019-20	2018-19	2017-18																	
3	3	3	7	5																	
6.3.3	<p>Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years</p> <p>6.3.3.1. Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years</p> <p>Answer before DVV Verification:</p>																				

2021-22	2020-21	2019-20	2018-19	2017-18
90	86	86	84	91

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
100	104	95	72	94

6.3.3.2. Number of non-teaching staff year wise during the last five years

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
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2.Extended Profile Deviations

Extended Profile Deviations

No Deviations