

REPORT OF IQAC ACTIVITIES

Annual Quality Assurance Report (AQAR): As per the regulations of the NAAC, the submission of Annual Quality Assurance Report (AQAR) at the end of every year is mandatory. The IQAC of St. Xavier's College submitted AQAR to the Director, NAAC, in August, 2015 and was uploaded for open access and feedback from stakeholders and academic peers.

Orientation Programme for Teachers

- ❖ An ORIENTATION PROGRAMME for Teachers on “Teaching for Transformation” was conducted on 10th July, 2015. **Dr. V.K. Boominathan**, Former Head , Dept. of Commerce, Bishop Heber College, Trichy and **Dr. Jeyakar Chellaraj**, Former Principal, Bishop Heber College, Trichy, also Executive Director, IMPART, Organization for imparting training and impacting people and institutions, were Resource Persons.



Rev. Dr. V. Gilbert Camillus S.J., Principal, during his presidential address, spoke about the role of a teacher in a higher educational institution. Professor Jeyakar Chellaraj, an internationally acclaimed speaker and administrator, explained the significance of Teaching for Transformation. He pointed out that education should produce students who are intellectually mature, and socially committed.



Dr. V.K. Boominathan, Former Head , Dept. of Commerce, Bishop Heber College, Trichy, spoke on the topic “Teachers Role in the present scenario”.. He explained that teaching is the stimulation, guidance, direction and encouragement of learning. 170 teachers attended the Orientation Programme.













❖ **IQAC conducted its first meeting on 21.07.2015. The following were the items on agenda:**

- Prayer
- Introductory Address
- Minutes of the Previous meeting
- Staff Seminar / Workshop on Smart Class Facility & e-content
- Orientation for Students
- Online courses
- Examination Perform
- Green Measures
- Academic Audit
- Placement Cell activities
- Any other matter



WORKSHOP ON SMART CLASS for Teachers

Workshop on SMART CLASS (Phase I) was conducted for our Staff on 19.08.2015 & 20.08.2015 as per the following schedule:









SHIFT - II

Date	Time	Venue
19.08.2015	9.30 a.m. to 11.30 a.m.	Fr. Causannel Hall (Group – I & Group – II)
20.08.2015	9.30 a.m. to 11.30 a.m.	Group – I in English Language Lab Group – II in Zoology Dept. Smart Class Room

Group I: Teachers from the Departments of Physics, Computer Science, MCA, MSW, Maths, English, VisCom.

Group II: Teachers from the Departments of Commerce, Economics, Chemistry, BBA, Corporate Sec. and Tamil.

SHIFT - I

Date	Time	Venue
19.08.2015	11.30 a.m. to 1.30 p.m.	Fr. Causannel Hall (Group – I & Group – II)
20.08.2015	11.30 a.m. to 1.30 p.m.	Group – I in English Language Lab Group – II in Zoology Dept. Smart Class Room

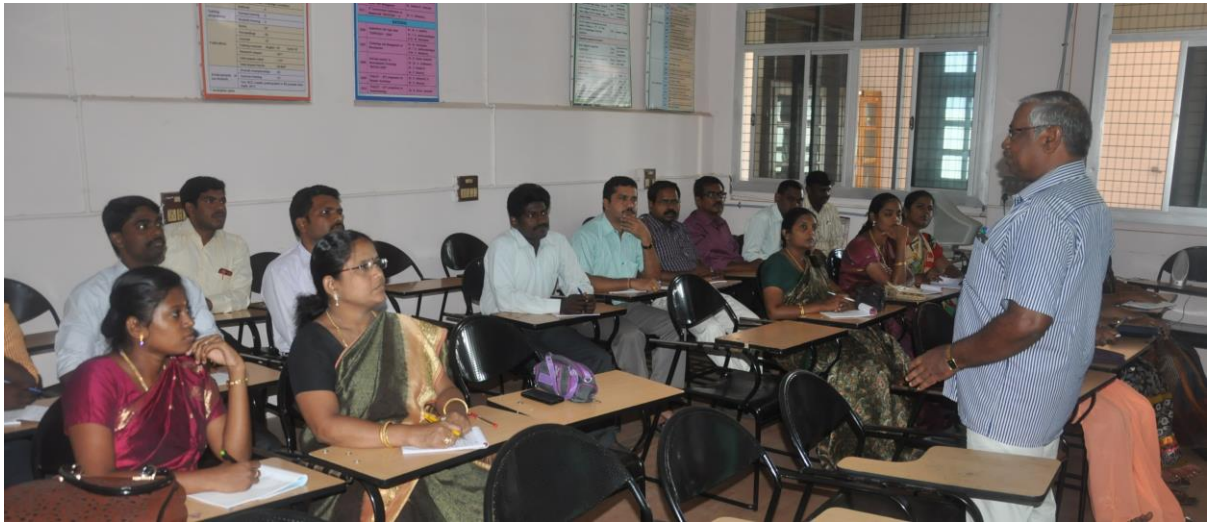
Group I: Teachers from the Departments of Physics, Computer Science, Folklore, Maths, and English.

Group II: Teachers from the Departments of Botany, Commerce, Economics, Chemistry, Zoology and Tamil.

On **19.08.2015**, Mr. Kumar, from the Young India Films Company gave demonstration about the facilities available in Smart Class that can be effectively used to make learning an interesting experience in class rooms.

On **20.08.2015**, teachers were divided into two groups.

For Group I, the demonstrations were given by Mrs.M. Safish Mary (Dept. Of Computer Science, Shift I), Dr. Jockim (Dept. of English, Shift I), Mr.A. Jothikumar (Dept. of Computer Science, Shift II), and Mrs. George Justi Mirobi (Dept. of Computer Science, Shift II).





For Group II, the demonstrations were given by Dr. L. Henry Joseph (Dept. Of Botany, Shift I), and Dr. T. Leon Stephan Raj(Dept. Of Botany, Shift I).

Teachers felt that Smart Class Technology will pave way for making entire teaching learning process a lot more interactive, effective, easy and intuitive.

❖ Orientation for Students

1) Skill Orientation for II UG and III UG Students:

Rajan K M, Asst. Vice-President, and his team, from IL&FS Education & Technology Services Limited (IL&FS Education), Chennai - 600032, were invited to give Skill Orientation Programme for II UG and III UG Students for both shift 1 and shift 2 students on **10.07.2015**. At the end of the session, students were informed about the Central Government Sponsored Certificate Course Modules. The following ten courses were announced to them:



1) Certificate Programme for Domestic IT helpdesk Attendant, 2) Certificate Programme for CRM Domestic Voice, 3) Certificate Programme for CRM Domestic Non –Voice, 4) Certificate Programme for Domestic Data entry Operator, 5) Certificate Programme for Customer Care Executive for Call center (CCE), 6) Certificate Programme for Customer Care Executive for Call center (CCE), 7) Certificate Programme for Trainee Associate, 8) Certificate Programme for Equity Dealer, 9) Certificate Programme for Business Correspondent & Business Facilitator (BCBF), 10) Certificate Programme for Loan Approval Officer, and Certificate Programme for Small and Medium Enterprise Officer.

In line with their discussion with the students they mapped the aspiration and the following are the courses selected by the students:

	No of students
Certificate programme for Customer Care Executive for Call center	435
Certificate programme for Loan Approval Officer	327
Certificate programme for Domestic Data Entry Operator	236
Certificate programme for Business Correspondent & Business facilitator	228
TOTAL	1226

IL &FS is waiting for the approval from NSDL for further proceedings.

2) Orientation Programme for Women Students:



The Centre for Women's Studies and the IQAC jointly organised Orientation programmes for the first year undergraduate and postgraduate women students on the 10th July 2015. The

orientation had general motivation and information on health and hygiene as the thrust areas. Dr. X. Rosary Mary, Former Director, Department of Youth Welfare, M. S. University, motivated



the students and counselled them in self-realisation, goal setting and positive thinking.

The



resource persons Dr. Nirmala Vijaykumar, and Dr. Dahlia Bharath. from Consultant Reproductive Medicine, Queens Fertility Centre, Palayamkottai interacted with the students on areas of health and hygiene, advising them on the need for proper diet and exercise.

IQAC Newsletter: IQAC Newsletter was published in June 2015. The Newsletter provided information about the quality enhancement activities initiated during 2014 – 2015.

Green Audit

IQAC has had discussion with Head of the Department of Botany and the members of Enviro-club of our College about the following aspects on 17.08.2015 at 11.15 a.m. in the Conference Hall:

1. Green Audit
 - a. Enumeration of trees
 - b. Numbering of trees
 - c. Naming of trees
2. New plantations
3. Eco-friendly campus activities
 - a. Utilization of solar power (existing & New proposals)
 - b. Water usage
 - c. Recycling of waste
 - d. Avoiding usage of plastics
 - e. Pollution monitoring

These activities will be carried out in phased manner.

❖ **IQAC conducted its second meeting on 12.10.2015. The following were the items on agenda:**

- Prayer
- Introductory Address : Rev. Fr. Principal
- Minutes of the Previous meeting
- Workshop on Smart Class Facility & e-content production
- Recognition for innovation in teaching
- Green Audit
- Academic Audit
- Placement Cell activities
- Any other matter

Training Programme on preparing e-content for Teachers

Training programme on preparing e-content for a group of 35 teachers was conducted from 12.11.2015 to 15.11.2015. Dr. Rajendra Mishra, Director, Instructional Media Centre, Maulana Azad National Urdu University, Hyderabad, spoke on **Features of e-content**. Dr. V. Sobhana Bai, Director, Educational Multi Media Research Centre (EMMRC), Madurai Kamaraj University, Madurai, spoke on **Scripting of e-content**. **Dr. S. Kannan**, Director, Academic Staff College, Madurai Kamaraj University, Madurai, spoke on **e-content & MOOC**. Dr. S. John Bosco, Former Professor of Loyola College, Head of French Dept. and Professor of Physics, Gateway International(Cambridge) School, Chennai, spoke on Production of e-content. He also gave demonstration on how to prepare e-content. With his experience and training imparted by the UGC, New Delhi, our teachers got a wider spectrum of preparing e-content modules.

Outcome of Training Programme on preparing e-content for Teachers

- Teachers became aware of various e-resources
- Teachers have learnt about the expectation of students in classrooms at the digital age.
- Teachers have acquired the skills needed to prepare e-content material.
- Teachers have been equipped with technology to make students visualize all tough concepts through the integration of 3D animations and videos in the e-content to be produced.

Teachers have been inspired to produce quality assured e-contents

IQAC has recorded 40 videos on e-content and after editing they will be hosted in the website and students can learn through them whenever they have time.

Also IQAC has video graphed the demonstration of the facilities available in **SMART Board** and it will be uploaded in website after editing.

Academic Audit(Pre-NAAC Visit)

Quality is an ongoing process and not a one-time episode. The NAAC views that Academic Audit of Departments/Research Centres will facilitate quality sustenance and enhancement process. The NAAC Peer Team also recommended an Academic Audit by external experts during the post-accreditation period.

In this context we conducted an Academic Audit by external Experts comprising the following professors on 11th & 12th January 2016:

Dr. B. Vanitha
Professor of Economics
IQAC Coordinator
Bharathiar University
Coimbatore

- Convenor

Dr. G. Melchias
Associate Professor of Botany
Dean, School of Biological Sciences
St. Joseph's College (Autonomous)
Trichy

-Member

Dr. Syed Wajeed
Associate Professor & Head, Dept. of Microbiology
IQAC Coordinator
St. Joseph's College (Autonomous)
Bangalore.

-Member

Our staff prepared the report of the activities for the period from 01. 04. 2012 to 10. 01. 2016.

The Expert Committee shared their report in the Exit meeting held for the Officials and HoD's under the following four components: Strengths, Weaknesses, Opportunities and Challenges. The following are some of the **STRENGTHS** pointed out by the Expert Committee:

As a Jesuit Institution, St Xavier's College is dedicated to higher learning in order to equip the first generation students to be agents for social change, to live as proud citizens endowed with concern, compassion and conscience.

1. The College has been *AUTONOMOUS* for past **29** years and it has been *NAAC – ACCREDITED* with three completed cycles each with good score.
2. The Science departments are funded by *DBT-STAR* College Scheme. This on its own brings in quality in teaching and learning at the UG level. The recognition by the DBT, India is a great honour indeed!
3. College has established Postgraduation and research in most departments. A higher percentage of the faculty is highly experienced and who also seriously engage in research along with teaching. The faculty are organizing colloquia - seminars, workshops and conferences (State level, National level and some International).
4. There are *20 RESEARCH CENTERS* engaged in basic as well as specialised fields, some funded by Central agencies. Their research findings are published in peer reviewed research journals.

5. The college is involved in continual education endeavours like conducting add-on courses, certificate courses, soft skills and bridge courses.
6. Many departments offer consultation services to needy neighbours.
7. In order to inculcate the set value system the institution strives to train the youth with a *service learning* through *STAND* - the Outreach mode.
8. A plethora of activities has been on by various units and associations. The Hostel deserves a special mention for the creative way of having designed a student-friendly ambiance.
9. SXC's strong determination towards a *PREFERENTIAL OPTION FOR THE MARGINALIZED* is equally matched by the various scholarships the students could avail.

10. TEACHER EVALUATION FEEDBACK

The College Management has done the right thing in having done the feedback and evaluated it.

11. Last but not the least; SXC is blessed with the multifaceted and dedicated faculty who volunteer to shoulder additional responsibilities that support the administration of the college.

The team has also pointed out some areas for improvement. These aspects will be discussed in various forum and quality enhancement activities will be carried out.

Student Feedback on Teachers:

For odd Semester 2015-16, the process of getting student feedback on teachers was conducted on 7th&8th October 2015. The analysis of the feedback was handed over to Rev. Fr. Secretary and Rev. Fr. Principal. Rev. Fr. Secretary instructed the teachers to improve their performance based on the results of the evaluation.

For even Semester, the process of getting student feedback on teachers was conducted on 14th &15th March 2016.

The Student Feedback from U.G, P.G, and M.Phil students (exit poll) on all aspects of the campus was conducted on 16th March 2016.

The IQAC has sent questionnaire to parents, alumni/ae and employers seeking their feedback on quality- related institutional processes.

College Website

The website has been redesigned. In the new design the syllabus, the upcoming activities, information about staff members, the report of the academic activities and the details about Alumni/ae of each department can be uploaded in the space provided for each department.