YEARLY STATUS REPORT - 2023-2024

Part A
Data of the Institution

1.Name of the Institution	St. Xavier's College
• Name of the Head of the institution	Prof Blanche R.C.S. Fernandes e Mascarenhas
• Designation	Professor and Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	08322262356
• Mobile no	8888657331
• Registered e-mail	xavierscollege1963@gmail.com
• Alternate e-mail	xavreports@gmail.com
• Address	Xaviernagar,
• City/Town	Mapusa
• State/UT	Goa
• Pin Code	403507
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**Goa University**
• Name of the IQAC Coordinator	**Dr. Marielou Ferrao**
• Phone No.	**9822484108**
• Alternate phone No.	**08322262356**
• Mobile	**8378011997**
• IQAC e-mail address	**xavreports@gmail.com**
• Alternate Email address	**xavierscollege1963@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://xavierscollegegoa.ac.in/wp-content/uploads/2024/02/AQAR-2022-23.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://xavierscollegegoa.ac.in/wp-content/uploads/2024/11/under-graduate-handbook-2023-24-sxc.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 4	**A**	**3.12**	**2019**	**09/08/2019**	**08/08/2024**
Cycle 3	**A**	**3.36**	**2014**	**05/05/2014**	**04/05/2019**
Cycle 2	**A**	**NA (Since we were awarded Grade A)**	**2007**	**31/03/2007**	**30/03/2012**
Cycle 1	**Four Star**	**NA (Since we were awarded 4 star)**	**1999**	**09/10/1999**	**08/10/2004**

6.Date of Establishment of IQAC	**13/08/2005**
7.Provide the list of funds by Central / State Government	

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
St. Xavier's College	DBT Star College Scheme	Directorate of Biotechnology	2023-24 (365 days)	191882
St. Xavier's College	Goenchi Asimtai Day	Department of Art and Culture Government of Goa	2023-24 (365 days)	82150
St. Xavier's College	Red Ribbon Club Activity	Goa State AIDS Control Socientty	2023-24 (365 days)	9000
St. Xavier's College	Minor Research Project	Directorate of Science and Technology	2023-24 (365 days)	6000
St. Xavier's College	Minor Research Project	Goa State Research Foundation	2023-24 (365 days)	72500

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	1	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
• If yes, mention the amount	

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

1 Faculty Development Programme on Outcome Based Education (OBE) for Teaching Faculty on 12th April 2024
1 Faculty Development Programme for Teaching and Administrative Staff on 2nd March 2024 (Group dynamics)
CAS Promotion of faculties
Participation in NIRF and India Today Rankings
First Year Orientation Programme and Third Year Project Orientation Programme.
Flow chart was prepared of the positions and duties assigned of Teaching and Administrative Staff

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

Plan of Action	Achievements/Outcomes
Participation in NIRF	Participated
Participation in India Today Rankings	Participated
CAS Promotion of faculties	19 teachers promoted
Preparation of Institutional Development Plan	Formulated

13.Whether the AQAR was placed before statutory body?	Yes
• Name of the statutory body	

Name	Date of meeting(s)
Local Managing Committee	06/04/2024

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2023	21/04/2023

15.Multidisciplinary / interdisciplinary

The VISION Statement of the college: "Formation for Transformation" The MISSION Statement of the college: "To provide balanced all round education to young men and women to be disciplined citizens, who will display a high intellectual caliber together with emotional balance and social commitment and particularly, at helping Catholic youth to be committed followers of Christ." Goals: 1. To attain academic excellence in higher education 2. To equip students with employability and sustainability 3. To strengthen students with life coping skills. 4. To uphold human dignity. 5. To build a tolerant society. Objectives: 1. To provide holistic education to students. 2. To liberate them from social conditioning such as ignorance, poverty, exploitation, caste, class and gender bias. 3. To sustain, promote and enhance the quality of higher education. 4. To inculcate in them social, moral and spiritual values. 5. To mentor them to develop a healthy self esteem, intellectual competence, social commitment and compassion towards others. 6. To empower them to discern and make the right decisions. 7. To uphold the Constitution of India, the belief in social justice, gender equality and the dignity of human labour 8. To make them conscious of their rights, responsibilities and duties, and to inculcate a sense of discipline 9. To promote the sanctity of the family – the basic unit of society. 10. To motivate them towards nation building, so as to evolve a new society – the India of their dreams. 11. To enable them to face the challenges of globalization. 12. To provide an education which nurtures an encounter with God, including an appreciation of, and respect for other faiths. 13. To promote a tolerant and an inclusive attitude among the student community. The CORE VALUES are: 1. Believing in God 2. Upholding Human Dignity 3. Inculcating a Sense of Patriotism 4. Fostering Global Competencies 5. Promoting Ethical Values 6. Achieving Excellence in Education The institutional plan for offering a multidisciplinary flexible curriculum that enables multiple entry and exits at the end of 1st year year students will be awarded the Certificate course, at the end of the 2nd year students will be awarded the diploma course and at the completion of the 3rd years of undergraduate education student obtains the bachelor degree. If we have the 4th year of undergraduate education, it can be considered as the research course which will enable students to complete the master's degree within a year.

16. Academic bank of credits (ABC):

Academic bank of credits was implemented in the academic year 2023-24. Students can now download their mark sheets and access their credits on the portal. Academic bank of credits (ABC) will permit learners to avail of the benefit of multiple entries and exits during the chosen programme. At the end of the 1st year, students will be awarded a Certificate. At the end of the 2nd year students will be awarded a Diploma and at the completion of the 3 years of undergraduate education, students will obtain a Bachelor's Degree. The 4th year of undergraduate education, can be considered as the Research course which will enable students to obtain a Master's Degree within a year. The faculties are encouraged to design their own curricular and pedagogical approaches within the approved framework, including the selection of textbooks, reading material, assignments, assessment plans etc, in consultation with their respective Boards of Study. The Programme is based on a system of time-integrated Units called Credits, under the CBCS. The Programme comprises of Courses such as Core, Elective and Ability Enhancement Courses. A Credit shall consist of 15 clock hours of theory of 1 hour duration each or 15 practical classes of 2 hours duration each, per semester or its equivalent. Field work and such other activities as recommended by the Board of Study (BoS) shall be considered under practical category for calculating credits and workload. One Credit shall carry a maximum of 25 marks. A student shall be eligible for the award of Bachelor's Degree on successful completion of minimum of 132 Credits, to be completed over a minimum of six Semesters. A student shall be eligible for the award of Bachelor's Degree (Honours) on successful completion of minimum of 148 Credits, to be completed over a minimum of six Semesters.

17. Skill development:

As per NEP (New Education Policy) students of all streams take Multidisciplinary courses (MC) these allow for flexibility and inter-disciplinary learning wherein they can explore multiple discipline and subjects. Multidisciplinary courses (MC) promote the integration of humanities, social sciences and natural sciences leading to more well rounded education. By incorporating Certificate Courses, Add-on Courses and encouraging internships, students have developed skills that are valuable in the job market. SWAYAM portal courses/ MOOCS Courses it is aimed to get students register on the SWAYAM platform so that they can avail of free and quality courses across disciplines in multiple languages so that they can access course material, interact with instructors, engage with peers at their own pace anytime from any location. Certification will be earned upon completetion of the courses which will be useful for their academic

and professional purposes. As per the CBCS regulations the student selects one AECC (Ability Enhancement Compulsory Course) paper during the first year where the student gets proficiency in the language they have selected. In the second year the student has to select compulsorily an SEC (Skill Enhancement Course) which is designed primarily to equip the student with the required skill-set for the respective subject. The institution provides value-based education to inculcate positivity in the learner, including the development of humanistic, ethical, Constitutional, and universal values of truth (satya), righteous conduct (dharma), peace (shanti), love (prem), nonviolence (ahimsa), scientific temper, patriotic values, and essential life-skills. On every Tuesday, college conducts Value Education class for Commerce and BCA streams at 8.30am, for Arts stream at 9.30am and the Science stream at 10.45am respectively. The Mentor Mentee sessions for all the students is conducted on Tuesdays during value education classes. At our college, value education classes, morning prayer, counselling and mentoring facilities are held regularly.

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

The faculty members contributed to 'Digital Integrated System for Holistic Teaching and Virtual Orientations' (DISHTAVO) – an initiative of the Directorate of Higher Education, Government of Goa, in the English language. Later, the faculty members recorded their modules even in the Konkani language as part of the second phase of the programme. They have served as content conceptualizers, creators, presenters, and as co-ordinators in the Konkani and in the English programmes. The video modules created under the initiative are freely available on the DISHTAVO portal. Certain complex concepts are explained in the local language (Konkani) during classes. As per the new rules and regulations of the appointment of Assistant Professors, interviews include a component in Konkani and candidates are expected to respond in Konkani. The subject experts will conduct the interview in both, English and Konkani. Hindi, Marathi, and Konkani are the degree courses taught in Indian languages and bilingually in the institution. During events and annual day programmes, the institution promotes ancient Indian knowledge, Arts and Culture and Traditions through theatre, music and dance.

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

The Faculty Development Program Organized by the IQAC, for the academic year 2023-24 was held on 12th April, 2024 at St. Xavier's College, Mapusa, based on the topic: 'Outcome Based Education and

Academic Excellence," The Teaching faculty was oriented on the student centered approach to education which focuses on measuring student learning outcomes to lead to improved student learning increased accountabilty and enhanced employability. After understanding Bloom's Taxonomy for Assessment Design, as the classification of different objectives and skills that educators set for their students and how this can be employed in question papers, and in the process of evaluation.,the faculty understood how to generate Programme Outcomes The faculty had a hands-on session working in groups and preparing an attainment matrix using an OBE excel file provided by DHE Goa.

20.Distance education/online education:

The possibilities of offering vocational courses through Open and Distance Learning (ODL) mode in the institution are in the following areas: 1) Business and Commerce - Taxation practices, stenography, soft skills 2) Health and para-medical skills - x- ray technician, health/sanitary inspector 3) Agriculture - watershed management, vermi-composting , wine making, mushroom cultivation, herbarium, medicinal plants 4) Humanities - Entrepreneurship, classical music, journalism and Mass Communication 5) Engineering and technology - Computer Programming The College can provide the required skill development and technological tools for teaching-learning activities and also work towards the blended learning format. The institution has an excellent faculty for Commerce, with wellequipped computer laboratories with facilities for the student community to learn the latest softwares for banking, taxation required in industry , commercial and financial establishments within their period of study and be job-ready by the time they complete their course. The Science departments in the institution include, Computer Science, Electronics, Biotechnology, Microbiology, Botany and the pure sciences such as Physics, Chemistry, Mathematics, through which students can learn various skills, programming languages, technical skills, agriculture and scientific concepts via electronic and online media besides traditional face-to-face teaching. In the field of humanities, students can be equipped in the fields of Entrepreneurship, Classical Music, Journalism and Mass Communication and Media.

Extended Profile

1.Programme

1.1   **729**

Number of courses offered by the institution across all programs

during the year

File Description	Documents
Data Template	View File

2.Student

2.1   **2590**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2   **00**

Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	View File

2.3   **731**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **155**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **1**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	**729**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	[View File](#)

2.Student

2.1	**2590**
Number of students during the year	

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

2.2	**00**
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	[View File](#)

2.3	**731**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1	**155**
Number of full time teachers during the year	

File Description	Documents
Data Template	[View File](#)

3.2 Number of sanctioned posts during the year	1

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	68
4.2 Total expenditure excluding salary during the year (INR in lakhs)	61.97 lakhs
4.3 Total number of computers on campus for academic purposes	461

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Effective curriculum delivery was ensured through a systematic planning and documentation process. Respective Board of Studies (BoS), Goa University approved the syllabi which are then systematically delivered. Classes were regularly engaged as per the time-table formulated by the time-table committee. The class schedule was officially displayed online on the college website and on the college notice boards for the information of students and faculty. Regular departmental meetings were conducted by the Heads of Department (HoDs) in order to plan activities and their implementation. A 'Teaching Plan' was submitted by every faculty at the commencement of the semester. The same was duly executed and at the end of the semester it was supplemented with the 'Syllabus Completion Report'. The academic activities of the institution were listed, month-wise, in the College Handbook and an e-copy was made available on the college website. The effectiveness of the academic instruction was assessed through parent and student feedback. All classes were held in the offline

mode.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Having adopted the Choice Based Credit System(CBCS) at the undergraduate level since the academic year 2018-2019, the college fulfills the requirements as mentioned in the academic calendar including for the conduct of Continuous Internal Evaluation (CIE). All the examination related activities are conducted through the Examination Centre whose activities are overseen by the duly constituted Examination Committee. The examination schedule was communicated to students and faculty through the College Handbook and official notices in online and offline mode. The Intra Semester Assessment (ISA) monitoring committee planned the conduct of ISAs and ensured that the faculty administered the prescribed minimum number of ISAs to every student. The institution has continued with the facility to obtain one's results in both soft and hard copy forms. The examinations were conducted and results were declared in strict adherence to the instructions and directives issued by Goa University.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation	**A. All of the above**

process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

9

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

3

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

113

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

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

Various departments of the institution organized impactful programs focusing on professional ethics, human values, and environmental sustainability. Other departments highlighted the importance of gender equity and human values through discussions and seminars.

The institution emphasizes community engagement and social responsibility. An initiative titled "Nutrition to the Needy" aimed at inculcating empathy and compassion among students. Environmental waste management were organized to address pressing societal issues. These events served as platforms to cultivate respect for diversity, professional ethics, and sustainability practices among participants.

Although several departments reported "Nil" or "No" in experiential learning, the programs conducted align with the broader objectives of developing a value-oriented education system. Additional initiatives under the DBT Star College Scheme, like composting projects and green initiatives, strengthened students' understanding of sustainable practices.

By conducting interdisciplinary workshops and awareness sessions, the institution strives to foster holistic growth among students. These programs empower students with a sense of responsibility towards society, preparing them to contribute meaningfully to both their professions and communities.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

1

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

65

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution	**C. Any 2 of the above**

from the following stakeholders Students Teachers Employers Alumni	

File Description	Documents
URL for stakeholder feedback report	https://xavierscollegegoa.ac.in/feedback-2023-24/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://xavierscollegegoa.ac.in/feedback-2023-24/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

2590

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

548

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

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

St. Xavier's College recognizes the diverse learning needs of students. The mentor-mentee system plays a vital role in addressing the diverse needs of students. This system allows mentors to understand the individual challenges, strengths, and aspirations of each student. Regular interactions create a safe space for students to share their academic and personal concerns. For slow learners, the institution adopts a supportive approach by simplifying topics and ensuring clarity in concepts. Classes are conducted to provide focused attention and reinforce learning. The implementation of a buddy system in some departments further enhances this support, as peers assist in explaining concepts and encouraging collaborative learning.

Teachers provided personalized support to promote more effective grasp of subjects. Supplementary materials, digital resources were made available to aid in the learning process. Advanced learners were encouraged to explore higher-order cognitive through debates, brainstorming sessions, and supplementary readings. Preparatory classes for Goa Public State Commission Examinations, or Master's level or bachelor's in education programmes were conducted. The faculty extended their mentorship beyond traditional classrooms, through WhatsApp to provide continuous support and guidance. St. Xavier's College demonstrates its dedication to inclusivity and academic excellence, ensuring that every student receives the necessary support to succeed academically.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
2590	**155**

File Description	Documents
Any additional information	**No File Uploaded**

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

The faculty actively uses participative learning, experiential learning, problem-solving techniques, and role-playing activities into teaching practices, to enhance the learning environment. Real-life examples are incorporated into classrooms to encourage students to apply their knowledge to practical situations. For courses with practical components, efforts are made for conceptual understanding. The use of smart boards in classrooms facilitates the learning experience, with interactive sessions and multimedia presentations. The faculty uses digital tools and resources to maintain instructional quality. Discussions, animations, videos, quizzes, case studies, and student presentations are utilized, ensuring engagement and active learning.

The college organizes study tours, field trips, internships, and industrial visits to provide hands-on learning experiences and expose students to real-world contexts. Seminars, symposia, and guest lectures offered insights from industry experts and scholars. Students are encouraged to view the video modules on DISHTAVO portal. It thus provides supplementary course content accessible to both faculty and students. By embracing a diverse range of teaching strategies and trying to use technology, the college showed its dedication to quality education and holistic development of students. Feedback gathered from students plays a crucial role in enhancing the quality of education and ensuring that teaching methods are aligned with their needs.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The College uses ICT enabled with projectors in all their classrooms. Classrooms are WIFI-enabled. Power Point presentations are screened on the projectors to enhance the learning process among students. YouTube videos are shared to students to enable a visual experience. WhatsApp groups serve as a medium of communication in all class groups. Smart Boards or digital/interactive white boards to engage the attention of students and learn in a collaborative manner. They also allow to access to online resources, PDFS and research articles. Webinars and lectures are also conducted online and hybrid modes to engage students and faculty. Many research journals and e- journals are made available to faculty and students. Google spreadsheets are used to collate, organise and analyze different data related to the Institution. Interactive screens are used in some departments like Mathematics where inbuilt measuring tools are used to draw shapes and angles with accuracy. Microsoft Teams portal of the college is also active. Additionally, LAN connections were made available in four buildings of the Institution.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

122

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<u>View File</u>
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	<u>View File</u>

2.4 - Teacher Profile and Quality

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

155

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

49

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

1986

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The Choice Based Credit System (CBCS) by Goa University since 2017-2018 represents a significant shift in the higher education. This system has been followed until May 2023.

Each course is structured with a Semester End Examination (SEE), 80% weightage and Intra-semester Assessments (ISA), 20% weightage. ISAs are conducted twice within each semester, and it is mandatory for every student to participate in two ISAs per course; failure to comply results in debarment from the SEE. For students encountering genuine impediments hindering their participation in the requisite number of ISAs, the Institution facilitates a third and, under exceptional circumstances, a fourth ISA.

A dedicated Examination Centre, equipped with facilities for secure storage, computing, photocopying, and printing, the Centre ensures the efficient management of examination processes. Examination schedules are disseminated to pertinent stakeholders. The Departments conduct practical examinations for First and Second-Year levels, while the Examination Centre synchronize timetables. This measure ensures efficiency in the system. Recognizing the paramountcy of maintaining accurate records, student marks and results are meticulously backed up in both digital and hard copy formats. The Examination Centre serves as the central repository for these backup copies, ensuring data integrity and accessibility.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

St. Xavier's College adheres to the established norms concerning grievance redressal. It addresses written complaints from students if: (i) The complaint must be lodged within 15 days following the declaration of results by the student. (ii) The matter is referred to the Committee by the Principal. Later, the Committee initiates proceedings by inviting a response to the allegations made by the student from the concerned party.

Following the review, the Committee formulates and communicates its recommendations in writing to the principal. The Principal apprises the student of the Committee's findings and proceeds to undertake suitable measures, which may include the reassessment of the pertinent answer book.

The Unfair Means Inquiry Committee (CUMIC), of senior faculty members investigates malpractices of examinations. Upon inquiry, the CUMIC issues a 'Show Cause Notice' to the concerned student. The complainant is allowed a defense. The student then appears before the Committee to address the charges of unfair means. After careful deliberation, if the Committee concludes that the student is guilty, it recommends an appropriate penalty in line with the provisions outlined in OA-5.14.19. The Principal can either accept and enforce the recommended penalty or, use discretion to mitigate the severity the penalty.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

The Course Outcomes (COs), Programme Specific Outcomes (PSOs), and Programme Outcomes (POs) of St. Xavier's College reflect a commitment to the clarity and alignment in the educational process under the NEP This ensures that both teachers and students are clear about the goals and expectations of the program.

St. Xavier's College, affiliated with Goa University, follows its guidelines. Under the National Education Policy (NEP), Course Outcomes (COs) are developed by faculty members (of the BOS) to clearly define the expected learning outcomes for each course. The NEP encourages a student-centric approach, where the COs guide the design of curriculum, teaching methods, and assessments, fostering an environment where students are better equipped to achieve the intended learning goals.Every department is encouraged to design their Programme Specific Outcomes (PSOs), that align with the broader goals of the NEP for higher education, emphasizing the need for a holistic, interdisciplinary, and skill-oriented approach. PSOs serve as benchmarks for assessing student

performance and program effectiveness. They provide criteria to evaluate student achievements. St. Xavier's College communicates the Course Outcomes (COs) and Programme Specific Outcomes (PSOs) through the college website to ensure transparency and accessibility in higher education.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all Programmes (exemplars from Glossary)	[View File](#)

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The institution has taken proactive steps to ensure clarity and transparency in its educational framework. By meticulously defining Course Outcomes (COs), Programme Specific Outcomes (PSOs), and Programme Outcomes (POs), faculty members provide students with precise insights into what they can expect to learn and achieve throughout their academic journey.

This comprehensive approach not only aids students in understanding their learning objectives but also enables the educators to organize and deliver course content with efficiency and effectiveness. Moreover, COs serve as invaluable tools for setting benchmarks, empowering students to strive for excellence while clearly articulating the standards they should aim to achieve.COs clearly outline what students should know, understand, and be able to do by the end of a course. This clarity helps students understand what is expected of them and enables them to focus their efforts accordingly.

Program Specific Outcomes helps students not only gain the knowledge and skills needed for success in their chosen field but also develop the attributes necessary for personal fulfillment, civic engagement, and professional excellence.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

731

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://xavierscollegegoa.ac.in/wp-content/uploads/2024/12/2.7.1-Student-Satisfaction-SurveySSS-on-Overall-Institutional-Performance-for-the-Academic-Year-2023-24_.pdf

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 year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

127.65

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

5

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

127.65

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	View File
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

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

1. The college successfully conducted two skill-enhancing workshops to bridge academia and industry. The Chemistry Workshop provided a three-day, hands-on training on sophisticated analytical instruments like NMR, mass spectrometers, and chromatography equipment, equipping students with essential lab skills for careers in research and industry.

2. The Commerce Workshop: "Let's Ignite the Entrepreneur in You 2.0" focused on fostering entrepreneurial skills. Through sessions on ideation, business planning, and financial literacy, students learned to develop, pitch, and manage business ideas. Both workshops were designed to deepen practical knowledge, enhance

employability, and inspire confidence among students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

2

File Description	Documents
Report of the event	[View File](#)
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

2

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	[View File](#)

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

1

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

2

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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 year

The NSS (National Service Scheme) and NCC (National Cadet Corps) units at the college are dedicated to community service, fostering social responsibility and patriotism among students. Partnering with local authorities, government bodies, and NGOs, they address key issues in health, environment, youth empowerment, and civic awareness. Their initiatives provide students with experiential learning, nurturing empathy, discipline, and leadership.

Highlighted activities include:

Tree Plantation: In collaboration with Sangolda Panchayat, the NSS planted 75 saplings under "Meri Mati Mera Desh." Blood Donation Drives: Organized with GMC Blood Bank, encouraging life-saving contributions. Millet Awareness: NSS volunteers performed a street play at Duler's Bhagayatdar store to promote millet consumption. Orphanage Visit: NSS visited Mama Margaret Boys Bal Sadhan on Independence Day to support the children. Beach Cleanups: NCC Boys

cleaned Miramar Beach for an international coastal event, while NCC Girls cleaned Calangute Beach under Puneet Sagar Abhiyan. Anti-Tobacco Awareness: NSS conducted a street play on anti-tobacco awareness. Youth and Civic Engagement: NSS led activities during National Youth Week, Purple Fest, and civic issue surveys.

These efforts reflect the college's commitment to fostering proactive, socially conscious citizens.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

4

File Description	Documents
Any additional information	[View File](#)
Number of awards for extension activities in last 5 year (Data Template)	[View File](#)
e-copy of the award letters	[View File](#)

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 organized in collaboration with industry, community and NGOs) during the year

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., during the year

14

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

14

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

169

File Description	Documents
e-copies of related Document	View File
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

28

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The College has 68 well equipped classrooms and 14 laboratories, dedicated offices for the N. S. S., N. C. C. (Boys & Girls) Units, IQAC, Placement and Counseling Cells respectively, to meet its student needs. Its functions are conducted in a seminar hall seating 300, a Recreational Hall seating 200, the St. Xavier's Ark, seating 1500 persons, an outdoor stage seating 1000 adjoining the Mariano Saldanha Lawns, a Conference and a Committee Room respectively. The institution has a Media Centre and Studio with excellent facilities and an Instrumentation Centre with an X-Ray Diffractometer while the Science and Computer courses have well equipped laboratories to conduct practicals prescribed by University. Block 'G', caters to the Post Graduate courses, the Biotechnology Department and possesses a Research Laboratory and Research Scholars' room. All the classrooms, laboratories and the Seminar Hall have LCD projectors, ten classrooms have Smart Boards equipped with Wi-Fi connectivity freely available to faculty and students via three broadband connections, one of which is exclusively for the self-financed courses. The Institution subscribes to MSDN and has sufficient computer systems with its standalone systems powered by the latest operating systems and networked computers using Windows Server 2008.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

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

To impart holistic education including sports, to its students, St. Xavier's College has the requisite infrastructural facilities a) 180 square meter gymkhana well equipped with a sports office, changing rooms, washrooms, sports equipment and kits b) gymnasium cum fitness centre with a treadmill and weight training equipment c) 80 square meter indoor stadium with facilities for badminton, chess, indoor basketball, chess, carrom and tennikoit, judo, krav maga, boxing and sepaktakro d) Grounds for football, handball, volleyball, basketball and an athletic track measuring 3,500 square meters in total. All sports activities are overseen by the Principal (ex- officio chairperson) and organized the Director of Sports Education along with representatives of the Faculty and students. The Institutions also permits the use of the grounds for morning & evening walks by members of the public, allows neighboring schools and local communities to use the grounds for sports and games, tournaments and other sport related activities.

Its myriad cultural activities are conducted in halls and areas of different dimensions with seating capacity ranging from 20 to 1500 viz. a seminar hall admeasuring 350 square meters, Recreational Hall admeasuring 301 square meters, St. Xavier's Ark admeasuring 820 square meters, outdoor stage admeasuring 450 square meters, Conference and Committee Room respectively. These venues are used by the departments, clubs and associations as per their requirements.

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

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

68

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

61.97

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

Library is automated using Integrated Library Management Software.

Name: KOHA LMS

Nature: Complete Automation

Version (21.11.01.000)

From August, 2022

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

8.52

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

80

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

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

With respect to IT infrastructure, the institution upgrades and maintains its IT Infrastructure on a regular basis. The institution has a total of 32 Wi-Fi access points which ensure a substantial and strong network coverage across the campus. This effort allows for ease of connectivity and access to online content, both of which aid in the conduct of any interactive and IT enabled class. Network swtiches and access points have been replaced. Twenty two new interactive panels have been added to the already existing twelve A total of thirty four interactive panels have been placed in Commerce, science, Arts and PG Block classrooms, making use of this strong network coverage. To further aid the smooth conduct of IT enabled and interactive classes, Local Area Network (LAN) connectivity has been provided in most classrooms. Five Computers in the Computer Science Lab and Fourteen in the BCA Lab has been upgraded.

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

4.3.2 - Number of Computers

461

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	<u>View File</u>

4.4 - Maintenance of Campus Infrastructure

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

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

153.49

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	<u>View File</u>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<u>View File</u>

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

As befitting of an institution of reputed standing, its infrastructure and equipment are regularly maintained through a well designed and established procedure. Each department of the college periodically performs an inventory of its equipment and consumables which facilitates the process of repair, maintenance or replacement as and when required. For the procurement of any equipment requiring a substantial investment, the department, through the office of the Principal, sources and invites quotations from a minimum of three potential suppliers. These quotations are then carefully scrutinized by a duly constituted Scrutiny Committee following which the order is placed with the most suitable supplier.

Further, as part of its standard operating procedure, dedicated registers are maintained at the college office for the registration of requests and complaints regarding repairs and

maintenance of equipment. These registers are monitored daily and the requests are complied with at the earliest.

Regular maintenance of the assets and infrastructure of the institution are carried out under the aegis of the Administrator of the Diocesan Assets. Annual maintenance Contracts have been instituted with various providers for the service and maintenance of equipment and software such as photocopiers, fire extinguishers, power generator, Microsoft Volume licensing, Firewall, Internet facilities etc.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

72

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	[View File]()
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File]()

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

72

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**A. All of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1069

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1069

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

10

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

335

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

5

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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 year

5.3.1.1 - 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 year.

33

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The institution fosters active student participation in a wide array of co-curricular and extra-curricular activities through the establishment of a well-structured Students' Council. This body serves as a platform for students to engage in a collaborative partnership with the management, faculty, and peers. Operating under the supervision of the Principal, Vice Principals, faculty representatives, the Cultural Coordinator, and designated Co-coordinators, the Students' Council plays a pivotal role in shaping student life on campus.

The Council conducts regular meetings, offering students a structured avenue to voice their concerns, deliberate on issues, and initiate programs that benefit both the institution and the broader community. It is dedicated to providing opportunities for students to demonstrate their talents, skills, and creativity across various domains. The Students' Council also takes on significant responsibilities, including planning, event organization, resource management, ensuring accountability, and upholding discipline.

The institution allocates funds to support the activities of the Council, while additional financial resources are sought through sponsorships when required. Beyond their involvement in the Council, students are also appointed to several key advisory committees, ensuring their active role in shaping various aspects of institutional life. These committees include:

  1. Red Ribbon Club Advisory Committee (RRC)
  2. NSS Advisory Committee
  3. Sports Committee

4. College Students' Grievance Redressal Committee (CSGRC)

Through these platforms, the institution provides a comprehensive framework for student representation, ensuring their voices are heard and their contributions are valued.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

14

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	<u>View File</u>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<u>View File</u>

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

The St. Xavier's College Alumni Association is a registered entity under the Societies Act, 1860. It plays a pivotal role in the ongoing development of the institution, with its activities coordinated through an Executive Committee consisting of thirteen members, led by the Principal. The committee meets regularly to strategize and implement various initiatives aimed at benefiting current students and supporting the overall growth of the college.

The financial contributions raised through alumni membership fees,

along with generous donations from past graduates, have significantly supported the institution in several areas. These funds have been utilized for infrastructure development and academic advancements, reinforcing the institution's commitment to excellence.

Leveraging the experience and expertise of alumni, the association organizes Career Guidance sessions for both undergraduate and postgraduate students. These sessions provide valuable insights to help students make informed decisions about their career paths. Additionally, they focus on practical strategies to enhance students' employability, empowering them with the knowledge needed to succeed in their professional lives.

Furthermore, the Alumni Association consistently supports students from economically disadvantaged backgrounds by contributing towards their fee payments, ensuring that financial constraints do not hinder their educational pursuits. Through these efforts, the Alumni Association continues to make a substantial impact on both the academic and social welfare of the institution's student community.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs) | E. <1Lakhs |

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The governance of St. Xavier's College is aligned with its institutional vision and mission, ensuring a strategic approach to educational excellence. The College's Vision, encapsulated in the statement "Formation for Transformation," emphasizes holistic

development, while its Mission aims "To provide balanced, all-round education to young men and women, fostering disciplined citizens who demonstrate high intellectual capability, emotional resilience, and a commitment to social responsibility." The Mission places special emphasis on nurturing Catholic youth to be dedicated followers of Christ.

In alignment with this overarching Vision and Mission, each academic department has established its own vision and mission statements, reflecting a shared commitment to the institution's core values. The College's steadfast pursuit of excellence is demonstrated through its structured efforts to bring the Vision and Mission to life. Initiatives such as Value Education classes and Mentor-Mentee interaction sessions address pertinent cultural, social, and moral topics, reinforcing the institution's commitment to shaping responsible and well-rounded individuals.

This comprehensive and unified approach ensures that the institution's governance remains true to its foundational principles, continuously striving for transformation through education.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Effective leadership at St. Xavier's College is demonstrated through system of decentralization and participative management. The overarching governance is provided by the Governing Body of the Diocesan Society of Education, which grants operational and academic autonomy to the Local Managing Committee, Principal, and Vice Principals to develop and implement strategies for the College's efficient functioning.

Policies and regulations related to admissions, timetables, attendance, examinations, discipline, training, library services, counselling, and grievance redressal are designed and managed at the institutional level. The Heads of Departments are entrusted with managing the day-to-day operations of their respective departments, including overseeing academic workload, coordinating

examinations, organizing study tours, and arranging on-job training. Regular meetings with faculty and non-teaching staff foster a collaborative environment, ensuring that their inputs are considered in decisions related to academic, non-academic, and administrative matters.

The Internal Quality Assurance Cell (IQAC) plays a pivotal role in monitoring the overall functioning of the institution. The Parent-Teacher Association actively contributes to the College's activities and infrastructure development.

Students are also integral to this participative management model. Leadership skills are nurtured through their involvement in the Students' Council and other co-curricular activities. Students are encouraged to pursue research projects.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

St. Xavier's College's strategic plan is efficiently deployed through the optimal utilization of its extensive infrastructure and resources.

The institution's layout is systematically organized across five distinct blocks:

- Block A: The Administrative Block
- Block B: The Commerce Block
- Block C: The Science Block
- Block D: The Arts and Management Block, which also houses the College Library
- Block E: The Postgraduate Block, featuring specialized departments and facilities for advanced studies

Block E is a dedicated space for postgraduate education. It includes the Biotechnology Department, the Postgraduate Department of Chemistry, an elevator, washrooms, and a lounge area. The first floor has the Postgraduate Department of Commerce, while the second floor hosts the Abbe-Faria Postgraduate Department of

Psychology. Each department is equipped with designated laboratories, classrooms, staff rooms, store rooms, and computer laboratories.

The College campus features an Instrumentation Centre, multiple halls for cultural activities, and 16 well-equipped laboratories. There are spacious staff rooms, dedicated counselling rooms, a first aid room, and 67 classrooms. There are dedicated offices for the NSS Unit, NCC (Boys), NCC (Girls), the Internal Quality Assurance Cell (IQAC), the Placement Cell, and the Counselling Cell, and common rooms for boys and girls.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

St. Xavier's College is governed by a robust administrative structure established by the Archdiocese of Goa and Daman and managed by the Diocesan Society of Education (DSE), a registered society that oversees the institution's operations. The DSE is led by the Archbishop-Patriarch, who serves as the Patron of the College, along with a President, Secretary, and Governing Body. The executive authority of the DSE is vested in its Secretary.

The Principal serves as the chief academic and administrative officer, overseeing the planning and execution of all academic programs. Supported by two Vice-Principals, the Principal works in close collaboration with the Heads of Departments, who are responsible for managing their respective units in line with the institution's goals. Faculty members are actively involved in the formulation and implementation of academic plans.

The administrative setup is well-defined, with clear roles and responsibilities for both teaching and non-teaching staff. The non-teaching staff includes administrative personnel, library staff, examination staff, systems administrators, laboratory assistants, and housekeeping staff, all of whom contribute to the smooth functioning of the College.

The Internal Quality Assurance Cell (IQAC) mentors various academic and co-curricular units, including departments, clubs, cells, and associations, promoting a culture of continuous improvement and excellence.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://xavierscollegegoa.ac.in/organizational-chart/
Upload any additional information	**No File Uploaded**

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

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

1. A spacious Canteen with adequate indoor and outdoor seating arrangements.

2. Spacious and well-furnished staff-rooms.

3. A First-aid room.

4. Counselling facilities.

5. Washrooms for the exclusive use of the faculty in each Block.

6. Free Wi-Fi connectivity across campus.

7. Encouragement for pursuit of research.

8. Encouragement and financial support for attending Conferences and Workshops.

9. Encouragement for participation in Short Term Courses, Faculty Development Programmes, Refresher Courses, Orientation Programmes etc.

10. Enhancement of knowledge and skill through annual Faculty Enrichment Programme.

11. Annual Staff Picnics.

12. Provision of Elevators in the College buildings.

13. Reunion of Staff of St. Xavier's College and St. Xavier's Higher Secondary School.

14. Medical Camps.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

31

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

32

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

St. Xavier's College, Mapusa, Goa,emphasizes that quality teaching is imperative for improving student outcomes and achievements.

TheANNUAL PERFORMANCE ASSESSMENT REPORT (APAR) is well-designed for both teaching and non-teaching staff by the Diocesan Society of Education (DSE)

The APAR system is aligned with the requirements set by the regulatory bodies like UGC.

It reflects the annualperformanceof theemployeeson the basis of theiracademic, research and other extra- curricular activities. The appraisal is used for career advancement and other personnel decisions.

Student feedback is taken at the end of the academic year. The feedback is shared with the teachers.

For the non-teaching staff, the DSE, has designed theANNUAL PERFORMANCE ASSESSMENT REPORT (APAR) as follows,

i) Librarian/ Laboratory Assisttant

ii) Head clerk/ Upper Division Clerk/ Lower Division Clerk

iii) Multi-Tasking Staff.

The appraisal report is based on the annual performance of the employee, evaluated on the basis of their work.

In summary, St. Xavier's College, has a robust Performance Appraisal System that evaluates both teaching and non-teaching staff based on their annual performance, student feedback, and other criteria, in order to ensure high-quality education and institutional effectiveness.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college typically conducts two types of audits: annual internal audits and external audits.

Internal Audits: Internal audits are usually conducted at the end of the financial year where the account statement is prepared by the accountants. This process involves a thorough review of all financial transactions, ledgers, and records, which include income from fees, grants, donations, and expenditures. The internal audit team ensures that all financial practices are in line with the college's policies and government regulations. A Chartered Accountant (CA) verifies the accounts.

External Audits: External audits, conducted by government bodies like Higher education department or university, take place once every few years. These audits verify whether the college's financial records and operations comply with statutory regulations. Government auditors scrutinize payrolls, scholarships, and utilization of government funds.

Settling Audit Objections: When auditors raise objections or discrepancies during either internal or external audits, the college must respond with clarification or rectification. A common mechanism for settling audit objections includes:

1. Detailed Explanation: Providing a written response with explanations and evidence supporting the entries or decisions made.
2. Rectification: If the objection is found valid, the

financial records are corrected, and necessary steps are taken to prevent future occurrences.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

3.54

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

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The day-to-day expenses and upkeep of the Institution's infrastructure are funded through its operating budget. Continuous efforts are made to raise additional funds for infrastructure development and other activities.

The various avenues explored for financial resource mobilization include:

1. **The St. Xavier's College Parents-Teachers Association (PTA) and Alumni Association, which assist and contribute to organizing activities.**
2. **Seeking sponsorships and Corporate Social Responsibility (CSR) support from businesses.**
3. **Income from student fees and Value-Added Courses, which is utilized for purposes like infrastructure development.**
4. **Receiving sponsorships and donations from various sources to support student events and activities.**

The Institution actively mobilizes financial resources from diverse sources and uses them efficiently, responsibly, and with transparency.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

Feedback- Reports, and all other additional documents like brochures, pamphlets, registration sheets, etc. are maintained in e-format.

One point data collection- All reportsare submitted at a single collection point, the Professional Assistant in IQAC, who updates the College website.

Infrastructure Development- Ramps and Elevators make the buildings accessible for differently abled students. A toilet block was commissioned. The dual facial recognition and finger print impression biometric system has continued. Water filters have been installed in all buildings. Smartboards, with internet connectivity, are present in more than 50% of the classrooms.

Automation of Examination and Office-related activities: This aids conduct of examination-related activities, declaration of results, printing of mark-sheets, recording/analysis of students' attendance at lectures and ISAs, admissions, generation of admission forms, ID cards and printing of fee receipts. The DHE initiated IAIMS portal has also been there for records of attendance, lesson plans, etc. The systems administrator looks after the student enrolment & attendance. A centralised examination system for ISA (test Mode) is followed.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC reviews the teaching learning process, examines the structure and methodologies of operations and learning outcomes at periodic intervals.

34 Smart boards were commissioned.

The College Library has online and e-subscriptions, like Pearsons e-books, alongwith physical copies of books. Sessions on plagiarism, e-content management, etc.were conducted for the faculty and students.

IQAC conducted several talks and programmes for Personality Development. FDPs for the faculty were held on 'Group Dynamics' on 2nd March 2024, and on 'Outcome Based Education and Academic Excellence' on 12th April 2024.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	<u>View File</u>
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

St. Xavier's College strives in providing equal opportunity to male and female students without discrimination in all its UG and PG programmes. It pays attention to the admission of girl students with their all-round development. To ensure safety of its students, CCTV cameras are installed at several places within the different buildings and campus itself which ensures continuous monitoring of campus activities. While there are security personnel monitoring entry of students, staff and others, the college has made it mandatory to wear ID cards for all students as well as its employees.

Separate facilities such as common rooms, washrooms, NCC rooms and counselling exist for girl students on campus. There also existseparate girls and boys NCC units which encourage girl students to enrol. Cells and Clubs of the college have female students as student office bearers and female faculty members as their convenors which encourage the feminine students to be a part of such associations. One such association is the Child, Women & Consumer Welfare Club which organizes various activities related to gender equity. Besides education, girl students are encouraged to participate in sports and they have secured several awards for the college.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://xavierscollegegoa.ac.in/wp-content/uploads/2024/11/7.1-Specific-Facilities.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

St. Xavier's College has adequate number of dustbins placed at various positions on the campus. The waste from these bins is emptied and disposed of by the housekeeping staff in collaboration with the local Municipality. The college also has a tie-up with Centre for Development Communication (Goa Waste Management Corporation) which collects the non-recyclable wastes (plastic bags, chocolate wrappers, etc.) periodically.

Solid waste i.e. dry waste like sheets printed on single sides are re-used; old printed/written sheets are sent for incineration. Broken glass apparatus from science laboratories are separately collected and sent for recycling. The wet waste like plant materials (from Botany Dept.) and food/vegetable remnants are used to make compost. The E-waste collected is handed to concerned authorities for recycling and segregation. The E-waste drive took place on 22nd March 2024.

Liquid wastes like acids and bases are neutralized and then

discarded. Sometimes acid/base solutions of higher concentrations are diluted to lower concentrations and used as shelf reagents. Liquid broths with and without cultures are decontaminated and then discarded (valid also for culture, agar). Department like Chemistry has two well-equipped fume hoods for safe disposal of harmful gaseous products generated from certain experiments/chemicals.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus | **D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

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

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

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	[View File]()
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	[View File]()

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	View File

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

The language departments of the college organized several events to facilitate students in getting involved in the linguistic diversity of Indian and Goan culture. For example, the Konkani Department had several workshops, seminars and guest lecture which aimed to promote Konkani literature. The English, Marathi and Hindi Departments had similar events with the latter two departments celebrating Marathi Day and Hindi Diwas respectively.

The regional and cultural diversity of the State of Goa was explored by these departments through educational tours and visits to archeological sites. The Goenchi Asmitai Cell of the college portrayed the rich cultural traditions of Goa via. Goenchi Asmitai Day celebration via. exhibition of Goan artifacts, stalls of Goan food, Goan music and dance performances etc. Separate events in the months of February and March provided the students an opportunity to explore the marriage traditions of various faiths in Goa and nutritional value of diverse Goan foods. The Economics Department through student-research presentations explored some of the socio-economic topics like the Union Budget, how the Hippo food product disappeared from Indian markets, and need for fulfilling the vision of NEP 2020.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	**No File Uploaded**

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

At the beginning of the academic year, St. Xavier's College always has an orientation programme for the newly joined First Year students wherein they are instructed about their responsibility once they arrive on college campus. Students are encouraged to join NCC and NSS programmes wherein they develop discipline, unity, community service and other values.

In addition, there were awareness programmes on the campus (street plays, election awareness talks, competitions, etc.) about the General Lok Sabha Elections that would be held in the month of May 2024 which highlighted the responsibility of every Indian citizen to vote.

The college shouldered the responsibility of ensuring well-being of the student and teaching/non-teaching community by various activities. A health camp on the campus made it possible for the teaching/non-teaching to avail its benefits. The College Counsellors took care of the mental wellbeing of the students by conducting several talks on stress management, meditations, etc.

The public were also made aware of their responsibilities through various beyond the campus activities conducted by the NSS and NCC units.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://xavierscollegegoa.ac.in/wp-content/uploads/2024/11/7.1.9-Details-of-activities_upload.pdf
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness | C. Any 2 of the above

programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

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

The institution organized several events to commemorate international, national, other socio-culturally/academically important days during the academic year 2023-24. Some of the important international days were International Day of Yoga, International Day against Drug Abuse and Illicit Trafficking, World Suicide Prevention Day, International Microorganisms Day, World Tourism Day Report, World Habitat Day, International Girl Child Day and commemoration of International Year of Millets 2023. The national days celebrated are Independence Day, Constitution Day, National Sports Day, National Science Day, National Youth Week, National Mathematics Day and Republic Day.

The institute being in the State of Goa commemorated Goa Liberation Day, Konkani Raxtramanyatai Dis, Goenchi Asmitai Day. The language departments celebrated Premchand and Tulsi Diwas, Hindi Diwas, Marathi Day which included various activities and competitions.

At the college level, the events held were Inaugural of New Academic Year 2023 – 2024, Cultural Inaugural Programme, Social's 23, Feast of St. Francis Xavier, Feast of St. Joseph Vaz, NSS inaugural and closing ceremonies, and TY farewell.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

St. Xavier's College excels in two signature programs: Mentor-Mentee and Value Education. The Mentor-Mentee Programme pairs students with teaching faculty mentors, who guide them through regular sessions on essential life skills, such as dress code, discipline, exam preparation, and stress management. Mentors also have access to students' personal details for support.

The Value Education Programme invites external resource persons to deliver beneficial sessions, held weekly on Tuesdays for each stream. This program aims to instil value systems, complementing parental and familial roles. Both initiatives align with St. Xavier's College Vision and Mission, fostering holistic development and value-based education.

Through these programs, students benefit from personalized guidance, enhanced discipline, effective stress management, and the inculcation of moral values. By integrating mentorship and value education, St. Xavier's College nurtures well-rounded, socially conscious individuals. These programs demonstrate the institution's commitment to shaping students' academic, personal, and social growth. By adopting these best practices, St. Xavier's College reaffirms its dedication to providing a supportive and enriching educational environment.

File Description	Documents
Best practices in the Institutional website	https://xavierscollegegoa.ac.in/pdfdocs/about/Best-practices.pdf
Any other relevant information	https://xavierscollegegoa.ac.in/wp-content/uploads/2024/11/7.2.1-Any-other-relevant-information_min.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The Coat-of-Arms of St. Xavier's College eloquently encapsulates the institution's philosophy, vision, and values. The Latin motto "In virtute et scientia" (In Virtue and Knowledge) sets the tone for an educational experience that harmoniously blends intellectual pursuits with moral fortitude.

Symbolism of the Coat-of-Arms:

- Lion represents courage, instilling students with the confidence to face life's challenges
- Sailboats signify the spirit of adventure, navigating the sea of life with resilience
- Cross and Book embody the pursuit of virtue and knowledge
- Shield and Palm Leaves symbolize the triumph of good over ignorance and evil.

Holistic Education: The College provides a comprehensive education, fostering excellence in all aspects of life via.

- Offer equal opportunities without favour or discrimination in academics and Sports
- Cultivating empathy and social concern through Cells, Clubs, and Associations
- Developing essential soft skills for overall development and personality enhancement
- Maintaining a vibrant campus ambience through extracurricular initiatives.

Value Education and Mentorship: The Value Education sessions, a legacy since inception, provide age-appropriate and socially

relevant inputs. The robust mentor-mentee programme further supports students' personal and academic growth.

By embracing these values, St. Xavier's College distinguishes itself as an institution dedicated to nurturing well-rounded, socially conscious, and morally upright individuals.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1) Encourage faculty to peruse doctoral research

2) Encourage faculty to take Up Minor/Major research projects

3) Encourage faculty to publish papers in indexed and listed journals

4) Installing additional smart boards in undergraduate classrooms

5) Implementation of NEP directives particularly for SY

6) Green Audit

7) Conduct Certificate and Value Addition Courses by various departments for students