

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

AQAR for the year *(for example 2013-14)*

2014-15

1. Details of the Institution

1.1 Name of the Institution

St. Xavier's College,

1.2 Address Line 1

St. Xavier's College P.O.

Address Line 2

Thumba

City/Town

Thiruvananthapuram

State

Kerala

Pin Code

695586

Institution e-mail address

principalthumba@yahoo.com

Contact Nos.

0471-2705254

Name of the Head of the Institution:

Rev.(Dr) V.Y. Dasappan

0471-2704267

Tel. No. with STD Code:

Mobile:

94478700574

Name of the IQAC Co-ordinator:

Dr.Tessy Chacko P

Mobile:

9447864252

IQAC e-mail address:

iqacsxc@gmail.com

1.3 NAAC Track ID(For ex. MHCogn 18879)

OR

1.4 NAAC Executive Committee No. & Date:

EC/59/RAR/17 dated 21.4.2012

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

1.5 Website address:

www.stxaviersthumba.org

Web-link of the AQAR:

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

1.6 Accreditation Details

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

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

10.11.2004

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

i. AQAR 2012-13 submitted to NAAC on 18.01.2016**ii.** AQAR 2013-14 submitted to NAAC on 18.03.2016**iii.** AQAR _____ (DD/MM/YYYY)**iv.** AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

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

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

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

1.10 Type of Faculty/Programme

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

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

University of Kerala

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

UGC-Innovative PG programmes

(Specify)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

8

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

1

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

12

2.10 No. of IQAC meetings held 2

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

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

- New Frontiers in Physics
- Navamadhyamangal
- Cyber crimes
- Women empowerment
- Influence of Latin on Modern Languages

2.14 Significant Activities and contributions made by

- ❖ Awareness campaign to make campus green and plastic free.
- ❖ Two new teachers appointed in departments.
- ❖ Continued the Noon meal scheme and financial supports to deserving students.
- ❖ The skill development programme ASAP is continued.
- ❖ One full time counsellor was appointed.
- ❖ Xavier fest was organised with well attended exhibitions, intercollegiate Competitions and food fest.
- ❖ Applied for new PG and UG courses.
- ❖ Intercollegiate sports, elocution and recitation competitions were conducted.
- ❖ In collaboration with carrier guidance cell of the college, organised a number of training programmes.
- ❖ Carried out outreach programmes in Fathimapuram the adopted village.
- ❖ Scholar Support Programme for weak students continued with the support of state Govt.
- ❖ Walk with scholar programme started for overall development of selected students.
- ❖ Two IIGC sponsored National Seminars conducted

2.15 Plan of Action by IQAC/Outcome

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

Plan Action	Achievements
<ul style="list-style-type: none"> • Organize Faculty Development programmes for both teaching and non-teaching staff. • Encourage the departments to conduct national/ International seminars, exhibitions workshops etc. • Reenergize the activities of various Clubs. 	<ul style="list-style-type: none"> ❖ UGC sponsored National Seminar 'New Frontiers in Physics Scope and Challenges by Physics Department. ❖ Training for teaching staff on using technology for learning ❖ Nature club conducted a Symposium, Quiz competitions and Poster competition on various topics related to environment and allied subjects. ❖ Departments organized seminars for faculty and students on various topics ❖ National Seminar by Malayalam & Mass Communication department.
Introduction of new courses	<ul style="list-style-type: none"> ❖ PG courses and - UG courses sanctioned by the university and awaiting for Govt. concurrence. ❖ Additional Skill Acquisition Programme and SSP are successfully continued. ❖ WWS started with the support of state govt.
Intercollegiate/departmental competitions	<ul style="list-style-type: none"> ❖ Intercollegiate elocution competition conducted ❖ Intercollegiate recitation competition conducted ❖ Football match with SBT Team ❖ Kerala University Football, Handball and cricket tournaments were held. ❖ Interdepartmental Quiz, Elocution, Football, Cricket competitions were organized
❖ Motivate faculty members to apply for research guideships and take up new research projects	<ul style="list-style-type: none"> ❖ There are three on-going research projects ❖ Faculty members published papers in National and International journals. ❖ Faculty members attended Seminars and Conferences at regional and national level in their fields. ❖ Dr. Iris Koileo Department of BMMC got a new minor project from UGC
Make the campus eco-friendly	<ul style="list-style-type: none"> ❖ Students were given awareness regarding protecting the nature and national resources. ❖ Nature club took initiative in planting tree saplings to make the campus green.

	<ul style="list-style-type: none"> ❖ Organized campaign to avoid using plastic in the campus ❖ NSS volunteers started vegetable cultivation ❖ Nature Club took initiative in Beautification of the pond in the college campus.
Extension Programmes	<ul style="list-style-type: none"> ❖ Medical Camp and Blood donation campaign arranged by NSS ❖ Orientation on Legal literacy ❖ Health Survey of the Fishermen colony at Mariyanadu ❖ Collection of Kashmir Relief Fund. ❖ Survey on the impact of visual media on the people of Trivandrum district by the Media Club ❖ Awareness Class on Cancer ❖ Balamela organized for neighbouring school children by XOS ❖ Seven days camp arranged by NSS in Kattayikonam village ❖ De-addiction awareness drive which began the previous year was continued at Fathimapuram, adopted village.
New cricket stadium joint venture with Kerala Cricket Association	<ul style="list-style-type: none"> ❖ Construction of new cricket stadium in the college campus completed.
Alternative sources of electricity	<ul style="list-style-type: none"> ❖ Invertors and Generators uninterrupted power supply

* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

- ❖ Construction of the cricket stadium and new gate completed
- ❖ ASAP is continued with focus on developing the skills of selected students
- ❖ Two National Seminars organised with the initiative of Physics and Malayalam departments.
- ❖ WWS programme started for selected students
- ❖ One full time counsellor was appointed.
- ❖ Noon meal scheme and financial support are available to deserving students.
- ❖ Extension programmes like Blood donation camp, Balamela, Awareness Campaign under the guidance of NSS, NCC
- ❖ Inter collegiate cricket, football and handball matches were conducted.
- ❖ Intercollegiate elocution, recitation competition were arranged.
- ❖ Seminars organized at institutional level.
- ❖ Under the initiative of nature club took steps to make the campus eco-friendly.
- ❖ Special coaching for aspiring cricket players started with the help of KCA.
- ❖ The Botanical garden of the college was given a facelift by adding new varieties of plants and painting the outer wall.
- ❖ SSP is continued for selected academically weak students.

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

Part - B

Criterion - I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	2			
UG	8			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				3
Total	10			3
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	10
Trimester	
Annual	

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

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

***Please provide an analysis of the feedback in the Annexure**

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

The college is affiliated to the University of Kerala and it has to follow the syllabus and scheme prepared by the University. The University has a general pattern of updating the syllabus every 3 to 4 years. The University is now giving

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

No

Criterion - II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
31	14	16	-	1

2.2 No. of permanent faculty with Ph.D.

20

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
2	22					22			

2.4 No. of Guest and Visiting faculty and Temporary faculty

22

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	13	3
Presented papers	1	9	1
Resource Persons	0	1	3

2.6

- Concerted effort is being made to run the Additional Skill Acquisition Programme more effectively
- More number of weak students are brought to the ambit of Remedial classes
- Now Commerce students can opt Latin as second language besides Hindi and Malayalam.
- Once in every term an external expert is brought for Soft skill training and capacity building sessions
- Students conduct seminars using Power Point Presentations and smart class rooms
- The practice of giving scholarships to those meritorious ones is made more attractive with finding more donors and allocating more money for awards
- The practice of Online submission of CA marks is continued
- Weak students are accompanied by competent staff to help them overcome their difficulties.

2.7 Total No. of actual teaching days during this academic year 179

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

The college conducts only internal examination. Printed question papers/photocopies are

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

6	4	2
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2.10 Average percentage of attendance of students 88.1

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Malayalam And Mass Communi.	31	12.9	38.1	12.9		64.5
BA History	38	2.6	44.7	15.8	10.5	73.7
BA Economics	29	3.5	27.6	13.8	3.4	48.3
B.Sc Mathematics	33	24.2	36.4	6.1	-	66.7
B.Sc Physics	31	14.7	38.2	8.8		61.8
B.Sc Chemistry	35	20	54.3	5.7		80
B.Sc Botany and Biotechnology	26	23.4	57.7	15.1		96.2
B.Com	55	12.5	60.7	17.9	1.8	92.9
M.Sc Physics	12	25	41.7			66.7
M.Com	14	50	21.4			71.4

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

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

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	3
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	3
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	6
Summer / Winter schools, Workshops, etc.	1
Others	9

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	12	10	-	10
Technical Staff				

Criterion - III

3. Research, Consultancy and Extension

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

1. Achievements of the faculty members in research and related activities are often publically recognized and the person concerned is honoured.
2. Special fund is allocated to support faculty to meet the travel expenses to attend Seminars or Conferences
3. To promote research culture among the faculty, they are encouraged to attend and present papers and contribute to journals to national and international repute.
4. Departments are encouraged to organize National seminars in their own subjects with the support of Funding agencies
5. Research related news and information is put on the notice board to inspire teachers
6. More members of the faculty are encouraged to take up research projects minor or major.
7. Dr. Iris Koileo, Dept. of BMMC undertook a UGC sponsored minor research project
8. Dr.Santhosh Kumar T.K. continues to be a member of International Society for Inter disciplinary studies and is the Honorary Editor, Sthithi, a Malayalam monthly.
9. Dr.Santhosh Kumar T.K. brought out a voluminous book in Malayalam titled *Kerala Television Charithram*.
10. Fr. Decapian M.V. Dept. of Latin is the subject expert of Latin under SCERT

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		3	1	3
Outlay in Rs. Lakhs		2.95	1	3.35

3.4 Details on research publications

	International	National	Others
Peer Review Journals	3	3	
Non-Peer Review Journals			
e-Journals			
Conference proceedings		9	1

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major Projects				
Minor Projects	1	UGC	1 lakh	77500/-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total			1 lakh	77500/-

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		2			6
Sponsoring agencies		UGC			Management

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
3		1	1	0	0	1

3.18 No. of faculty from the Institution

who are Ph. D. Guides
and students registered under them

2

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

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

JRF

2

SRF

Project Fellows

Any other

3

3.21 No. of students Participated in NSS events:

University level

1

State level

6

National level

International level

3.22 No. of students participated in NCC events:

University level

4

State level

1

National level

6

International level

1

3.23 No. of Awards won in NSS:

University level

1

State level

National level

International level

3.24 No. of Awards won in NCC:

University level

State level

1

National level

7

International level

3.25 No. of Extension activities organized

University forum

College forum

5

NCC

6

NSS

8

Any other

4

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

1. Balamela was organised for neighbouring school children.
2. During Summer a number of short duration computer courses were conducted in subsidized rate for students from neighbourhood using college infrastructure and other resources
3. NSS and NCC volunteers participated in cleaning the city streets
4. NSS organized medical camp and blood donation campaign
5. AICUF organized a field visit to Samanvaya, a home for the destitute at Monvila
6. Members of Nature Club cleaned an abandoned pond in the campus for the use of students and others who come to college
7. De-Addiction awareness programme was organized at Mariyanad in collaboration with KCYM local unit
8. Seven days camp arranged by NSS in Kanyakulangara village, Trivandrum.
9. Rallies were organised by NCC against the menace of drug.
10. In collaboration with Kerala Cricket Association, college organized a month long intensive cricket coaching/Training camp for the students of the neighbourhood.
11. A Poster exhibition was organized by members of AICUF in the college campus on various social menace like drug addiction, child abuse and ragging.
12. Samanvaya-14 an intercollegiate cultural competition for college students of Thiruvananthapuram district was conducted by the college as part of Jubilee celebration.
13. Xavier Fest a mega three day Exhibition cum awareness campaign and food fest organized as part of Golden Jubilee of College
14. Organized orientation talks skill development programmes by the faculty in the neighbourhood parishes of the locality.

Criterion - IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	35 acres			35 acres
Class rooms	34			
Laboratories	10			10
Seminar Halls	3			3
No. of important equipments purchased				

(≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)		454405	UGC	
Others				

4.2 Computerization of administration and library

- The new computer and network enabled office management system has resulted in better efficiency and transparency in administrative matters. This system provided a reliable mechanism for documenting, monitoring and controlling various transactions which are financial, academic and administrative in nature.
- The newly introduced optical internet facility at St Xavier's College has boosted the communication process. Library provides access free Wi-Fi. To make the college library more student friendly and accessible a number of new changes were introduced like more number of staff were posted in the library during the busy hours to better handle the rush, Reference section is made accessible even on Saturdays to help students do more serious research and study.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	31070		325		31395	
Reference Books	1176		46		1222	
e-Books						
Journals	8				8	
e-Journals	2137				2137	
Digital Database	53				53	
CD & Video	83					
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	57	1		2		1	11	
Added	6							
Total	63							

4.5 Computer, Internet access, training to teachers and students and any other programme for technology

Up gradation (Networking, e-Governance etc.)

- A one day training programme in advanced computer training was given to our non-teaching staff to acquire computer skills.
- Students of Final year Commerce and Economics were given Soft skill training.
- Newly recruited teaching staff had a one day training session on the use of smart board and other technology based teaching tools in the class rooms.
- A group of students chosen from every department were given a half day session on the use of technology enabled learning to act as teaching assistants in class rooms

4.6 Amount spent on maintenance in lakhs :

i) ICT	12.44
ii) Campus Infrastructure and facilities	2.66
iii) Equipments	4.67
iv) Others	3.28
Total :	23.05

Criterion - V

5. Student Support and Progression

- A well maintained and protected botanical garden with variety of flora collected from all across Kerala is systematically maintained
- Banking facility is arranged twice a week with the support of Indian Bank
- Financial support is arranged for students from weaker backgrounds to meet their academic needs.

- Complaint Boxes for placing the suggestions for improvement and also for expressing grievances if any.
- Grievances Redressal Cell for voicing the grievances of students
- Medical Centre for first aid and emergency treatments. We also have an institutional arrangement with Fatima Hospital, Thumba for any emergency medical needs.
- Post office functions in the campus throughout the year
- Special coaching in Football, Cricket, Handball, volleyball, Baseball are arranged for interested students
- Sports Facilities like Grounds, gymnasium, pavilion etc. are available
- Students are provided with an opportunity to join in NCC of both Army and Navy also many clubs like NSS, Nature Club, AICUF and Women's Studies Centre etc.
- The college has an effective system of remedial coaching and tutorial for students in need of additional academic help which are duly supervised by the heads of the departments.
- Various scholarships are instituted to support and motivate students to perform better.
- Well maintained Canteen where good food is served at affordable price for the students and staff
- New concrete benches are built behind the Science block for the use of girls students during lunch break
- The newly installed Public Address system helps better dissemination of information
- The college cricket ground built in collaboration with KCA is one of the best in the district. The adjacent net practicing facility also is a great help for our students in honing their cricketing skills.

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

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

5.2 Efforts made by the institution for tracking the progression

- Directed class teachers to provide awareness programme
- Provided awareness to parents through PTA
- Detailed information on Student Support Services are given in the college calendar
- Organised seminars, talks and presentations to provide information
- Various committees are functioning in the college to make such support services accessible to students
- Employer feedback
- Alumnae feedback
- Alumnae meeting
- Feedback from students and staff
- Meetings with parents and stakeholders

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
954	58	0	0

(b) No. of students outside the

01

state

(c) No. of international students

04

Men					Women							
No		%			No	%						
35		35.0			65	64.						
Last Year- 2013-14					7	92	This Year-2014-15					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total	
184	162	1	636	3	986	180	165	2	660	5	1012	

Demand ratio 1: 19 Dropout = 2.4%

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

In the beginning of the year itself the Alumnae association of SXC donated a collection of books meant for helping students to prepare for competitive exams. These are kept in a separate shelf in the library for anyone to use them. As it is customary, this year too the Placement cell of the college organised soft skill development Programmes for students on how to face the entrance Tests and Interviews for competitive exams particularly Management Courses, Chartered accountancy etc. Similarly, career guidance programmes were conducted to create awareness about

No. of students beneficiaries

80%

5.5 No. of students qualified in these examinations

NET	2	SET/SLET		GATE		CAT	
IAS/IPS etc		State PSC	7	UPSC		Others	16

5.6 Details of student counselling and career guidance

The **Student Counselling Centre: It** extends Counselling assistance to students with psychological, academic and social concerns. These services are provided on appointments that seek to enable students to function effectively and improve their wellness quotient. Students with serious psychological problems are referred to a psychiatrist or a clinical psychologist for further evaluation. The Centre also conducts workshops for staff and students on Counselling and life skills. General survey forums regarding counselling and issues which need to be addressed among the youth were distributed and collected to organize and work on future input sessions and ideas. Counselling feedback forums were followed and collected from students to improve the quality of counselling as well as to gauge their level of satisfaction. When Parents and guardians are invited for annual colloquium experts are called to address them with a view to equip them with better parental skills to tackle the teenage and youth related problems of their wards.

The **Career Guidance Cell (CGC)** provides comprehensive services in the area of training, options regarding higher studies, internships and full-time placements for both undergraduate students and post-graduate students. This Cell is an initiative of a group of Alumnae of the college. It draws on the rich expertise of the Alumnae who are heading various organizations in India and abroad. Placement Cell of the college Provides, information, training and orientation to students. Besides these mainstream works the cell also undertake:

- Company executives are invited to give lectures sharing their expectation about students recruited to their company.
- Using internet accessed through internet of mock interviews and

No. of students benefitted

58

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
3	28	3	

5.8 Details of gender sensitization programmes

- A talk on Women Empowerment and Internet Age by Fr. Saji Joseph, Loyola College of Social sciences.
- Interdepartmental Debate was conducted on discrimination against of women in Politics by the Women's' Study Centre.
- To motivate and inspire our present batch of girl students a group of women achievers at the local level were invited to have a panel discussion on opportunities and challenges of women today.
- Arranged two talks by eminent academicians cum activists on domestic violence and hardships faced by women.
- In collaboration with the women self-help groups of the coastal hamlet Mariyanad a Campaign against the abuse of drugs and alcohol was organized.
- Observed women's day with various activities and the chief among them was a marathon from the eastern gate to the western gate attended by more than a hundred students and teachers.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	70	60,500
Financial support from government	727	86,53,465
Financial support from other sources	-	58170
Number of students who received International/ National recognitions	4	

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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

- Lack of proper lighting in the ladies toilet
- Shortage of fans in Examination Halls
- Suggestion for improved lighting in the college auditorium
- Shortage of parking space for vehicles at college entrance

Criterion - VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

<p>OUR VISION</p> <p>St. Xavier's College, a Jesuit Institution of higher learning, drawing its inspiration from Christ, envisions the formation of young persons characterized by the liberation and development of the whole person committed to the establishment of a just and caring social order. We believe that by promoting the growth of the students in intellectual, moral and social maturity in an ambience of excellence we shall form men and women committed to and confident of promoting a humane world.</p> <p>OUR MISSION</p> <p>Situated as it is in the midst of a marginalized community of fisher people and large sections of socially and educationally backward groups, the college feels missioned to work for the educational and cultural emancipation of the surrounding communities. Our vision of higher education binds us to the local communities for a creative dialogue on their social and cultural liberation. As an educational institution our main role will be to provide an environment and training context for the students to prepare themselves for active and responsible life commitment for the formation of a just society.</p>

6.2 Does the Institution has a management Information System

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

6.3.1 Curriculum Development

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

6.3.2 Teaching and Learning

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

- A general time table for all classes is prepared and is made available to the students at the beginning of the academic year.
- Allotment of classrooms and recording of students' attendance are monitored at the institutional level.
- To boost the learning process of the students an Additional skill acquisition programme is started for selected students.
- Copies of academic calendar are made available to the students and staff. ICT tools are extensively used in classrooms both by the faculty and students.
- Departments prepare their own detailed subject-wise time-table based on the general time-table. Individual teachers are assigned work by the Head of the Department.
- Teachers prepare the teaching plan of the topics allotted to each of them.
- We use lecture method - Interactive method project based learning, computer assisted learning, seminars, discussions, debates, paper

6.3.3 Examination and Evaluation

- A senior teacher is appointed as the Controller of Examinations at the college level to ensure smooth conduct of examinations.
- Class wise PTA meetings are held to monitor the students' progress and to facilitate a dialogue between parents and teachers
- Evaluation through class tests, seminars, assignments and discussions.
- Parents are informed of the performance of students through

6.3.4 Research and Development

- All facilities including infrastructure and human resources of the college are extended to the principal investigator. Investigators are given permissible duty leaves and special recognition also.
- Faculty members attended and presented papers in National, International seminars.
- Faculty published papers in National and International Journals and Books
- Financial support from management to BMMC students for conducting research in video production.
- Five teachers are working as research guides in collaboration with other centres.
- Laboratories are well equipped and spacious enough to undertake student projects.
- The college subscribes national/international journals.
- There are 4 on-going minor research projects.
- Tie-ups with scientific organisations and NGOs

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Computer Lab with internet facility is nearing completion.
- Books and reference materials are added to the existing system. Issue-return and search facilities are automated.
- Library working hours- 9.00 am to 4.30 pm on all working days & Saturdays.
- Separate reading room, reference section, PG & UG Sections are available.
- Online Public Access Catalogue (OPAC) facility is available in the library. The students themselves can search the books.
- Whiteboards and interactive boards are provided in selected classrooms.
- Most of the departments are applying ICT methods in classroom teaching, project work and lab experimentation.

6.3.6 Human Resource Management

The college has a well established policy on appointment of staff, training and development, compensation and handling grievances. The Manager and Principal of the college are providing able leadership to carry out various requirements of effective Human Resource management.

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

6.3.7 Faculty and Staff recruitment

Recruitment of the staff is strictly in accordance with the norms of University and govt. The vacancies in general as well as community merit are advertised separately in four leading dailies.

6.3.8 Industry Interaction / Collaboration

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

6.3.9 Admission of Students

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

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> • Loan facilities • Maternity leave • Advance to meet emergency expenditure • Staff Club promotes welfare activities • Teachers are encouraged to attend seminars, orientation and refresher programmes. • Children of staff are given priority in MQ admission • Vehicle parking and canteen facility are provided.
Non teaching	<ul style="list-style-type: none"> • Personality Development programmes were conducted. • Loans are provided to meet emergency situations. • Children are given preference in admission in MQ • Vehicle parking and canteen facility • Non teaching staff club
Students	<ul style="list-style-type: none"> • Financial support to deserving students • Scholarships instituted by Management • Free Books and study materials for deserving students • Noon Meal Scheme for poor students • Contingency fund to support poor students to pay hostel bills.

6.5 Total corpus fund generated

56,8796

6.6 Whether annual financial audit has been done Yes

No

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

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

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

For UG Programmes Yes No

For PG Programmes Yes No

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

NA

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

NA

6.11 Activities and support from the Alumni Association

- Alumni Association of the college play an active role in supporting the college to meet its goal of providing quality education.
- They provided to the college library reference Books which would be of use to students preparing for competitive exams.
- Every year on the 1st of May Alumni general Body is held where reports of the year are presented and action plan for the next year is prepared.
- An annual News Letter is prepared and circulated among the members showcasing the works of alumni association.
- Alumni play a vital role in creating a good will for the college among the public through annual get together, batch gatherings etc.
- Alumni using their influence and resources help the students to organize medical camps, blood donation camps etc.
- Every year the Alumni association gives award to best outgoing student.
- The Alumni Association participates in organizing the Onam and Christmas celebration in the college.

6.12 Activities and support from the Parent – Teacher Association

- College has a very warm and friendly relationship with the parents of our students right from the time of admission till they are graduated.
- All the parents are requested to attend the First Day of their wards in the College to get to know the college and staff and more importantly to be familiar with the culture and value system of the college. By our experience most parents comply this request.
- PTA meetings are conducted at least once in a semester and score sheets are given to parents and their suggestions are used to improve the system.
- The PTA gives proficiency prizes to top scorers in the examinations.
- The PTA also has instituted a number of scholarships for students on merit cum means.
- The PTA is instrumental in ensuring discipline and academic excellence of students through timely intervention and interaction with teachers.
- The PTA of the college also extends financial support for the needy sports person and has instituted awards for the excellence in sports and games.
- The PTA is playing an active role in providing additional funds for the development of the college.
- Merit Days are held every year under the auspices of the PTA to encourage and felicitate the rank holders and winners of various University examinations and competitive exams.
- Awards are given by PTA to students who excel in co-curricular activities like University Youth Festival.

6.13 Development programmes for support staff

- Special celebration for Christmas and Onam to build team spirit and fraternity.
- Personality Development programmes are given to the non-teaching staff
- Loans are provided in the wake of emergency situation.
- Children of staff are given priority in admission.
- Support staff is provided adequate training in computer usage as well as office automation software.
- They are sent for training programmes organized by the University, and the Management Board.
- The institution conducts orientation programmes for newly recruited non-teaching staff.
- It also arranges Human Resource Development Programmes and training on ICT methods and computer applications.
- The performance of non-teaching staff is monitored and appraised by the Administration.
- Spiritual renewal and value education classes are organised exclusively for the support staff.
- There is a Grievance Redressal Committee for addressing the grievances

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

- Awareness campaign by Nature club for protecting the nature and natural resources
- Initiative in making campus plastic free and green with the help of Dept. of forest, Govt. of Kerala.
- Inter departmental collaborative programme related to environment and allied topics.
- Installed Moveable dustbins at different places in the campus to control littering
- Energy Conservation: Solar energy is used for the energy requirement of library and street lights.
- The college has a pond with clean water.
- Plantation: The college campus is filled with plants and trees such as Mahagani, Teak, Mango trees, Coconut plants, cashew nut tree, acacia, casuarina tree etc. Medicinal plants and rare plants are also grown in the campus.
- The college has a well maintained beautiful garden with a rich variety of flowers and decorative plants. A part time gardener is appointed for the maintenance of the college garden as well as plants and trees in the campus.
- Planting of trees will take place every year under the auspices of NSS volunteers.
- Hazardous Waste Management: The waste from the Chemistry and other science labs are disposed of/ managed properly.
- E-waste Management: E-waste is collected and stored separately and

Criterion - VII

7. Innovations and Best Practices

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

- St. Xavier's College has always been paying attention on competence, skill and character building. This is done through rigorous academic work with a special emphasis on skills and values.
- St. Xavier's also believes in a decentralized administrative structure as this enables the quick and efficient decision-making. The college administrative team meets frequently to stay abreast with the happenings. There is a high level of transparency at the administrative level.
- Departmental meetings are held in the presence of the principal to plan and evaluate the course of action for each year.
- Different administrative committees meet at least twice a year to ensure better functioning of the college
- The continuous internal assessment helps the students to constantly keep track of his/her own development throughout the semester. Students are required to take up assignments and projects that are separately evaluated.
- One full time professional counsellor is available at the student's disposal to discuss personal problems. Once students with problems are identified they are referred to the Counsellors who take care of the students.
- Summer classes in computer and communicative English.
- Extensive use of ICT methods in teaching-learning process by all our teachers.
- Additional Skill Acquisition Programmes (ASAP) in collaboration with Govt. of Kerala was strengthened.
- Library automation and networking for issue and return of books.
- Interaction with national/international experts in different fields.
- Alumni Association sponsored developmental projects.
- Infrastructure development with the support of staff and parents.
- Renovated laboratories with modern equipment.
- Modern Computer labs with advanced software.
- Intensive coaching camps in Sports and games for those who are interested
- Scholar Support Programme and Walk with Scholar Programme.

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

- The plan of action prepared by IQAC was discussed at various levels of administration such as the Management Board, College Council and Staff Meetings for the effective implementation.
- Various committees were formed to monitor the progress of implementation of the activities.
- The Co-coordinators were directed to submit the reports at the end.
- IQAC assessed the progress.
- There were various programmes related to Golden Jubilee Celebrations of the college, guest lectures, seminars, national conference, exhibitions, food fest and Cultural fest were conducted as planned at the beginning of the academic year.
- A meeting was organized to honour former members of teaching and non-teaching Staff of the college.
- Golden Jubilee organizing committee met frequently and monitored the activities planned at the beginning of the Jubilee year.
- The college has taken a serious effort to motivate students to come in large numbers for various special programmes like coaching classes for English, remedial and mentoring.
- A review meeting is organised at the end of various college programmes to analyse and find out areas of improvement. It helps the college to organise various events of the college with greater efficiency and effectiveness.
- Various activities in the departments and college were documented in College magazine and also in Department Journals to by way of information to the public.
- Additional Skill Acquisition Programme SSP and WWS were continued.
- Applied for new UG and PG courses to the University and Government
- Intercollegiate elocution and recitation competitions were continued.
- Kerala University football, Handball and Cricket tournaments were held in the college.
- Literary club organized many sessions to create literary sensibility
- Media Club conducted film festival and panel discussions with experts

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

- Special Coaching in Cricket and for students
- Collection and Allocation of Special Fund for poor students to meet boarding charges

7.4 Contribution to environmental awareness / protection

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

7.5 Whether environmental audit was conducted? Yes No

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

Strength	Weakness	Opportunity	Threats/ challenge
Adequate infrastructure and play grounds	Lack of sports hostel	Availability of talented students	Provide quality training and coaching to students
Cordial relationship between staff and students	Supporting systems in the absence of electricity	Large tracts of land still available for future development plans	Dwindling number of boy students
Extension activities	Poor Transportation facility	College is situated in the midst of fishermen Community	Lack of permanent staff
Faculty is efficient and dedicated	Lack of sufficient PG and vocational courses	Scope to start new courses even self-financing.	Early marriage of Muslim girl students
Location of the institution	Accessibility	Peaceful atmosphere	Lack of exposure to students
Management and Principal give effective leadership	Lack of adequate permanent teaching and non-teaching staff	Social acceptance of the institution	Unaided courses
Support programmes for deserving students	Inadequate research facilities	Newly recruited staff are young and enterprising	Getting more research projects form UGC
		Good lab facility	

8.Plans of institution for next year

- Make outreach activities of the college both Academic and Community extension programme more effectively
- Make an all-out attempt to speed up appointment of faculty in the vacant positions
- Build a new toilet block for girl students
- Conduct Intercollegiate competitions to increase the visibility of the college
- Take up Socio Economic surveys in the campus and neighbourhood as an interdisciplinary project
- Continue student support programmes like noon meal scheme, boarding aid etc.
- Plant more trees as part of the environment conservation programme
- Garner energy form Alternative sources of electricity - use of solar energy - installation of generator
- Conduct more campaigns to create awareness about Gender sensitization
- Skill enhancement programmes like ASAP, SSP, WWS etc.
- Introduction of more number of UG and PG programmes, Add on and certificate courses
- Observe important social Days
- Organize capacity building sessions for newly recruited staff and students

Name :Dr.TessyChacko P

Name : Rev. (Dr.) V Y Dasappan

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Abbreviations:

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

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Annexure I**Academic Calendar 2014 - 15****June 2014**

02-06-2014	College reopens Staff meeting
03-06-2014	NSS meeting
05-06-2014	World Environment day Quiz Competition IQAC meeting
06-06-2014	First Friday mass
09-06-2014	Fourth semester internal examinations started
18-06-2014	Fourth semester university examinations begin.

July 2014

02-07-2014	First year degree classes started
17-07-2014	Co-operative Society meeting
20-07-2014	Third semester classes started
25-07-2014	Fresher's day Talk on Ethical values in scriptures
31-07-2014	Co-operative society general body meeting Orientation class on 'Probationary officers' recruitment

August 2014

01-08-2014	First Friday mass
06-08-2014	Observance of Nagasaki & Hiroshima day
13-08-2014	Jesuit Provincial Visit
14-08-2014	Fifth Semester BBT students visited Agricultural University Vellayani
16-08-2014	Interview for staff selection
17-08-2014	Inauguration of media club
24-08-2014	Alumni meeting
25-08-2014	Malayalam Samajam Inauguration
26-08-2014	Skill development Programme by Carrier guidance cell.
27-08-2014	ASAP Orientation Programme
28-08-2014	Forth semester BBT university practical exams begin
29-08-2014	Seminar by commerce department

September 2014

01-09-2014	Class wise PTA meeting S5 Economics
03-09-2014	College Magazine release 'Xavier Fest' meeting with students Onam fete by Commerce department

	Fourth semester BBT practical examination
04-09-2014	Onam celebrations of Staff
05-09-2014	Onam celebration organized by NSS
	College closed for Onam holidays.
16-09-2014	College reopened after Onam holidays
	South zone cricket match
	Second semester MSc & M.Com University examinations.
17-09-2014	Xavier Fest – Conveners meeting
19-09-2014	Class PTA meeting S2 Economics
30-09-2014	Seminar ‘Narichethana’ by BMMC dept.
October 2014	
01-10-2014	Media club meeting
07-10-2014	NSS rally against violence
09-10-2014	National seminar on Navamadhya Mangal. Janakeeyathayum, Viswasyathaum
10-10-2014	National Seminar by BMMC department.
14-10-2014	Guruvandanam- Programme to honour retired staff.
15-10-2014	Xavier Fest
16-10-2014	Xavier Fest
17-10-2014	Xavier Fest
27-10-2014	Inauguration of WSC
28-10-2014	National Seminar New Frontiers in Physics by Physics department.
29-10-2014	National Seminar in Physics
30-10-2014	National Seminar in Physics
November 2014	
10-11-2014	Non-teaching staff meeting
	Fifth & third semester internal examination started.
11-11-2014	Seminar for Malayalam students in Press Club.
14-11-2014	College union election
19-11-2014	Welcome to first M.Com students.
20-11-2014	Inauguration of Nature Club
	Seminar by Botany and Biotechnology Department
21-11-2014	Fifth semester University examination begins
24-11-2014	Planning Cell meeting
25-11-2014	Women’s Studies’ Centre meeting
27-11-2014	Third semester University exams started
December 2014	
03-12-2014	Feast of St. Francis – Patron of the College
08-12-2014	Oath taking ceremony
16-12-2014	Christmas celebration
19-12-2014	College closed for X’mas holidays.
29-12-2014	College reopened after X’mas holidays.
30-12-2014	Golden Jubilee valedictory function
	Blessing of foundation stone of new auditorium

January 2015

- 05-01-2015 Condolence meeting – Mr. Vishnu, I B.Com student
- 07-01-2015 First semester University examination begins
- 12-01-2015 Study tour of BBT students
- 16-01-2015 Jubilee committee meeting
- 23-01-2015 College Union inauguration
- 26-01-2015 Management Board meeting
- 28-01-2015 Send off to retired non-teaching staff.
- 29-01-2015 Arts Club & Sports Club inauguration.

February 2015

- 04-02-2015 Seminar by NSS
- 05-02-2015 Talk on Cyber Crimes & Drug Abuse
- 06-02-2015 First semester M.Sc Physics university exam begins.
- 09-02-2015 Third semester M.Sc Physics university exam begins.
- 11-02-2015 Staff meeting
- 13-02-2015 IQAC meeting
skit on 'Women issues' by WSC
Nature Club meeting.
- 14-02-2015 Balamela for school children
- 19-02-2015 College Youth Festival
- 24-02-2015 Meeting of WWS

March 2015

- 04-03-2015 Latin Seminar
- 06-03-2015 First Friday Mass
Seminar by Chemistry Department.
- 09-03-2015 Elocution competition
Seminar by Mathematics department
Women's day celebration.
- 11-03-2015 Film Festival
- 12-03-2015 Film Festival
- 13-03-2015 Inter departmental quiz competition
Co-operative society executive meeting
- 20-03-2015 PTA executive committee meeting
Send off meeting for students – Economics department
- 23-03-2015 Inauguration of new cricket stadium
Fr. Vadakkal Endowment Inter-collegiate elocution competition
- 24-03-2015 Send off meeting of BBT & Commerce students
- 25-03-2015 Study tour of M.Sc Physics students
- 26-03-2015 Project evaluation and Viva-voce of S6 BA/B.Com started
Send off meeting of Physics students
- 27-03-2015 College day

	Send off meeting of teachers
28-03-2015	Staff get together
29-03-2015	Co-operative Society General Body meeting
31-03-2015	Staff meeting
	Send off to College Manager
	Send off meeting of Commerce students
April 2015	
06-04-2015	Sixth semester degree examinations started.
May 2015	
01-05-2015	Alumni meeting
	IQAC meeting
29-05-2015	Send off to retired non-teaching staff

Annexure II**Best Practice - I****i. Special Coaching in Cricket and for students**

Goal: To help our students from rural setting to master cricket game and raise them to the level of playing competitive matches in state and national level through rigorous and professional coaching.

The Context: The College Management has signed a memorandum of understanding with Kerala Cricket Association to promote cricket game in the campus to create better sportsmen for the nation. The beneficiaries of the program are those who hail from rural setting who otherwise cannot afford to the expenses for such a coaching. Selection to the program is chiefly based on merit and aptitude. Those who qualify will be given admission in the college and all their training needs including food and accommodation will be met by the KCA. They are provided with all the facilities for training in the newly built cricket ground in the college.

Practice: The students are given rigorous training in the morning and evening by professional coaches under the supervision of the Department of Physical Education. Students who are part of this scheme are expected to attend regular classes when they have no training or practice matches. At present there are 15 members hailing from every part of Kerala in the first batch and they represent St. Xavier's college in all competitions at the university level.

Evidence of Success: The result of this experiment is very encouraging with our team becoming the University champions in Cricket in the very first year itself. Besides winning many cricket championships for the college six out of the fifteen represented the University and three were selected to the state team under 23 category and represented Kerala State. The college created such good will among the sports enthusiasts and won much accolade.

Problems encountered and Resources required: Though college has many financial difficulties with the strong backing of KCA we are able to keep this project alive with spectacular results. But at the same time due to difficulties in transportation students find it hard to be regular for practice and classes.

Best Practice II

ii. Fund Raising for poor students to meet boarding charges in hostels

Goal: To ensure that not a single student is forced to leave the hostel just because they do not have enough money to pay their hostel fees.

The Context: St. Xavier's college is playing a historical role in nation building by providing educational opportunities to many backward sections of the society particularly of the fisher folk community along with significant number of students from Scheduled castes. Since many of our students come from distant places they need to depend on college hostel or other hostels. Due to the financial struggles at home they are not able to pay the hostel fees properly hence they have to quit hostels with the fear of abandoning their studies. A novel idea dawned one of the staff who negotiated with other members of the staff and devised a plan to put an end to this humanitarian crisis. As a result of this Staff members would make a voluntary contribution of a fixed amount every month. This money put together will be distributed among the selected students who deserve the aid every month to meet their hostel expenses. The students make a commitment to repay the amount either when they get a Government stipend and Scholarship, if they are eligible or when they get a job once they are out of the college. This money will again be part of the corpus which will in turn again get distributed among the needy.

Practice: Principal appoints a committee with a teacher in charge of the scheme. At the beginning of the scheme each member of the staff is asked to write on a paper an amount that they would voluntarily contribute every month towards this scheme. The teacher in charge with the help of class teachers and others involved with student activities identify students for this scheme in a discrete manner guarding their dignity. The committee will meet once they have enough requests for financial help and take a call on the bases of their real need and family and academic background. When new teachers are recruited they also will be motivated to be part of this scheme.

Evidence of Success: Compared to previous years the number of dropouts and those coming late to college because they cannot afford their hostel fees has gone down. Along with that we see students are better disposed to college and show a greater interest to study hard and come up in life.

Problems encountered and resources required: Along with deserving students sometimes other students also come forward to avail this scheme. So identifying the right and deserving one still seems to be a difficult task. Actually, this scheme flows out of the goodness of our staff and everyone is not part of the scheme and what we collect every month is only a small amount that is not even half of what we require. So the challenge ahead is generating more money in the corpus so that anyone with a genuine need may not have to put an end to his/her studies.