St. Xavier's College Jaipur

Affiliated to the University of Rajastham Approved under Section 2(f) and 12(B) of UGC Act, 1956
A Christian Minority Educational Institution under Section 2(g) of NCMEI Act, 2004

IQAC

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ANNUAL REPORT

Session 2022-23

St. Xavier's College Jaipur

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IQAC Annual Report 2022-23

14 June 2023

1. About the Cell:

To foster quality initiatives and to administer the progress in preparation for the NAAC accreditation Internal Quality Assurance Cell (IQAC) was formed by the college management in May 2018. It works with all the academic and administrative departments of the college for the systematic functioning, accumulation of data, report formation, and implementation of quality initiatives.

2. Member Details:

1. Fr. Dr. A. Rex Angelo SJ – Chairperson, Principal
2. Fr. Dr. Raymond Cherubin SJ – Vice Chairperson, Vice Principal
3. Fr. Dr. M. Amaldass SJ – Management Nominee/Stakeholder
4. Sr. Dr. Pearl – Educationist
5. Prof. Rashmi Jain – Educationist
6. Prof. Pankaj Nagar – Coordinator, IQAC, University of Rajasthan, Jaipur
7. Prof. Harsh Purohit – Coordinator, IQAC, Banasthali Vidyapith, Tonk
8. Mr. Ajay Kochar (Industrialist)
9. Ms. Aparna Joshi – Alumni Representative
10. Ms. Loveleen Mathur, Asst Librarian
11. Mr. Yashwardhan Singh – Coordinator IQAC, Department of Economics
12. Dr. Shikha Bakshi – Member, Department of Management
13. Dr. Nitasha Khatri – Member, Department of Commerce
14. Dr. Ranjit Kaur – Member, Department of English
15. Ms. Vaishali Singh – Member, Department of Computer Science
16. Dr. Aparna Dixit – Member, Department of Science

3. Objective:

- To Foster quality culture in the institutional functioning
- To develop standard operating procedures and policies for various units of the college
- To sustain the initiatives taken by various units of the college for the overall development of the institution
- To coordinate and work as a bridge between different units of the college
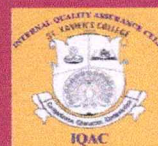
4. Details of the Activities Organized/ Work Performed:

The IQAC has been diligently progressing with its quality initiatives and preparations for NAAC accreditation, which were initiated during the academic session of 2018-19. Our objective for this year was to embark on the first cycle of accreditation by the session's end.

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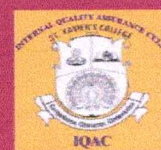
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In June 2022, the management approved the timeline for executing the tasks associated with NAAC preparation. The following initiatives were taken during the academic session 2022-23:

a. In July 2022 IQAC conducted a series of meetings with the NAAC steering committee, heads of the departments, and staff members to prepare the roadmap for the accreditation process.

b. The IQAC serves as a vital bridge between the UGC and various units within the college, facilitating the implementation of the Quality Mandate outlined by the UGC. As part of the endeavour to enhance the quality of education in Higher Education Institutions (HEIs), the UGC developed an 11-point program. Keeping this in mind, the IQAC has continued its Academic Planning efforts by systematically collecting event proposals from all college units for the 2022-23 session. These proposals were consolidated into the college's Academic Planner through extensive consultation with all departments and major units.

c. A Capacity Building Workshop on Understanding Research and Best Practices for Institutional Development was successfully conducted at the college in collaboration with Banasthali Vidyapith from 25th to 29th July 2022. The primary aim of the workshop was to provide faculty members with valuable insights into enhancing their research productivity, effectively managing human resources and developing a comprehensive understanding of best practices for the institution. Additionally, the non-teaching staff received training in soft skills, and technical skills, and gained a comprehensive understanding of best practices for the institution. Esteemed resource persons, including Prof. Harsh Purohit, Dean, Faculty of Management Studies at Banasthali Vidyapith, Dr. Prakash Chand, Head of the Indian Citation Index, Fr. Nelson D'Silva, Vice-President, JXEA, Dr. Ranjit Kaur, Assistant Professor, Department of English, St. Xavier's College, Jaipur, and Dr. Vaishali Singh, Assistant Professor, Department of Computer Science, St. Xavier's College, Jaipur, delivered valuable sessions during the workshop.

d. A Seven-day Student Induction Programme – Deeksharambh was organized by the IQAC from 13-20 Sept to orient the freshers about the college units and department activities and facilities as a part of mandatory guidelines of UGC.
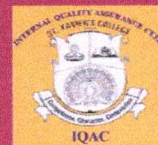
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e. To ensure thorough preparation for the first cycle of NAAC Accreditation, the IQAC scheduled an expert visit for both teaching and non-teaching staff from 28th November to 9th December. The primary objective of this visit was to assess the readiness of various units concerning all seven criteria of assessment and accreditation. During the visit, Fr. Dr. Lawrence Amalraj SJ from Loyola College, Chennai, and Sr. Dr. Candy D'Cunha, the NAAC Coordinator at Andhra Loyola Institute of Engineering and Technology, Vijayawada, served as resource persons. They conducted a comprehensive assessment of the college's preparedness for NAAC, diligently examining each criterion. Following the visit, the experts compiled a detailed report outlining their assessment findings. This report, along with additional inputs from the IQAC, was subsequently submitted to the college management for further consideration and action.

f. Feedback on teaching-learning (Annual Academic Feedback for the teaching staff) with the help of ERP for all staff was conducted in January 2023. The report on the same along with feedback results was submitted to the principal.

g. IQAC has prepared an Action Plan for the College and its various units based on the recommendations of external experts, suggestions from departments, and steering committee. The criteria-wise Action Plan keeping in mind the NAAC accreditation is submitted to the college management for necessary approval and implementation from the next session.

h. NIRF 2022 data was collected and submitted for the ranking process with the help of the university affairs cell and college office.

i. Documentation Centre collected the event information data in a structured manner throughout the year from different units of the college for session 2022-23.

j. Performance Based Appraisal System (PBAS) has been developed by IQAC based on the API format of UGC. It will be circulated amongst all teaching staff members for self-evaluation for the session 2022-23.

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Quantitative Summary Report

S.No.	Description	2022-23
1	Number of Certificate/Value Added Courses and Online Courses (MOOCs, SWAYAM, NPTEL, etc.)	34
2	Grants Received from Government and Non-Governmental Agencies for Research Projects/Endowments	Rs 72000
3	Number of Workshops/Seminars/Conferences including Programs Conducted on Research Methodology, Intellectual Property Rights (IPR), and Entrepreneurship	9
4	Number of Extension and Outreach Programs Conducted by the Institution	15
5	Number of Functional MoUs/Linkages/Collaborations with Institutions/Industries	8
6	Capacity Development and Skills Enhancement Activities Organized	21
7	Number of Awards/Medals for Outstanding Performance in Sports/Cultural Activities/Extension Activities	13
8	Faculty Development Programs (FDP), Management Development Programs (MDPs), Professional Development/Administrative Training Programs attended by teaching and non-teaching staff	59
9	Teachers Provided with Financial Support to Attend Conferences/Workshops and Towards Membership Fee of Professional Bodies	49

- Number of Certificate/Value Added Courses and Online Courses (MOOCs, SWAYAM, NPTEL, etc.): 34
- Grants Received from Government and Non-Governmental Agencies for Research Projects/Endowments: $72,000
- Number of Workshops/Seminars/Conferences including Programs Conducted on Research Methodology, Intellectual Property Rights (IPR), and Entrepreneurship: 9
- Number of Functional MoUs/Linkages/Collaborations with Institutions/Industries: 8
- Capacity Development and Skills Enhancement Activities Organized: 21

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- Number of Awards/Medals for Outstanding Performance in Sports/Cultural Activities/Extension Activities: 13
- Faculty Development Programs (FDP), Management Development Programs (MDPs), Professional Development/Administrative Training Programs attended by teaching and non-teaching staff: 59
- Teachers Provided with Financial Support to Attend Conferences/Workshops and Towards Membership Fee of Professional Bodies: 49
- Number of Research Papers Published per Teacher in Journals as Notified on UGC CARE List:
- Number of Books and Chapters in Edited Volumes/Books Published and Papers Published in National/International Conference Proceedings:
- Number of Extension and Outreach Programs Conducted by the Institution:

5. **Posters and Pictures Supporting the Activities/ Work performed:**
   a. **Capacity Building Workshop (25-29 July 2022)**

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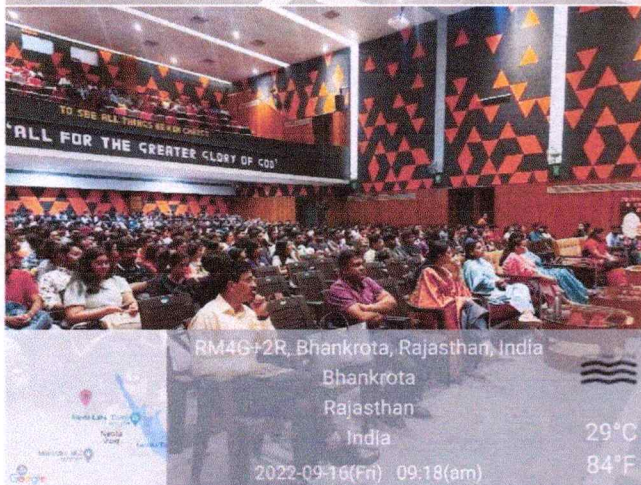
b. Deeksharambh (13-20 Sept 2022)

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c. **Expert Visit (29 Nov - 09 Dec 2022)**

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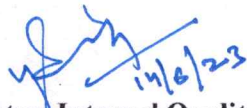
6. **Media Coverage of Events:**

जयपुर सिटी भास्कर 20-09-2022

'दीक्षारंभ' में क्लब से परिचित कराया

सिटी रिपोर्टर| सेंट जेवियर्स कॉलेज में 'दीक्षारंभ' छात्र प्रेरणा कार्यक्रम को इस तरह से डिजाइन किया गया है कि छात्रों को कॉलेज के विभिन्न विभागों, इकाइयों, प्रकोष्ठों, क्लबों और समिति से परिचित कराया जा सके। कार्यक्रम की शुरुआत कॉलेज ओरिएंटेशन के साथ-साथ दीक्षारंभ पर संक्षिप्त नोट के साथ हुई। इसमें 1000 से अधिक छात्र भाग ले रहे हैं। फादर प्रिंसिपल ने प्रथम वर्ष के नए सदस्यों को शिक्षाओं और जेवियर्स में समग्र विकास के तरीके से अवगत कराया। रेव. फादर डॉ. अरोक्या स्वामी एसजे और रेव फादर डॉ. रेमंड केरोबिन एसजे ने भी छात्रों के उज्ज्वल भविष्य की कामना की।

Coordinator, Internal Quality Assurance Cell

Coordinator
IQAC
St. Xavier's College, Jaipur

Report Submitted by: Coordinator, IQAC on 14 June 2023.

Principal
St. Xavier's College, Jaipur
Nevta-Mahapura Road, Jaipur

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Nevta-Mahapura Road, Jaipur