



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution		ST. XAVIER COLLEGE
• Name of the Head of the institution	DR. FRANCIS CHEERANGAL	
• Designation	PRINCIPAL	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	8413085405	
• Mobile No:	8974533218	
• Registered e-mail	stxaviercollegejalukie@gmail.com	
• Alternate e-mail		
• Address	JALUKIE TOWN	
• City/Town	PEREN	
• State/UT	Nagaland	
• Pin Code	797110	
2.Institutional status		
• Affiliated / Constitution Colleges	Affiliated	
• Type of Institution	Co-education	
• Location	Rural	
• Financial Status	Self-financing	

• Name of the Affiliating University	Nagaland University				
• Name of the IQAC Coordinator	Gaikulung Andrew Panmei				
• Phone No.	8413085405				
• Alternate phone No.					
• Mobile	9366570787				
• IQAC e-mail address	iqac@stxaviercollegejalukie.org				
• Alternate e-mail address					
3. Website address (Web link of the AQAR (Previous Academic Year))	https://www.stxaviercollegejalukie.org/aqar				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.stxaviercollegejalukie.org/handbook_calender				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.12	2023	14/03/2023	13/03/2028
6. Date of Establishment of IQAC			02/12/2019		
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	
Institutional 1	Grant in aid	Department of Higher Education, Govt. of Nagaland	2023-24	200000	
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	5	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>Enhancement of Teaching-Learning Process by ensuring implementation of innovative teaching methods, promotes faculty development, and fosters a student-centered learning environment. For instance, the newly introduced Traditional Touch Day & Botanical Garden ensured added participative learning.</p>		
<p>Establishment of a Quality Culture through quality-conscious culture. It facilitates the continuous monitoring and evaluation of academic programs and institutional activities. Feedback systems from students, teachers, and alumni, are consistently maintained and improved over time to maintain quality.</p>		
<p>Promoting Research and Development : Encouraging faculty and students to engage in research activities. It supports, assists in organizing seminars, conferences, workshops, and promotes collaborations with other academic institutions.</p>		
<p>Enhancing Progress and development: IQAC acts as a key mechanism for a qualitative improvement in the holistic development of the college. Facilitates decision-making and implementing to raise resources for developing student support services, and infrastructure.</p>		
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
<p>Academics • Induction of new faculty members • Introduction of FYUGP as per guidelines of Nagaland University. • Certificate Courses</p>	<ul style="list-style-type: none"> • Inducted two Asst. Professors and one Librarian in January 2024 • Introduced FYUGP as per guidelines of Nagaland University in 2023-24 Academic Session • Started Computer Training under NEILIT • Tailoring Class was continued.
<p>Sign/renew MOUs and Conduct Collaborative activities</p>	<ul style="list-style-type: none"> • Signed MoU with Government College, Peren, Nagaland on 6th Sept. 2023 • On September 25 & 27, 2023, History Dept of St. Xavier College Jalukie and Peren Govt. College Peren conducted Faculty Exchange Programme. • Signed MoU with Jesus and Mary College New Delhi in October 2023. • On November 3, 2023, Mar Ivanios College (Autonomous) in Thiruvananthapuram, Kerala, in collaboration with St. Xavier College in Jalukie, Nagaland, organized a virtual session on Comparative Studies of Political Systems of the UK and USA.
<p>Organize Faculty Development Programmes</p>	<p>1. On 30th January 2024, one day Faculty Development Programme on NAAC and Quality Assurance was conducted by IQAC in the Conference Hall. 2. On 5th March, 2024, IQAC of organized Training on ERP (Enterprise Resource Planning) in the Conference Hall. 3. Exposure cum Experiential Learning in Nepal for faculty members in 28th May to 2nd June 2024.</p>
<p>Co-curricular Activities (Sports & Cultural Events)</p>	<p>1. On 29th & 30th Sept. 2023, Sports Committee organized Inter-Department Tourney 2. Secured Third Runner Up in the 7th edition of Lt. Captain N</p>

Kenguruse Memorial Football Tournament 2023 held from 1st to 9th Nov. 2023 3. 6 archers from St. Xavier College Jalukie represented Nagaland University along with Kohima College at North & East Zone Archery Tournament organized by Patiala University in Patiala, Punjab from 23rd - 26th December 2023.

4. From 7th to 17th February 2024, 30 Xavierites represented Peren District in the Nagaland Olympic at Sovima, Chumukedima.

5. Participated in the 3rd North East Olympic and Paralympic Games 2024, held from 18th - 23rd March, 2024 at Games village, Sovima, Chumukedima Nagaland. Ms. Suniya Mech and Ms. Nciepzeule of St. Xavier College Jalukie represented Nagaland (in Archery event) in the NE Games. They secured Silver Medals in the Indian Round Women team.

6. Conducted Annual Games and Sports event on April 16th - 17th, 2024.

Students Satisfaction Survey/Feedback Analysis

Conducted Feedback from various stakeholders of the college in April 2024

Extension /Outreach Activities through clubs/Cells

1. On 4th Aug. 2023, NYKS conducted a Children Camp at Samziuram. 2. 5th August 2023, Plantation Drive at Lamhainamdi Village by English Dept. 3. On October 7, 2023, Women's Cell members visited a widow and her family in New Jalukie. 4. NSS special camp was conducted in the adopted village, Samziuram A Block from December 18 to 21, 2023, where 17 volunteers involved village cleanup

activities and skill training sessions for the villagers. 5. On 8th Feb. 2024, St. Xavier College Jalukie facilitated AIDA's solar lamps distribution to four villages within the Peren district. 6. On 10th February, NSS volunteers organized a cleanliness drive in Jalukie town. 7. NSS unit -II organized special camp from 15th -17th February 2024 at Jalukie 'B' village, adopted village of the unit and carried out various social activities including relief efforts, cleanliness drive and visit of the Govt. Hihg School. 8. On Feb. 25, 2023 Campus Ministry organized Xavierite Kids Day Celebration 2024. 9. On March 3, 2024, a team of 9 members of Campus Ministry conducted Rosary prayer and community interaction at Adivasi Colony, Jalukie. 10. On March 16, 2024, a cleanliness drive was organized by the Department of Political Science, at Nkwareu village.

Development and Maintenance of Infrastructure & Learning Resources • Construction of Chapel • Botanical Garden • Construct New Staff Room • To set up ICT Facilities in all

- Inaugurated the College Chapel (Prayer Hall) on 21st Sept. 2023
- Inaugurated Xavierite Botanical Garden on 11th May 2024
- Constructed new Staff Room in June 2024
- WIFI connection was upgraded in the College

Skill Development • To facilitate trainings or certificate courses for skills development.

1. Women's Cell Tailoring Class, held from February 21st to April 23rd, 2024, witnessed remarkable success under the guidance of Ms. Ingausi, BA 6th Semester.
2. Career Placement Cell, in collaboration with the Nagaland

	<p>Pollution Control Board, organized a Bamboo Craft Workshop on February 23, 2024.</p> <p>3. From 18th - 30th September 2023, organized an Entrepreneurship Skill Development Programme in collaboration with Nagaland Tool and Training Centre.</p> <p>4. Successfully conducted Skill Training on Pickle Making Technician under PMKVY in December 2023.</p>
<p>Green Campus Initiatives • Trees Plantation drive • Cleanliness Drive</p>	<p>? 26.07. 2023 - Plantation Drive in the Campus (NSS) ? 05.08. 2023 - Cleanliness Drive (Floriculture & Eco Clubs/Pol. Sci Dept) ? 11.08.2023 - Tree Plantation Drive in the campus (Edn. Dept) ? 15. 09. 2023 - Social Work (NYKS) ? 16.09.2023 - Social work (English Dept.) ? 07.11. 2023 - Thokhu Emong Bird Count in the campus (Eco Club) ? 20 & 25.01.2024 - College Social Work ? 03.02.2024 - Plantation Drive in the College ? 09.03.2024 - Ginger plantation by Farmers Club ? 15.03.2024 - Installation of Birds' houses in the College Campus - Eco Club ? 16.03.2024 - Cleanliness Drive in the college ? 20.04.2024 - Construction of Greenhouses in the Botanical Garden ? 11.05.2024 - Plantation drive in the College ? 11.05.2024 - Campus Cleanliness Drive</p>
<p>Gender Sensitization activities</p>	<p>Gender Sensitization activities were carried through Women Cell</p>
<p>Submission of AQAR 2022-23</p>	<p>AQAR 2022-23 was submitted in May 2024</p>
<p>13. Whether the AQAR was placed before</p>	<p>Yes</p>

statutory body?	
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body	15/10/2024
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2022-23	18/03/2024
15. Multidisciplinary / interdisciplinary	
<p>St Xavier College Jalukie is fully prepared to introduce multidisciplinary/interdisciplinary programmes, as per the provisions and requirements of the National Educational Policy, subject to the guidelines of the Nagaland University. The curriculum of the present programmes can be revised accordingly. The college also has implemented FYUGP which allows students to choose courses from different disciplines. We have proposed new vocational programmes related to Agriculture/Horticulture and IT/Computer Science in which there are provisions for incorporating courses from different disciplines. The college has also applied for multidisciplinary skill courses under NSQF Aligned Courses of Sector Skill Council, aligned to Skill India programme, which gives a list of more than 1000 multidisciplinary courses. Computer Training Program under NEILIT was introduced in the academic year 23-24.</p>	
16. Academic bank of credits (ABC):	
<p>As per the guidelines of Nagaland University, the college collected relevant data and submitted the same to the university for necessary follow up regarding Academic Bank of Credits (ABC). The ABC system is transparent, and permits anywhere anytime learning. Students can also learn at their own pace and the multiple entry multiple exit system would be beneficial for students.</p>	
17. Skill development:	
<p>One of the pillars of education, as per globally accepted norms, is 'learning to do'. We believe that higher education should also enhance the skill developments in students. At present, we give skill courses like Computer Techniques, Tailoring, Archery, baking, pickle making, Agricultural Farming, etc. Importantly, the college</p>	

is working on a new project to set up skill hub to train students and young people of Peren district, Nagaland.

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

St. Xavier College Jalukie has proposed some steps to appropriate integration of Indian Knowledge system. 1. The College is situated in Nagaland and vast majority of students are tribals. Hence, cultural components are included in the curricular and cocurricular activities. 2. The College proposes to include offer courses in local languages alongside English, and also promote multilingual communication in classrooms. 3. Adequate weightage will be given to knowledge delivery through online courses. 4. The NCC cadets and NSS volunteers are trained in Yoga and we intend to extend this to the whole student community. 5. Local festivals and events are celebrated within the academic calendar. 6. To incorporate traditional knowledge systems into relevant courses. 7. Encourage interdisciplinary studies that blend traditional and modern knowledge. 8. Align courses with local skill needs and employment opportunities.

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

The University of Nagaland has implemented OBE based curriculum and we have also introduced the same. Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs) are given in the curriculum of various programmes and the same is communicated to students. Various components of these outcomes are mapped into the curriculum.

20.Distance education/online education:

We are ready to start distance/online courses as per the provisions of NEP. This will help the college to reach out to a wider section of society. The locational specific courses of the North East can be offered to anyone across the world through this facility of online courses. The geographical area of the state is so vast and sometimes it is not easy for all students to access education in direct mode. For such students distance/online mode will be beneficial. We are connected with NPTEL Local Chapter to facilitate SWAYAM courses for students. St Xavier College is a Study Centre (No. 2021) of the IGNOU and currently distance Education is effected through IGNOU BA & MA programmes. 82 students enrolled for IGNOU programmes in 2023.

Extended Profile

1.Programme

1.1	100
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	491
Number of students during the year	
File Description	Documents
Data Template	View File
2.2	200
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	127
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	22
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	24
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	15
4.2 Total expenditure excluding salary during the year (INR in lakhs)	70.42
4.3 Total number of computers on campus for academic purposes	50

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

St. Xavier College, Jalukie, permanently affiliated to Nagaland University, strives for excellence and holistic development through a multi-level endeavor.

1. Institution:

1. Annual Action Plan for effectively implementing the curriculum and the design of the University.
2. As per class routines, classes are conducted 5 days per week (08:15 AM to 03:15 PM).
3. Saturdays, except second and fourth, are allotted for co-curricular activities.

2. Faculty:

1. Participates in workshops, seminars, and training programs.
2. Prepares syllabus and lesson plans, question bank, and co-curricular activities.
3. Facilitates group discussions, presentations, case studies, project works, and practical sessions with digital tools and technology over traditional lectures.

3. Students:

1. Orientation on rules and regulations, syllabus and

learning outcomes, available learning resources and co-curricular activities.

2. Mentoring for academic and personal development; while slow learners are supported with remedial measures like extra classes, tests, etc., advanced learners receive extra attention to ensure better performance.
3. Participation at national or international youth forum/conferences, department seminars, workshops, paper presentations, debates, quizzes, sports, study tours, etc.
4. Maintenance of subject-wise notebooks.

4. IQAC

1. Reviews teaching-learning processes through feedbacks from students.
2. Maintains documentation for reference and review.

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)

St. Xavier College, Jalukie, permanently affiliated to Nagaland University, adheres to the Academic Calendar published by the University including for the conduct of Continuous Internal Evaluation (CIE).

Before the commencement of every academic year, IQAC prepares the College Academic Calendar in the light of the University guidelines. Serving as a roadmap for the academic year, the College Academic Calendar includes important dates of academic and co-curricular activities. Students, Faculty, and administrative staffs are well-informed to plan and execute their academic commitments systematically.

The Examination Committee, after consulting the College Management, prepares the Internal Tests Schedule, including list of invigilators, and notifies it to students and faculty. Question papers are usually set by concerned subject faculty and submitted to the Controller of Examinations (CoE) at least three days prior to the tests for necessary arrangements. The CoE also notifies any changes regarding syllabus and examinations.

By adhering to the academic calendar and continuous internal evaluation, the college upholds its commitment to providing quality education and an inclusive learning environment. The dedication of the college to this comprehensive approach to education prepares students for academic excellence and individual's holistic growth.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.stxaviercollegejalukie.org/uploads/Pathways_23_24.pdf

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.

C. Any 2 of the above

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 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	View File

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

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
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

64

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

64

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

St Xavier College, Jalukie emphasizes on holistic education by incorporating crosscutting issues into its curriculum. The inclusion

of professional ethics cultivates ethical decision making and integrity among students, preparing them for responsible professional roles. Gender awareness ensures that students are equipped with the understanding of gender dynamics, promoting inclusivity and equality in all aspects of their lives. Human values are a cornerstone of the curriculum, emphasizing empathy, compassion and respect for diverse perspectives. This nurturing of values contributes to the development of socially conscious individuals who contribute positively to society. Environmental consciousness and sustainability are pivotal in today's world. By integrating these concepts, the college equips students with the knowledge and skills to address pressing environmental challenges and make sustainable choices in their personal and professional lives.

The integration of these crucial elements including professional ethics, gender awareness, human values, environmental consciousness, and sustainability, fosters a well-rounded and socially responsible learning experience for its students. Thus, St Xavier College Jalukie imparts academic knowledge and instills essential life skills. This forward-looking approach prepares students to become responsible global citizens, competent professionals and compassionate contributors to a more equitable, ethical and sustainable world.

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	View File
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
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

189

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 from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.stxaviercollegejalukie.org/feedback

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 sanctioned seats during the year

200

File Description	Documents
Any additional information	View File
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

189

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

The institution is committed to catering to the diverse learning needs of its students by systematically assessing their academic

levels. Through continuous evaluation processes, such as class tests, internal tests, classroom interactions, presentations, and academic performance reviews, the institution identifies both advanced learners and slow learners. This data-driven approach ensures that tailored interventions can be implemented to enhance the learning experience for all students.

For advanced learners, the institution facilitates their participation in seminars, workshops, and mentorship sessions. These initiatives challenge their intellectual abilities and help them achieve higher levels of academic excellence.

For slow learners, the institution provides remedial programs designed to strengthen their foundational knowledge and skills. Personalized attention is offered through mentoring, peer support systems, special classes, and additional tests aimed at addressing specific learning gaps. Additionally, innovative teaching methodologies, such as interactive learning and technology-based tools, are employed to make the learning process more engaging and effective.

By fostering an inclusive learning environment, the institution ensures that every student, irrespective of their learning pace, receives the support they need to succeed academically and develop holistically.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
491	22

File Description	Documents
Any additional information	View File

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

At St. Xavier College Jalukie, student-centric methods are at the core of the teaching-learning process, emphasizing active engagement and holistic development. The institution integrates experiential learning and participative learning to make education interactive, meaningful, and relevant.

Experiential learning is promoted through activities that enable students to apply theoretical concepts to real-world scenario. Field trips, internships, and community-based services provide hands-on experiences, fostering critical thinking and problem-solving skills. For instance, students engage in environmental studies projects and social outreach programs that deepen their understanding of academic content while instilling a sense of responsibility and empathy.

Participative learning is encouraged by creating collaborative learning environments. Group discussions, debates, role-plays, and peer teaching sessions ensure active student involvement in the classroom. Through these methods, students develop communication, teamwork, and analytical skills. Additionally, platforms for co-curricular activities, such as seminars, workshops, and student-led initiatives, empower learners to contribute ideas and take ownership of their education.

By blending these innovative approaches, the college nurtures a culture of inquiry and creativity. The focus on student-centric methods ensures that learners not only acquire knowledge but also build the skills and values needed for personal growth and societal contribution.

File Description	Documents
Upload any additional information	View File
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

At St. Xavier College, Jalukie, teachers leverage Information and Communication Technology (ICT) tools to enhance the teaching-learning process significantly. Key tools include Power Point projectors, smart boards, televisions, Google Classroom, and WhatsApp.

LCDprojectorsare extensively used to deliver visually engaging

lectures, making complex concepts easier to understand through multimedia presentations. Smart boards offer interactive learning experiences, allowing teachers to present dynamic lessons and students to engage directly with the content. Televisions are used for educational broadcasts and videos, enriching the classroom environment with diverse learning materials.

Google Classroom plays a pivotal role in organizing coursework, distributing assignments, and facilitating communication between students and teachers. It allows for a streamlined approach to manage class activities, provide feedback, and track student progress. Additionally, it supports a blended learning environment where students can access resources and assignments online, promoting self-paced learning.

WhatsApp is employed for quick communication and updates. Teachers use it to share important announcements, reminders, and supplementary resources, ensuring that students stay informed and engaged outside the classroom.

Overall, the integration of these ICT tools at St. Xavier College, Jalukie, significantly enhances the educational experience, making teaching and learning more effective and interactive.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.stxaviercollegejalukie.org/ict_facilities

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

17

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

22

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
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

1

File Description	Documents
Any additional information	View File
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

80

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 mechanism of internal assessment in St. Xavier College, Jalukie is meticulously designed, adhering to Nagaland University's guidelines, to ensure transparency and robustness, both in terms of frequency and mode of assessment.

The college handbook informs students on assessment procedures and rules. Two Internal tests, a Written assignment and a topic-based presentation are conducted every semester. Daily and monthly attendance bulletins ensure students are informed. Guidelines, notices and routines for internal tests and assignments or presentations are provided well in advance, allowing students ample time to prepare and plan accordingly.

The teachers evaluate student's performance diligently. Each evaluation is then authenticated by the Principal. This dual validation ensures fairness and accuracy in assessing student performance. Answer scripts are shared with students for clarification, fostering transparency. Students are informed of their internal assessments results through college notice board and ERP allowing them to promptly check their grades and understand their strengths and areas for improvement.

Overall, the internal assessment mechanism at St. Xavier College Jalukie stands as a testament to the institution's commitment to transparency, fairness, and student-centric education. Through clear communication, rigorous evaluation, and accessible results, the college fosters an environment of academic excellence.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

St. Xavier College, Jalukie has established a transparent, time-bound, and efficient mechanism to address grievances related to internal examinations. This system ensures that students can raise concerns about evaluation, marking, or any examination-related issues in a fair and approachable manner.

Procedures regarding grievances related to internal examinations are reflected in the College's Policy on Internal Examination related grievances. The Controller of Examinations, under the guidance of the Principal, directly deals with such grievances as and when necessary to ensure fairness. After a thorough review, the Controller of Examinations communicates its decision to the student promptly. If the grievance requires corrective action, such as mark adjustments or re-evaluation, it is implemented immediately, ensuring minimal delay. If the student is not satisfied with the resolution, they may escalate the matter to the Principal for a final review.

This mechanism fosters trust by maintaining transparency, adhering to deadlines, and ensuring accountability, reflecting the college's commitment to student welfare and academic integrity.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

St. Xavier College, Jalukie offers five Bachelor of Arts programs, following a curriculum approved by Nagaland university, which incorporates Program Outcomes (POs) and Course Outcomes (COs) for each course.

The POs cover disciplinary knowledge, communication, problem-solving, research skills, teamwork, and ethical awareness. Education students acquire an understanding of pedagogy, contemporary Indian educational policies and scenario and educational management. English course provides communication efficiency, command over structures and genres of English literature. In-depth knowledge of

historical periods and perspectives forms the core COs of History. Political Science provides knowledge of political systems and governance with critical thinking. Sociology provides understanding of societal nature and issues aided by sociological concepts and theories.

Teachers and students are aware of the stated Programme and Course Outcomes of the Programmes offered by the institution. POs and COs are included in the College website, College Handbook and are displayed in every department classrooms. Teachers orient the students about POs and COs in their classes for a comprehensive and purposive dissemination of knowledge and information. Overall, POs and COs give a sense of direction to the faculty and students in the teaching-learning process to achieve well defined educational outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.stxaviercollegejalukie.org/courses
Upload COs for all courses (exemplars from Glossary)	View File

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

St. Xavier College, Jalukie has a well defined Programme Outcomes (POs) and Course Outcomes (COs). The college measures the attainment of Programmes and Course Outcomes through various ways:

1. Internal assessments such as class tests, Internal Tests, Project works, Presentations, Assignments, and group discussions.
2. Regular collection of data on students' performance.
3. Analysis of student's results.
4. Collection of Feedback from students and teachers.
5. Mentoring also aims to assess the progress of students.
6. Individual student's learning levels are communicated for self awareness and improvement.

7. Parents and guardians are also made aware of his/her ward(s) learning levels and progress.

8. Documentation for further actions.

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

127

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	View File
Paste link for the annual report	https://www.stxaviercollegejalukie.org/uploads/annual_report_2023_24.pdf

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://www.stxaviercollegejalukie.org/feedback>

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)

0

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

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

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

0

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

27

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

5

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

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

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

2

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

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

At St. Xavier College, Jalukie, extension activities form an integral part of the institution's mission to foster holistic development among students. Throughout the year, the college organizes various initiatives within the neighborhood community, aiming to raise awareness about pressing social issues and instill a sense of responsibility among students.

These activities focus on topics such as environmental conservation, health and hygiene, literacy promotion, and community empowerment. Students actively participate in awareness drives, cleanliness campaigns, tree-planting programs, and workshops addressing societal challenges like substance abuse, gender equality, and mental health. Through these efforts, they develop leadership skills, and a deeper

understanding of the world around them.

One of the most significant impacts of these initiatives is the bridge they build between the students and the community. By engaging with diverse groups, students contribute to societal well-being and also gain valuable insights into real-world problems. This experiential learning process cultivates critical thinking, teamwork, and a commitment to social justice.

Extension activities at St. Xavier College go beyond academics, nurturing socially conscious individuals prepared to make meaningful contributions to society. These efforts leave a lasting impact on both the students and the community, embodying the college's vision of holistic education and service.

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

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

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

4

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - 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

3.3.3.1 - 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

13

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

432

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

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

9

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

6

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.

St. Xavier College, Jalukie boasts an impressive array of facilities conducive to effective teaching and learning.

The classrooms are spacious and equipped with modern amenities such as proper ventilation, lighting and furniture. The institution provides teaching aids like whiteboards, projectors, Pointer, tape recorders, speakers, smart board and Wifi connection.

A semi-automated library facilitates a congenial study environment with diverse learning materials such as books, newspapers, magazines, journals, maps, globe, question bank, research papers. It also provides computers and access to e-resources like e-journals / e-books with the future plans for digital library. The library has Computers, Printers, Scanners and Photocopiers to serve the academic needs of students.

The computer lab provides hands-on experience for learners with sufficient PCs and necessary equipments with internet facilities. Regular maintenance and upgrades are conducted to minimize e-wastes and keep up with the latest technology trends.

Seminar and conference halls, including an auditorium which accommodate over 1000 individuals, are utilized for various events ranging from Sports and games, cultural programs, seminars and talks

by guest speakers.

The college campus including classrooms and library is under CCTV surveillance for security purposes. This ensures a safe environment for the administration and learners.

File Description	Documents
Upload any additional information	View File
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.

St. Xavier College Jalukie boasts a vibrant atmosphere enriched with ample facilities for cultural activities, sports, and games. This reflects its commitment to nurture and enhance young talents and abilities.

The College has standard facilities for cultural and sports activities as listed in the table given below.

Facilities

Nos.

Khelo India Archery Centre

1

Race tracks

1

High Jump

1

Long Jump

1

Shot put

2

Discuss Throw

2

Javelin Throw

2

Football Ground

1

Futsal ground

1

Volleyball Courts

2

Basketball Court

1

Badminton Courts (indoor)

2

Badminton Court (Outdoor)

1

Cricket

1

NCC Park

1

Outdoor Chess

1

Table Tennis

1

Carom

1

Auditorium

1

The college organizes cultural and sports events, creating opportunities for students to compete, excel and hunt their talents. Events like Falcon Fest and the annual college week offer platforms for students to showcase their talents in dancing, singing, essay competitions, debates, dramatics, music and floral decoration. Clubs like NCC, NYKS, NSS, RRC, Cultural Club etc. facilitate student's participation at state, regional or national events or competitions like Nagaland Olympics. Special emphasis is given on cultural performances fostering cultural inclusivity.

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.

9

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

File Description	Documents
Upload any additional information	View File
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)

21.05

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)

The college library operates seamlessly through its automation using the Integrated Library Management System (ILMS), BrightBee College Management System which was fully automated in 2024. The library employs BrightBee Version 10.4 to manage essential functions such as cataloging, circulation, acquisition, and user management. This advanced system simplifies access for students and staff, offering an intuitive interface that enables users to search for books and resources with ease, minimizing manual intervention. Real-time updates ensure that the availability of resources is accurately reflected, enhancing efficiency and reliability.

The system significantly benefits staff by streamlining workflows. Routine tasks like issuing and returning books, generating reports, and sending reminders are handled automatically, saving time and

reducing errors. BrightBee's robust data management features prioritize the security and confidentiality of user information, fostering a safe digital environment. Moreover, the system's customizable options allow the library to adapt it to specific institutional needs, ensuring a tailored and effective resource management experience.

This technology-driven approach enhances the library's ability to focus on its primary mission—promoting knowledge and learning. By utilizing BrightBee Version 10.4, the library aligns itself with contemporary academic standards and practices, creating a user-friendly, efficient, and secure environment for all its patrons.

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 **B. Any 3 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)

0.32

File Description	Documents
Any additional information	View File
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

61

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

In March 2024, St. Xavier College Jalukie underwent significant updates to its IT facilities, ensuring seamless connectivity and access to digital resources. Airtel, a prominent telecommunications provider, was presumably involved in enhancing the college's Wi-Fi infrastructure, reflecting a commitment to delivering high-speed internet services for the learners effectively.

These updates likely encompassed the installation of robust Wi-Fi networks across the campus, enabling students and faculty to connect their devices and access online resources from any location within the college premises.

Video Lecture Making Facility: A well-equipped media room is available for faculty members to create and produce their video lectures, enriching for the learning experience.

Projectors: Projectors are integrated into the teaching and learning process enhancing the effectiveness of classroom instruction.

Moreover, these updates may have involved the implementation of advanced security measures to safeguard the integrity and privacy of

data transmitted over the network, ensuring a secure and reliable online environment for all users.

By investing in the latest IT infrastructure and partnering with reputable service providers like Airtel, St. Xavier College demonstrates its commitment to staying at the forefront of technological advancements, empowering its community with the tools and resources necessary to thrive in an increasingly digital-centric world.

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

4.3.2 - Number of Computers

50

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

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)

49.37

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

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.

The college has a comprehensive system for maintaining and utilizing its physical, academic, and support facilities. Budget allocation starts with proposals presented to the Finance Committee and final approval by the Governing Body.

Physical Infrastructure Maintenance: Funds are allocated for repair and maintenance, whitewashing, upgradation of the Physical Infrastructures in the college.

Library and Library Committee: A well-equipped library with a multi-disciplinary collection managed by a committee comprising the administrator, principal, vice-principal and librarian.

Sports Committee: College sports committee along with teaching staff, student coordinators, and management, oversees various games and sports related activities, purchases, and maintenance of sport equipment.

Classrooms and Computers: Management authority, computer instructor and teachers maintain classrooms as well as handle computer equipment and upgrade the same.

NSS, NYKS, RRC, Floriculture and Eco-club: Promotes green initiatives through eco-awareness programs, planting sapling and maintenance of gardens.

Sustainable Energy Management: Sustainable Energy Management implements vermi-composting, solid waste management, and rainwater harvesting for environmental sustainability.

Stock Keeping and Complaint Registry: Stock Keeping and Complaint Registry maintains separate register for various items, and provides

a complaint box facility for urgent redressal of any issue.

The budgetary provisions support for the conduct of seminars, workshops, and special talks on various topics.

File Description	Documents
Upload any additional information	View File
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

218

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
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

62

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	www.stxaviercollegejalukie.org
Any additional information	View File
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

899

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

899

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

A. All of the above

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

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

8

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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

24

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

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.

20

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
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 ensures active student representation and engagement in administrative, co-curricular, and extracurricular activities through a well-structured student council and participation in various committees/clubs. Adhering to established processes and norms, students are given a platform to voice their opinions, contribute to decision-making, and participate in governance. Representation on bodies like the Students' Grievances Redressal and anti-ragging committees ensures their involvement in shaping institutional policies. Additionally, students are encouraged to lead and organize events, cultural programs, and social initiatives, fostering leadership, teamwork, and holistic development. This inclusive approach nurtures responsible individuals ready to contribute to society.

The following is the list of Clubs/Committees having student representation and engagement.

1. Students Council
2. Class Representatives
3. Department Leaders
4. National Cadet Corps
5. National Service Scheme Units 1 & 2
6. NYKS
7. Red Ribbon Club
8. Women Cell
9. Campus Ministry
10. Consumers Club
11. Eco Club
12. Electoral Club
13. Farmers Club
14. Floriculture
15. Legal Literacy Club
16. English Language Club
17. Campus Ministry
18. Campus ambassador

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

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

45

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
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)	View File

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 Alumni Association has been actively functioning in the college. The Association is actively engaged in the financial contributions necessary for the requirement of the college. They have been the foremost contributors in the construction of College Chapel (prayer hall) in the college. They were engaged in conducting annual games and sports for the students. They have adjoined along with the NCC on many programs. Differently abled alumni also presented the career guidance program for the students. The college staff also has alumni present in it.

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

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

St. Xavier College, Jalukie is a registered society and operates under the guidance of the Catholic Church, Diocese of Kohima, with the Bishop as Chairman. Its motto is "To Learn and Serve." Believing in the power of education to empower individuals, it inspires learners to pursue excellence and become responsible citizens.

Vision and Mission Statement

Adhering to its vision and mission, the College fosters a nurturing environment for holistic development and transformation of individuals and society.

Decision Making

- Governing body collaborates with principal and staff for academic ambiance and mission.
- The College Management consults with IQAC, HoDs, Staffs, various committees, and Students' coordinators to promote a decentralized and participative decision-making.
- Regular meetings and interactions with teaching, non-teaching, and administrative staff for planning and executing academic and co-curricular programs.
- IQAC facilitates regular feedback from stakeholders (teachers, students, alumni, parents) to enhance teaching-learning processes in the college.
- Students' coordinators involved in planning and executing extracurricular and extension programs.
- Teachers-in-Charge supports the Principal in strategic and perspective plans through department members.
- Staffs decide on important events of the college like Graduation Day, Sports Meet, and Fresher's Day, assigning respective groups for organization.

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

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

The effective leadership of the institution is visible in its decentralized and participative governance system. The management of the institute has Governing Body (GB), Management Committee, IQAC, and Head of Departments.

Institute level

The Principal, head of academic and administrative concerns of the college, consults the Head of Departments while taking certain important decisions of the institute.

Department level

The Department Heads look after department affairs and report to the Principal. Moreover, staff members can give suggestions and ideas for improvement.

Participative management

The institute promotes participative management. Staff and students involve in various activities. Wherever students and faculties cannot take final decisions, they can make suggestions to improve the teaching-learning processes of the college.

1. Strategic Level

The Principal and staff members jointly make policies and procedures pertaining to admission, examinations, placement, discipline, grievance, counseling, training & development, and library services

2. Operational level

All the staff members, under the guidance of the principal, actively participate in implementing the policies, procedures, and framework designed by the management in order to achieve the quality standards in the light of its vision and mission. Office staff is involved in

executing day to day support services for students and faculties.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional Strategic Plan has been effectively implemented by emphasizing skill development through the successful deployment of a computer course. The course is strategically designed to cater to diverse skill levels, from basic digital literacy to advanced computing applications.

The course titled: Computer Application and Networking spanned for about 10 months with 4 classes per week. The course was guided by Sir Dominic Mate and Ms. Puiranglungle. 20 students successfully completed the course. It equipped participants with essential knowledge in areas such as word processing, spreadsheet management, internet usage, and multimedia tools. Learners gain practical, job-ready skills that enhance their employability and productivity.

The program's success stems from its focus on hands-on training, regular assessments, and integration of the latest technological advancements. By fostering digital empowerment, the institution not only addresses the immediate skill gaps in the community but also prepares individuals to adapt to future technological challenges. This initiative highlights the institution's commitment to delivering its strategic vision of holistic education and skill enhancement, paving the way for sustained socio-economic development.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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.

The college is managed by Catholic Church, Diocese of Kohima, with Bishop as the Chairman and is affiliated to Nagaland University. There are 12 members in the governing board. These members are responsible for making major decisions, setting policies and providing strategic direction to the College.

The Principal is the chief executive officer of the college. The Principal is supported by the Teachers-in-charge who help in executing the strategic and perspective plans. The Administrator is responsible for managing the administrative functions such as finance, human resources, infrastructure and general operations. Vice-Principal plays a pivotal role in maintaining discipline, fostering a positive learning environment and managing faculty and staff. The staff council consists of faculty and administrative staff members. The IQAC monitors evaluate and enhance quality in the college's academic processes. HoDs supervise curriculum development and departmental operations. The faculty members' are In-charge of each clubs and committees. To strengthen the idea of participative decisions making, the Principal of the College does the consultation with the staff members and student representatives.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.stxaviercollegejalukie.org/uploads/organogram.pdf
Upload any additional information	View File

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	View File
Screen shots of user interfaces	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

The College prioritizes a supportive atmosphere for teaching and non-teaching staff. Our employees are our greatest strength, and we implement effective welfare activities and programs to motivate them to perform their best.

- Interest-free loans for teaching staff: Up to One Lakh for regular staff and up to 50,000 for staff in probation.
- Interest-free loans for non-teaching staff: Up to 25 thousand for regular staff and up to 15,000 for staff in probation.
- Quarters are provided in the campus for outstation teaching and non-teaching staff, with no maintenance cost.
- Casual leave of up to 10 days for both teaching and non-teaching staff.
- Paid leave for attending competitive exams, seminars, conferences, or training programs, up to three days per semester.
- Other Leave entitlements as per service rules.
- Salary increment for publication of research paper in Journals or books.
- Financial assistance towards faculty development programmes.
- Provident Fund (PF) benefits for all staff.
- Institution-sponsored gratis expedition for teachers, through a complimentary travel experience.
- Gifts are provided to teachers on special occasions.

These welfare measures and incentives have made the staff members more effective and dedicated to the college's vision and mission.

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

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

3

File Description	Documents
Upload any additional information	View File
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

3

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

23

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 College Jalukie maintains Performance Appraisal System for teaching and non-teaching staff. It aims to foster the review of professional conduct and growth of teaching and non-teaching staffs of the college.

The appraisal system for teaching staff covers various areas of performances like teaching, classroom management, evaluation of students, mentoring of students, research, professional/faculty development achievements, involvement in co-curricular and extracurricular activities in and outside the college.

The appraisal system for non-teaching staff focuses on areas such as effective office management, efficiency in documentation and effective communication skills and dealings with student and parents' community.

The appraisal of staffs is important and crucial for assuring quality education environment and professional development of the staffs. Through such practice the college aims to engineer professionals in education industry responsible for producing quality minds out of the learners.

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

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 conducts internal and external financial audits regularly. The Finance Committee convenes regular meetings on the college's financial affairs, closely supervised by the Accountant, and subject to prior authentication and authorization by the Principal and the Board of Management. The Administrator maintains comprehensive financial accounts for all transactions, adhering to the guidelines of the governing body. Competent auditors, appointed by the governing body, undertake periodic internal and external audits to assess financial compliance and performance.

Internal Audit

The governing body appoints duly qualified accountants responsible for the preparation and meticulous auditing of financial records.

Audits are conducted biannually and annually, and comprehensive reports are compiled and submitted to the governing body for review, follow-up, and necessary actions.

External Audit

The governing body appoints government-recognized chartered accountants to compile and audit the college's financial accounts annually, following government norms and procedures. All receipts and payments are processed through banks, except transactions totaling less than ten thousand.

Comprehensive details of each receipt and payment are recorded through payment vouchers and receipts, ensuring systematic documentation.

College fees are collected, and staff salaries are deposited directly into their respective personal bank accounts, complying

with relevant billing procedures.

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

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)

0.27

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
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 College has strategies for mobilization of funds and financial resources.

- Annual budget is prepared by Administrator, verified by Principal and forwarded to Diocesan administrator for approval.
- The financial administrator and the Principal jointly sign every financial transaction, and carry out all the financial transactions through the bank only.
- The college gets its financial resources through ways such as:
 - Tuition fee collected for self-financing courses
 - Fee for various forms, certificates,
 - Financial assistance from the sponsoring society.

Transparency and accountability of all transaction is maintained through vouchers and cash memos which are audited internally.

Utilization of Resources

- Fees received from students are used for development of the college and staff salaries, and are properly audited.
- Collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through Cheques/Electronic mode. Only authorized persons by management can operate the transaction through the bank.
- Library services and Sports services are strengthened and infrastructure is increased.
- Seminars and workshops are organized. National and International Conferences are attended by both the staff and students.
- Field trips and industrial visits are organized for students.

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

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

IQAC has institutionalized two practices - Academic Excellence awards and student's financial support mechanism - for the upliftment of the students and the institution.

1. Academic Excellence Awards recognizes and motivates students who excel in their academic performance thus instilling a sense of healthy competitive spirit among the students.
1. Nagaland University Toppers Award: Any student from St. Xavier College who tops the university degree examination.
2. Smart Starter Award is given for those new students with highest percentage in the +2.
3. Payback award: get fee-payback with the marks
 - 90% End- semester Exam marks - 100% monthly Fee Payback
 - 85% End- semester Exam marks - 50% monthly Fee Payback
 - 80% End- semester Exam marks - one month Fee Payback
 - 75% End- semester Exam marks - 100% Fine Fee Payback

2. Student's financial support mechanism

1. Earn and Learn initiative allows students to earn money (Rs. 50 per hour) by performing manual tasks after the class hours. These tasks includes library related works, watering flower pots, planting flowers, cleaning and mopping and in the college garden. This program not only helps students financially but also teaches them valuable skills.

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

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

The institution, through IQAC, reviews the teaching-learning process, methods of operation and its outcome on a regular interval and takes appropriate steps and actions for improvements and better results.

Review of teaching-learning process

1. Syllabus and Lesson Plan: For implementation of teaching-learning reforms in view with the new pedagogy of teaching skills Syllabus and Lesson Plan is prepared systematically and submitted every semester.
2. Result Analysis: In order to evaluate the students' performance, the IQAC has initiated steps to come up with a comprehensive result analysis of all individual students. It helps the teachers to appraise their own performance and make appropriate changes in their teaching methods to improve their quality of teaching.

Students support for academic excellence and well-being

1. Based on their performances in internal and external tests or examinations, the weaker students are identified and remedial measures are provided to improve their performance.
2. Mentoring sessions provide for one-to-one student-teacher interaction, aiming at student's wellbeing and progress.
3. Departments of the college conduct Parents-Teachers meetings to provide collaborative efforts towards the learning and growth of students.

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

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)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.stxaviercollegejalukie.org/uploads/annual_report_2023_24.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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 College, Jalukie promotes and ensures gender equity and the well-being of female students and staff through Women's Cell, Anti-Sexual Harassment, and Anti-Ragging Committee. Women Cell draws up annual gender sensitization plan of the institution including several initiatives fostering supportive and inclusive environment.

To ensure gender equity, the college incorporates diverse perspectives into curricular and co-curricular activities. Seminars, publications, competitions, outreach programmes and skill trainings were organized to raise awareness about inclusivity and

gender issues.

For safety and security, additional measures were implemented, including the installation of more CCTV cameras, improved lighting in campus areas, and the enhancement of security protocols. Awareness campaigns on personal safety and emergency response were conducted to empower women with self-reliant knowledge and skills. Counselling services were further enhanced to cater specifically to the needs of women. Common room/infirmary for women was renovated and equipped with facilities to enhance comfort and convenience.

It actively promotes the participation of women in leadership roles and decision-making processes whereby they have 50% share in student organizations, clubs, and committees.

Overall, St. Xavier College's initiatives during 2023-24 demonstrate its ongoing commitment to promoting gender equity and providing a safe and supportive environment for all.

File Description	Documents
Annual gender sensitization action plan	https://www.stxaviercollegejalukie.org/women
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://www.stxaviercollegejalukie.org/uploads/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

B. Any 3 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

The institution fosters a clean and sustainable environment by effectively managing both degradable and non-degradable wastes. The college offers facilities and initiatives to ensure proper waste management within its campus. For degradable waste, the college has implemented an efficient waste segregation system. Various waste bins are strategically placed throughout the campus, clearly labelled for the segregation of biodegradable waste. These waste bins are regularly emptied, and the segregated waste is directed to appropriate disposal methods. To further address degradable waste, the College has established a Vermi- composting facility. This facility utilizes organic wastes to produce nutrient-rich compost which is then used in the college's gardens and landscaping, promoting sustainability and reducing the need for chemical fertilizers. For non-degradable waste management, the college has implemented a comprehensive recycling program. Separate bins are provided for the collection of e-waste and recyclable materials such as plastic, glass, metal, and paper. These materials are collected and sent for recycling to reduce the amount of waste sent to landfills. In addition to waste segregation and recycling, the college also promotes awareness regarding waste management. Workshops and awareness campaigns are conducted to encourage students and staff to adopt responsible waste disposal practices.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://www.stxaviercollegejalukie.org/uploads/waste.pdf
Any other relevant information	No File Uploaded

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

A. Any 4 or all 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:

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment

B. Any 3 of the above

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

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

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).

St. Xavier College, Jalukie develops and implements policies that explicitly promote diversity and inclusion. These policies outline the institution's commitment to creating a welcoming and inclusive environment for all students, staff, and faculty members. The institution believes in respecting and being inclusive of all background. As an institution we address issues related to cultural, linguistic, and socioeconomic diversity, as well as discrimination, harassment, and bias by developing inclusive curricula, strict policies and grievance mechanisms that reflect the diversity of the student population. This involves integrating diverse perspectives and examples into educational materials and textbooks as well as the existence of the Anti- ragging Committee, Legal Literacy club and Women Cell which help to build and promote ethical, cultural and spiritual values among the students and staff.

The college organizes sensitivity training programs, seminars and workshops for students, faculty, and staff. These initiatives aim to raise awareness about unconscious biases, stereotypes, and cultural misunderstandings. Collaboration and extension services with

community organizations and social service agencies are seen through joint events, workshops, and outreach programs. These initiatives foster understanding and collaboration among community members, promoting a more inclusive society that extends beyond the institution's boundaries, creating a positive social impact.

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

The college provides opportunities to students and staff to engage in meaningful discussions and events that focus on constitutional literacy. Student's participation in assembly, curricular and co-curricular activities, celebrations of important days, work experiences, sports, and social service camps can help them in inculcating the values of co-operation, mutual regards, honesty, integrity, discipline and social responsibility.

Seminars and workshops are conducted on relevant topics to create awareness and sensitizing the students and employees on constitutional obligation. Various subjects offered by the college, allow individuals to gain an in-depth understanding of ethical principles, social justice, and civic engagement. It fosters critical thinking, empathy, and a sense of moral responsibility, enabling them to actively uphold constitutional ideals.

The morning assemblies of the college provide valuable opportunity to sensitize students and employees while inculcating important values. Through inspiring speeches, thought-provoking discussions, and motivational activities, the assembly instills values such as discipline, integrity, and empathy. It creates a positive environment that promotes character development, social awareness, and a sense of belonging.

Competitions and sports organized by the college promote teamwork, fair play, and adherence to rules, which instill values aligned with the constitution. Students and employees learn about equality, justice, and freedom through participation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

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 **A. All of the above**

4. Annual awareness 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 celebration of various festivals, national and international days, commemorative events is an integral part of college activity in promoting unity, inclusivity and harmony. Celebration of national events like Independence Day, Republic Day, Gandhi Jayati day promotes a sense of pride and Patriotism in the hearts of the students and staff alike. The college also makes efforts to promote cultural diversity by conducting literary and cultural festivals like Cos fest, Falcon Fest yearly. This encourages understanding and respect of different traditions and customs and at the same time promotes a sense of belonging within the college. The college also takes pride in celebrating international events like International Yoga Day, International Women's Day, World Environment Day,

International Youth Day. These events offer numerous benefits for students as it promotes holistic well-being, gender equality, environmental responsibility, and youth engagement, providing a global perspective and fostering cultural awareness. Participating in such celebrations enhances students' organizational, leadership, and communication skills, while also encouraging critical thinking and problem-solving.

These events can provide educational opportunities by teaching students about historical events, significant personalities, and important global issues. Organizing events fosters a sense of community and belonging among students, faculty, and staff. It encourages teamwork and collaboration.

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	No File Uploaded

7.2 - Best Practices

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

Payback Award

Objectives

- To allow student that would otherwise have problems financially in attending college.
- To encourage the hard working and talented students in their studies.

Context

Meritorious students in semester examinations scoring 90% gets 100% monthly fee payback, 85% gets 50% monthly fee payback, 80% gets one month monthly fee payback, and students scoring 75% gets 100% fine payback.

The Practice

It was started in 2019 and beneficiaries increase every year.

Evidence of Success

Reducing students' financial burden allowing them to focus on their education.

Increase in the number of awardees.

Challenges

1. Limited funding

2. Monitoring and evaluation: Tracking the students' academic performance and achievements require dedicated resources.

EARN AND LEARN

Objectives

- To develop and expose work culture among the students before actual employment in the real world
- To make education accessible to the economically marginalized and meritorious students.

Context

Each student is paid Rs. 50 on an hourly basis.

Practice

It is available to students willing to work. It encourages students earning while learning for their expenses.

Evidence of Success

The programme has helped several students facing financial problems. The number of applicants who seek aid is on rise.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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 institution is dedicated to providing quality education to rural tribal areas, empowering underprivileged youth. By leveraging the rich cultural heritage of tribal communities, including handicrafts and folk traditions, it aims to create sustainable employment opportunities. With ongoing infrastructure development, the college seeks to establish a conducive environment for advanced studies and research.

The campus is designed as a 'Greener Campus,' striving to be a tobacco-free, eco-friendly, and hygienic space. Recognized as the District Green Champion of Peren by the Mahatma Gandhi National Council of Rural Education, the institution fosters a supportive, sustainable ambiance.

This environment stems from the Xavierite community's core strengths: a peaceful teaching-learning culture balancing growth and sustainability; excellent academic performance; a shared vision and cohesive teamwork; eco-consciousness and respect for nature; and skill enhancement initiatives for holistic development and employment opportunities. Vocational training leverages the region's agricultural potential, creating a greater impact.

The college's inclusive atmosphere unites staff, students, and faculty, transcending distinctions and promoting harmony. Social commitment programs engage the entire community, shaping graduates who are intellectually competent, morally upright, spiritually inspired, and socially committed. Xavierites become ambassadors of the college, exemplifying its values and contributing meaningfully to society.

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

St. Xavier College, Jalukie, permanently affiliated to Nagaland University, strives for excellence and holistic development through a multi-level endeavor.

1. Institution:

1. Annual Action Plan for effectively implementing the curriculum and the design of the University.
2. As per class routines, classes are conducted 5 days per week (08:15 AM to 03:15 PM).
3. Saturdays, except second and fourth, are allotted for co-curricular activities.

2. Faculty:

1. Participates in workshops, seminars, and training programs.
2. Prepares syllabus and lesson plans, question bank, and co-curricular activities.
3. Facilitates group discussions, presentations, case studies, project works, and practical sessions with digital tools and technology over traditional lectures.

3. Students:

1. Orientation on rules and regulations, syllabus and learning outcomes, available learning resources and co-curricular activities.
2. Mentoring for academic and personal development; while slow learners are supported with remedial measures like extra classes, tests, etc., advanced learners receive extra attention to ensure better performance.
3. Participation at national or international youth forum/conferences, department seminars, workshops, paper presentations, debates, quizzes, sports, study tours, etc.
4. Maintenance of subject-wise notebooks.

4. IQAC

1. Reviews teaching-learning processes through feedbacks from students.
2. Maintains documentation for reference and review.

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)

St. Xavier College, Jalukie, permanently affiliated to Nagaland University, adheres to the Academic Calendar published by the University including for the conduct of Continuous Internal Evaluation (CIE).

Before the commencement of every academic year, IQAC prepares the College Academic Calendar in the light of the University guidelines. Serving as a roadmap for the academic year, the College Academic Calendar includes important dates of academic and co-curricular activities. Students, Faculty, and administrative staffs are well-informed to plan and execute their academic commitments systematically.

The Examination Committee, after consulting the College Management, prepares the Internal Tests Schedule, including list of invigilators, and notifies it to students and faculty. Question papers are usually set by concerned subject faculty and submitted to the Controller of Examinations (CoE) at least three days prior to the tests for necessary arrangements. The CoE also notifies any changes regarding syllabus and examinations.

By adhering to the academic calendar and continuous internal evaluation, the college upholds its commitment to providing quality education and an inclusive learning environment. The dedication of the college to this comprehensive approach to education prepares students for academic excellence and individual's holistic growth.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.stxaviercollegejalukie.org/uploads/Pathways_23_24.pdf

<p>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 process of the affiliating University</p>	<p>C. Any 2 of the above</p>								
<table border="1"> <thead> <tr> <th data-bbox="102 651 537 714">File Description</th> <th data-bbox="547 651 1436 714">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="102 714 537 898">Details of participation of teachers in various bodies/activities provided as a response to the metric</td> <td data-bbox="547 714 1436 898" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="102 898 537 960">Any additional information</td> <td data-bbox="547 898 1436 960" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Details of participation of teachers in various bodies/activities provided as a response to the metric	View File	Any additional information	View File			
File Description	Documents								
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File								
Any additional information	View File								
<p>1.2 - Academic Flexibility</p>									
<p>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</p>									
<p>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</p>									
<p>5</p>									
<table border="1"> <thead> <tr> <th data-bbox="102 1303 537 1366">File Description</th> <th data-bbox="547 1303 1436 1366">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="102 1366 537 1433">Any additional information</td> <td data-bbox="547 1366 1436 1433" style="text-align: center;">No File Uploaded</td> </tr> <tr> <td data-bbox="102 1433 537 1536">Minutes of relevant Academic Council/ BOS meetings</td> <td data-bbox="547 1433 1436 1536" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="102 1536 537 1632">Institutional data in prescribed format (Data Template)</td> <td data-bbox="547 1536 1436 1632" style="text-align: center;">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Minutes of relevant Academic Council/ BOS meetings	View File	Institutional data in prescribed format (Data Template)	View File	
File Description	Documents								
Any additional information	No File Uploaded								
Minutes of relevant Academic Council/ BOS meetings	View File								
Institutional data in prescribed format (Data Template)	View File								
<p>1.2.2 - Number of Add on /Certificate programs offered during the year</p>									
<p>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</p>									
<p>3</p>									

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

64

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

64

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

St Xavier College, Jalukie emphasizes on holistic education by incorporating crosscutting issues into its curriculum. The inclusion of professional ethics cultivates ethical decision making and integrity among students, preparing them for responsible professional roles. Gender awareness ensures that students are equipped with the understanding of gender dynamics, promoting inclusivity and equality in all aspects of their lives. Human values are a cornerstone of the curriculum, emphasizing empathy, compassion and respect for diverse perspectives. This nurturing of values contributes to the development of socially conscious individuals who contribute positively to society. Environmental consciousness and sustainability are pivotal in today's world. By integrating these concepts, the college equips students with the knowledge and skills to address pressing environmental challenges and make sustainable choices in their personal and professional lives.

The integration of these crucial elements including professional ethics, gender awareness, human values, environmental consciousness, and sustainability, fosters a well-rounded and socially responsible learning experience for its students. Thus, St Xavier College Jalukie imparts academic knowledge and instills essential life skills. This forward-looking approach prepares students to become responsible global citizens, competent professionals and compassionate contributors to a more equitable, ethical and sustainable world.

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	View File
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
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

189

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 from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.stxaviercollegejalukie.org/feedback

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 sanctioned seats during the year

200	
File Description	Documents
Any additional information	View File
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	
189	
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	
<p>The institution is committed to catering to the diverse learning needs of its students by systematically assessing their academic levels. Through continuous evaluation processes, such as class tests, internal tests, classroom interactions, presentations, and academic performance reviews, the institution identifies both advanced learners and slow learners. This data-driven approach ensures that tailored interventions can be implemented to enhance the learning experience for all students.</p> <p>For advanced learners, the institution facilitates their participation in seminars, workshops, and mentorship sessions. These initiatives challenge their intellectual abilities and help them achieve higher levels of academic excellence.</p> <p>For slow learners, the institution provides remedial programs designed to strengthen their foundational knowledge and skills. Personalized attention is offered through mentoring, peer support systems, special classes, and additional tests aimed at addressing specific learning gaps. Additionally, innovative teaching methodologies, such as interactive learning and</p>	

technology-based tools, are employed to make the learning process more engaging and effective.

By fostering an inclusive learning environment, the institution ensures that every student, irrespective of their learning pace, receives the support they need to succeed academically and develop holistically.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
491	22

File Description	Documents
Any additional information	View File

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

At St. Xavier College Jalukie, student-centric methods are at the core of the teaching-learning process, emphasizing active engagement and holistic development. The institution integrates experiential learning and participative learning to make education interactive, meaningful, and relevant.

Experiential learning is promoted through activities that enable students to apply theoretical concepts to real-world scenario. Field trips, internships, and community-based services provide hands-on experiences, fostering critical thinking and problem-solving skills. For instance, students engage in environmental studies projects and social outreach programs that deepen their understanding of academic content while instilling a sense of responsibility and empathy.

Participative learning is encouraged by creating collaborative learning environments. Group discussions, debates, role-plays,

and peer teaching sessions ensure active student involvement in the classroom. Through these methods, students develop communication, teamwork, and analytical skills. Additionally, platforms for co-curricular activities, such as seminars, workshops, and student-led initiatives, empower learners to contribute ideas and take ownership of their education.

By blending these innovative approaches, the college nurtures a culture of inquiry and creativity. The focus on student-centric methods ensures that learners not only acquire knowledge but also build the skills and values needed for personal growth and societal contribution.

File Description	Documents
Upload any additional information	View File
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

At St. Xavier College, Jalukie, teachers leverage Information and Communication Technology (ICT) tools to enhance the teaching-learning process significantly. Key tools include Power Point projectors, smart boards, televisions, Google Classroom, and WhatsApp.

LCD projectors are extensively used to deliver visually engaging lectures, making complex concepts easier to understand through multimedia presentations. Smart boards offer interactive learning experiences, allowing teachers to present dynamic lessons and students to engage directly with the content. Televisions are used for educational broadcasts and videos, enriching the classroom environment with diverse learning materials.

Google Classroom plays a pivotal role in organizing coursework, distributing assignments, and facilitating communication between students and teachers. It allows for a streamlined approach to manage class activities, provide feedback, and track student progress. Additionally, it supports a blended learning environment where students can access resources and assignments online, promoting self-paced learning.

WhatsApp is employed for quick communication and updates.

Teachers use it to share important announcements, reminders, and supplementary resources, ensuring that students stay informed and engaged outside the classroom.

Overall, the integration of these ICT tools at St. Xavier College, Jalukie, significantly enhances the educational experience, making teaching and learning more effective and interactive.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.stxaviercollegejalukie.org/ict_facilities

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

17

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

22

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
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

1

File Description	Documents
Any additional information	View File
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

80

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 mechanism of internal assessment in St. Xavier College, Jalukie is meticulously designed, adhering to Nagaland University's guidelines, to ensure transparency and robustness, both in terms of frequency and mode of assessment.

The college handbook informs students on assessment procedures and rules. Two Internal tests, a Written assignment and a topic-based presentation are conducted every semester. Daily and monthly attendance bulletins ensure students are informed. Guidelines, notices and routines for internal tests and assignments or presentations are provided well in advance, allowing students ample time to prepare and plan accordingly.

The teachers evaluate student's performance diligently. Each evaluation is then authenticated by the Principal. This dual validation ensures fairness and accuracy in assessing student performance. Answer scripts are shared with students for clarification, fostering transparency. Students are informed of their internal assessments results through college notice board and ERP allowing them to promptly check their grades and understand their strengths and areas for improvement.

Overall, the internal assessment mechanism at St. Xavier College Jalukie stands as a testament to the institution's commitment to transparency, fairness, and student-centric education. Through clear communication, rigorous evaluation, and accessible results, the college fosters an environment of academic excellence.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

St. Xavier College, Jalukie has established a transparent, time-bound, and efficient mechanism to address grievances related to internal examinations. This system ensures that students can raise concerns about evaluation, marking, or any examination-related issues in a fair and approachable manner.

Procedures regarding grievances related to internal examinations are reflected in the College's Policy on Internal Examination related grievances. The Controller of Examinations, under the

guidance of the Principal, directly deals with such grievances as and when necessary to ensure fairness. After a thorough review, the Controller of Examinations communicates its decision to the student promptly. If the grievance requires corrective action, such as mark adjustments or re-evaluation, it is implemented immediately, ensuring minimal delay. If the student is not satisfied with the resolution, they may escalate the matter to the Principal for a final review.

This mechanism fosters trust by maintaining transparency, adhering to deadlines, and ensuring accountability, reflecting the college's commitment to student welfare and academic integrity.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

St. Xavier College, Jalukie offers five Bachelor of Arts programs, following a curriculum approved by Nagaland university, which incorporates Program Outcomes (POs) and Course Outcomes (COs) for each course.

The POs cover disciplinary knowledge, communication, problem-solving, research skills, teamwork, and ethical awareness. Education students acquire an understanding of pedagogy, contemporary Indian educational policies and scenario and educational management. English course provides communication efficiency, command over structures and genres of English literature. In-depth knowledge of historical periods and perspectives forms the core COs of History. Political Science provides knowledge of political systems and governance with critical thinking. Sociology provides understanding of societal nature and issues aided by sociological concepts and theories.

Teachers and students are aware of the stated Programme and Course Outcomes of the Programmes offered by the institution. POs and COs are included in the College website, College Handbook and are displayed in every department classrooms. Teachers orient the

students about POs and COs in their classes for a comprehensive and purposive dissemination of knowledge and information. Overall, POs and COs give a sense of direction to the faculty and students in the teaching-learning process to achieve well defined educational outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.stxaviercollegejalukie.org/courses
Upload COs for all courses (exemplars from Glossary)	View File

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

St. Xavier College, Jalukie has a well defined Programme Outcomes (POs) and Course Outcomes (COs). The college measures the attainment of Programmes and Course Outcomes through various ways:

1. Internal assessments such as class tests, Internal Tests, Project works, Presentations, Assignments, and group discussions.
2. Regular collection of data on students' performance.
3. Analysis of student's results.
4. Collection of Feedback from students and teachers.
5. Mentoring also aims to assess the progress of students.
6. Individual student's learning levels are communicated for self awareness and improvement.
7. Parents and guardians are also made aware of his/her ward(s) learning levels and progress.
8. Documentation for further actions.

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

127

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	View File
Paste link for the annual report	https://www.stxaviercollegejalukie.org/uploads/annual_report_2023_24.pdf

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://www.stxaviercollegejalukie.org/feedback>

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)

0

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

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

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

0

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

27

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year**3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

5

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

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

2

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

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

At St. Xavier College, Jalukie, extension activities form an integral part of the institution's mission to foster holistic development among students. Throughout the year, the college organizes various initiatives within the neighborhood community, aiming to raise awareness about pressing social issues and instill a sense of responsibility among students.

These activities focus on topics such as environmental conservation, health and hygiene, literacy promotion, and community empowerment. Students actively participate in awareness drives, cleanliness campaigns, tree-planting programs, and workshops addressing societal challenges like substance abuse,

gender equality, and mental health. Through these efforts, they develop leadership skills, and a deeper understanding of the world around them.

One of the most significant impacts of these initiatives is the bridge they build between the students and the community. By engaging with diverse groups, students contribute to societal well-being and also gain valuable insights into real-world problems. This experiential learning process cultivates critical thinking, teamwork, and a commitment to social justice.

Extension activities at St. Xavier College go beyond academics, nurturing socially conscious individuals prepared to make meaningful contributions to society. These efforts leave a lasting impact on both the students and the community, embodying the college's vision of holistic education and service.

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

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

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

4

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - 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

3.3.3.1 - 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

13

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

432

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

3.4 - Collaboration**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

9

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

6

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.

St. Xavier College, Jalukie boasts an impressive array of facilities conducive to effective teaching and learning.

The classrooms are spacious and equipped with modern amenities such as proper ventilation, lighting and furniture. The institution provides teaching aids like whiteboards, projectors, Pointer, tape recorders, speakers, smart board and Wifi connection.

A semi-automated library facilitates a congenial study environment with diverse learning materials such as books, newspapers, magazines, journals, maps, globe, question bank, research papers. It also provides computers and access to e-resources like e-journals / e-books with the future plans for digital library. The library has Computers, Printers, Scanners and Photocopiers to serve the academic needs of students.

The computer lab provides hands-on experience for learners with sufficient PCs and necessary equipments with internet facilities. Regular maintenance and upgrades are conducted to minimize e-wastes and keep up with the latest technology trends.

Seminar and conference halls, including an auditorium which accommodate over 1000 individuals, are utilized for various events ranging from Sports and games, cultural programs, seminars and talks by guest speakers.

The college campus including classrooms and library is under CCTV surveillance for security purposes. This ensures a safe environment for the administration and learners.

File Description	Documents
Upload any additional information	View File
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.

St. Xavier College Jalukie boasts a vibrant atmosphere enriched with ample facilities for cultural activities, sports, and games. This reflects its commitment to nurture and enhance young talents and abilities.

The College has standard facilities for cultural and sports activities as listed in the table given below.

Facilities

Nos.

Khelo India Archery Centre

1

Race tracks

1

High Jump

1

Long Jump

1

Shot put

2

Discuss Throw

2

Javelin Throw

2

Football Ground

1

Futsal ground

1

Volleyball Courts

2

Basketball Court

1

Badminton Courts (indoor)

2

Badminton Court (Outdoor)

1

Cricket

1

NCC Park

1

Outdoor Chess

1

Table Tennis

1

Carom

1

Auditorium

1

The college organizes cultural and sports events, creating opportunities for students to compete, excel and hunt their talents. Events like Falcon Fest and the annual college week offer platforms for students to showcase their talents in dancing, singing, essay competitions, debates, dramatics, music and floral decoration. Clubs like NCC, NYKS, NSS, RRC, Cultural Club etc. facilitate student's participation at state, regional or national events or competitions like Nagaland Olympics. Special emphasis is given on cultural performances fostering cultural inclusivity.

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.

9

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

9

File Description	Documents
Upload any additional information	View File
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)

21.05

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)

The college library operates seamlessly through its automation using the Integrated Library Management System (ILMS), BrightBee College Management System which was fully automated in 2024. The library employs BrightBee Version 10.4 to manage essential functions such as cataloging, circulation, acquisition, and user management. This advanced system simplifies access for students and staff, offering an intuitive interface that enables users to search for books and resources with ease, minimizing manual intervention. Real-time updates ensure that the availability of resources is accurately reflected, enhancing efficiency and reliability.

The system significantly benefits staff by streamlining workflows. Routine tasks like issuing and returning books,

generating reports, and sending reminders are handled automatically, saving time and reducing errors. BrightBee's robust data management features prioritize the security and confidentiality of user information, fostering a safe digital environment. Moreover, the system's customizable options allow the library to adapt it to specific institutional needs, ensuring a tailored and effective resource management experience.

This technology-driven approach enhances the library's ability to focus on its primary mission—promoting knowledge and learning. By utilizing BrightBee Version 10.4, the library aligns itself with contemporary academic standards and practices, creating a user-friendly, efficient, and secure environment for all its patrons.

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

B. Any 3 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)

0.32

File Description	Documents
Any additional information	View File
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

61

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

In March 2024, St. Xavier College Jalukie underwent significant updates to its IT facilities, ensuring seamless connectivity and access to digital resources. Airtel, a prominent telecommunications provider, was presumably involved in enhancing the college's Wi-Fi infrastructure, reflecting a commitment to delivering high-speed internet services for the learners effectively.

These updates likely encompassed the installation of robust Wi-Fi networks across the campus, enabling students and faculty to connect their devices and access online resources from any location within the college premises.

Video Lecture Making Facility: A well-equipped media room is available for faculty members to create and produce their video lectures, enriching for the learning experience.

Projectors: Projectors are integrated into the teaching and learning process enhancing the effectiveness of classroom instruction.

Moreover, these updates may have involved the implementation of advanced security measures to safeguard the integrity and privacy of data transmitted over the network, ensuring a secure and reliable online environment for all users.

By investing in the latest IT infrastructure and partnering with reputable service providers like Airtel, St. Xavier College demonstrates its commitment to staying at the forefront of technological advancements, empowering its community with the tools and resources necessary to thrive in an increasingly digital-centric world.

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

4.3.2 - Number of Computers

50

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

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)

49.37	
File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

The college has a comprehensive system for maintaining and utilizing its physical, academic, and support facilities. Budget allocation starts with proposals presented to the Finance Committee and final approval by the Governing Body.

Physical Infrastructure Maintenance: Funds are allocated for repair and maintenance, whitewashing, upgradation of the Physical Infrastructures in the college.

Library and Library Committee: A well-equipped library with a multi-disciplinary collection managed by a committee comprising the administrator, principal, vice-principal and librarian.

Sports Committee: College sports committee along with teaching staff, student coordinators, and management, oversees various games and sports related activities, purchases, and maintenance of sport equipment.

Classrooms and Computers: Management authority, computer instructor and teachers maintain classrooms as well as handle computer equipment and upgrade the same.

NSS, NYKS, RRC, Floriculture and Eco-club: Promotes green initiatives through eco-awareness programs, planting sapling and maintenance of gardens.

Sustainable Energy Management: Sustainable Energy Management implements vermi-composting, solid waste management, and rainwater harvesting for environmental sustainability.

Stock Keeping and Complaint Registry: Stock Keeping and Complaint

Registry maintains separate register for various items, and provides a complaint box facility for urgent redressal of any issue.

The budgetary provisions support for the conduct of seminars, workshops, and special talks on various topics.

File Description	Documents
Upload any additional information	View File
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

218

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
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

62

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	www.stxaviercollegejalukie.org
Any additional information	View File
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	
899	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
899	
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	A. All of the above

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

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

8

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	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

24

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

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.

20

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
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 ensures active student representation and engagement in administrative, co-curricular, and extracurricular activities through a well-structured student council and participation in various committees/clubs. Adhering to established processes and norms, students are given a platform to voice their opinions, contribute to decision-making, and participate in governance. Representation on bodies like the Students' Grievances Redressal and anti-ragging committees ensures their involvement in shaping institutional policies. Additionally, students are encouraged to lead and organize events, cultural programs, and social initiatives, fostering leadership, teamwork, and holistic development. This inclusive approach nurtures responsible individuals ready to contribute to society.

The following is the list of Clubs/Committees having student representation and engagement.

1. Students Council
2. Class Representatives
3. Department Leaders
4. National Cadet Corps
5. National Service Scheme Units 1 & 2
6. NYKS
7. Red Ribbon Club
8. Women Cell
9. Campus Ministry
10. Consumers Club
11. Eco Club
12. Electoral Club
13. Farmers Club
14. Floriculture
15. Legal Literacy Club
16. English Language Club
17. Campus Ministry
18. Campus ambassador

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

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

45

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
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)	View File

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 Alumni Association has been actively functioning in the college. The Association is actively engaged in the financial contributions necessary for the requirement of the college. They have been the foremost contributors in the construction of College Chapel (prayer hall) in the college. They were engaged in conducting annual games and sports for the students. They have adjoined along with the NCC on many programs. Differently abled alumni also presented the career guidance program for the students. The college staff also has alumni present in it.

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

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

St. Xavier College, Jalukie is a registered society and operates under the guidance of the Catholic Church, Diocese of Kohima, with the Bishop as Chairman. Its motto is "To Learn and Serve." Believing in the power of education to empower individuals, it inspires learners to pursue excellence and become responsible citizens.

Vision and Mission Statement

Adhering to its vision and mission, the College fosters a nurturing environment for holistic development and transformation of individuals and society.

Decision Making

- Governing body collaborates with principal and staff for academic ambiance and mission.
- The College Management consults with IQAC, HoDs, Staffs, various committees, and Students' coordinators to promote a decentralized and participative decision-making.
- Regular meetings and interactions with teaching, non-teaching, and administrative staff for planning and executing academic and co-curricular programs.
- IQAC facilitates regular feedback from stakeholders (teachers, students, alumni, parents) to enhance teaching-

learning processes in the college.

- Students' coordinators involved in planning and executing extracurricular and extension programs.
- Teachers-in-Charge supports the Principal in strategic and perspective plans through department members.
- Staffs decide on important events of the college like Graduation Day, Sports Meet, and Fresher's Day, assigning respective groups for organization.

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

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

The effective leadership of the institution is visible in its decentralized and participative governance system. The management of the institute has Governing Body (GB), Management Committee, IQAC, and Head of Departments.

Institute level

The Principal, head of academic and administrative concerns of the college, consults the Head of Departments while taking certain important decisions of the institute.

Department level

The Department Heads look after department affairs and report to the Principal. Moreover, staff members can give suggestions and ideas for improvement.

Participative management

The institute promotes participative management. Staff and students involve in various activities. Wherever students and faculties cannot take final decisions, they can make suggestions to improve the teaching-learning processes of the college.

1. Strategic Level

The Principal and staff members jointly make policies and

procedures pertaining to admission, examinations, placement, discipline, grievance, counseling, training & development, and library services

2. Operational level

All the staff members, under the guidance of the principal, actively participate in implementing the policies, procedures, and framework designed by the management in order to achieve the quality standards in the light of its vision and mission. Office staff is involved in executing day to day support services for students and faculties.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional Strategic Plan has been effectively implemented by emphasizing skill development through the successful deployment of a computer course. The course is strategically designed to cater to diverse skill levels, from basic digital literacy to advanced computing applications.

The course titled: Computer Application and Networking spanned for about 10 months with 4 classes per week. The course was guided by Sir Dominic Mate and Ms. Puiranglungle. 20 students successfully completed the course. It equipped participants with essential knowledge in areas such as word processing, spreadsheet management, internet usage, and multimedia tools. Learners gain practical, job-ready skills that enhance their employability and productivity.

The program's success stems from its focus on hands-on training, regular assessments, and integration of the latest technological advancements. By fostering digital empowerment, the institution not only addresses the immediate skill gaps in the community but also prepares individuals to adapt to future technological challenges. This initiative highlights the institution's commitment to delivering its strategic vision of holistic education and skill enhancement, paving the way for sustained

socio-economic development.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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.

The college is managed by Catholic Church, Diocese of Kohima, with Bishop as the Chairman and is affiliated to Nagaland University. There are 12 members in the governing board. These members are responsible for making major decisions, setting policies and providing strategic direction to the College.

The Principal is the chief executive officer of the college. The Principal is supported by the Teachers-in-charge who help in executing the strategic and perspective plans. The Administrator is responsible for managing the administrative functions such as finance, human resources, infrastructure and general operations. Vice-Principal plays a pivotal role in maintaining discipline, fostering a positive learning environment and managing faculty and staff. The staff council consists of faculty and administrative staff members. The IQAC monitors evaluate and enhance quality in the college's academic processes. HoDs supervise curriculum development and departmental operations. The faculty members' are In-charge of each clubs and committees. To strengthen the idea of participative decisions making, the Principal of the College does the consultation with the staff members and student representatives.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.stxaviercollegejalukie.org/uploads/organogram.pdf
Upload any additional information	View File

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	View File
Screen shots of user interfaces	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	
<p>The College prioritizes a supportive atmosphere for teaching and non-teaching staff. Our employees are our greatest strength, and we implement effective welfare activities and programs to motivate them to perform their best.</p> <ul style="list-style-type: none"> • Interest-free loans for teaching staff: Up to One Lakh for regular staff and up to 50,000 for staff in probation. • Interest-free loans for non-teaching staff: Up to 25 thousand for regular staff and up to 15,000 for staff in probation. • Quarters are provided in the campus for outstation teaching and non-teaching staff, with no maintenance cost. • Casual leave of up to 10 days for both teaching and non-teaching staff. • Paid leave for attending competitive exams, seminars, conferences, or training programs, up to three days per semester. • Other Leave entitlements as per service rules. • Salary increment for publication of research paper in Journals or books. • Financial assistance towards faculty development programmes. • Provident Fund (PF) benefits for all staff. • Institution-sponsored gratis expedition for teachers, 	

through a complimentary travel experience.

- Gifts are provided to teachers on special occasions.

These welfare measures and incentives have made the staff members more effective and dedicated to the college's vision and mission.

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

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

3

File Description	Documents
Upload any additional information	View File
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

3

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

23

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 College Jalukie maintains Performance Appraisal System for teaching and non-teaching staff. It aims to foster the review of professional conduct and growth of teaching and non-teaching staffs of the college.

The appraisal system for teaching staff covers various areas of performances like teaching, classroom management, evaluation of students, mentoring of students, research, professional/faculty development achievements, involvement in co-curricular and extracurricular activities in and outside the college.

The appraisal system for non-teaching staff focuses on areas such as effective office management, efficiency in documentation and effective communication skills and dealings with student and parents' community.

The appraisal of staffs is important and crucial for assuring quality education environment and professional development of the staffs. Through such practice the college aims to engineer professionals in education industry responsible for producing quality minds out of the learners.

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

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 conducts internal and external financial audits regularly. The Finance Committee convenes regular meetings on the college's financial affairs, closely supervised by the Accountant, and subject to prior authentication and authorization by the Principal and the Board of Management. The Administrator maintains comprehensive financial accounts for all transactions, adhering to the guidelines of the governing body. Competent auditors, appointed by the governing body, undertake periodic internal and external audits to assess financial compliance and performance.

Internal Audit

The governing body appoints duly qualified accountants responsible for the preparation and meticulous auditing of financial records.

Audits are conducted biannually and annually, and comprehensive reports are compiled and submitted to the governing body for review, follow-up, and necessary actions.

External Audit

The governing body appoints government-recognized chartered accountants to compile and audit the college's financial accounts annually, following government norms and procedures. All receipts and payments are processed through banks, except transactions totaling less than ten thousand.

Comprehensive details of each receipt and payment are recorded through payment vouchers and receipts, ensuring systematic documentation.

College fees are collected, and staff salaries are deposited directly into their respective personal bank accounts, complying with relevant billing procedures.

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

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)

0.27

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
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 College has strategies for mobilization of funds and financial resources.

- Annual budget is prepared by Administrator, verified by Principal and forwarded to Diocesan administrator for approval.
- The financial administrator and the Principal jointly sign every financial transaction, and carry out all the financial transactions through the bank only.
- The college gets its financial resources through ways such as:
 - Tuition fee collected for self-financing courses
 - Fee for various forms, certificates,
 - Financial assistance from the sponsoring society.

Transparency and accountability of all transaction is maintained through vouchers and cash memos which are audited internally.

Utilization of Resources

- Fees received from students are used for development of the college and staff salaries, and are properly audited.
- Collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through Cheques/Electronic mode. Only authorized persons by management can operate the transaction through the bank.
- Library services and Sports services are strengthened and infrastructure is increased.
- Seminars and workshops are organized. National and International Conferences are attended by both the staff and students.
- Field trips and industrial visits are organized for students.

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

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

IQAC has institutionalized two practices - Academic Excellence awards and student's financial support mechanism - for the upliftment of the students and the institution.

1. Academic Excellence Awards recognizes and motivates students who excel in their academic performance thus instilling a sense of healthy competitive spirit among the students.
1. Nagaland University Toppers Award: Any student from St. Xavier College who tops the university degree examination.
2. Smart Starter Award is given for those new students with highest percentage in the +2.
3. Payback award: get fee-payback with the marks
 - 90% End- semester Exam marks - 100% monthly Fee Payback
 - 85% End- semester Exam marks - 50% monthly Fee Payback
 - 80% End- semester Exam marks - one month Fee Payback
 - 75% End- semester Exam marks - 100% Fine Fee Payback

2. Student's financial support mechanism

1. Earn and Learn initiative allows students to earn money (Rs. 50 per hour) by performing manual tasks after the class hours. These tasks includes library related works, watering flower pots, planting flowers, cleaning and mopping and in the college garden. This program not only helps students financially but also teaches them valuable skills.

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

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

The institution, through IQAC, reviews the teaching-learning process, methods of operation and its outcome on a regular interval and takes appropriate steps and actions for improvements and better results.

Review of teaching-learning process

1. **Syllabus and Lesson Plan:** For implementation of teaching-learning reforms in view with the new pedagogy of teaching skills Syllabus and Lesson Plan is prepared systematically and submitted every semester.
2. **Result Analysis:** In order to evaluate the students' performance, the IQAC has initiated steps to come up with a comprehensive result analysis of all individual students. It helps the teachers to appraise their own performance and make appropriate changes in their teaching methods to improve their quality of teaching.

Students support for academic excellence and well-being

1. Based on their performances in internal and external tests or examinations, the weaker students are identified and remedial measures are provided to improve their performance.
2. Mentoring sessions provide for one-to-one student-teacher interaction, aiming at student's wellbeing and progress.
3. Departments of the college conduct Parents-Teachers meetings to provide collaborative efforts towards the learning and growth of students.

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

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)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.stxaviercollegejalukie.org/uploads/annual_report_2023_24.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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 College, Jalukie promotes and ensures gender equity and the well-being of female students and staff through Women's Cell, Anti-Sexual Harassment, and Anti-Ragging Committee. Women Cell draws up annual gender sensitization plan of the institution including several initiatives fostering supportive and inclusive environment.

To ensure gender equity, the college incorporates diverse perspectives into curricular and co-curricular activities. Seminars, publications, competitions, outreach programmes and skill trainings were organized to raise awareness about inclusivity and gender issues.

For safety and security, additional measures were implemented, including the installation of more CCTV cameras, improved lighting in campus areas, and the enhancement of security protocols. Awareness campaigns on personal safety and emergency response were conducted to empower women with self-reliant knowledge and skills. Counselling services were further enhanced to cater specifically to the needs of women. Common room/infirmary for women was renovated and equipped with facilities to enhance comfort and convenience.

It actively promotes the participation of women in leadership roles and decision-making processes whereby they have 50% share in student organizations, clubs, and committees.

Overall, St. Xavier College's initiatives during 2023-24 demonstrate its ongoing commitment to promoting gender equity and providing a safe and supportive environment for all.

File Description	Documents
Annual gender sensitization action plan	https://www.stxaviercollegejalukie.org/women
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://www.stxaviercollegejalukie.org/uploads/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

B. Any 3 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

The institution fosters a clean and sustainable environment by effectively managing both degradable and non-degradable wastes. The college offers facilities and initiatives to ensure proper waste management within its campus. For degradable waste, the college has implemented an efficient waste segregation system. Various waste bins are strategically placed throughout the campus, clearly labelled for the segregation of biodegradable waste. These waste bins are regularly emptied, and the segregated waste is directed to appropriate disposal methods. To further address degradable waste, the College has established a Vermicomposting facility. This facility utilizes organic wastes to produce nutrient-rich compost which is then used in the college's gardens and landscaping, promoting sustainability and reducing

the need for chemical fertilizers. For non-degradable waste management, the college has implemented a comprehensive recycling program. Separate bins are provided for the collection of e-waste and recyclable materials such as plastic, glass, metal, and paper. These materials are collected and sent for recycling to reduce the amount of waste sent to landfills. In addition to waste segregation and recycling, the college also promotes awareness regarding waste management. Workshops and awareness campaigns are conducted to encourage students and staff to adopt responsible waste disposal practices.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://www.stxaviercollegejalukie.org/uploads/waste.pdf
Any other relevant information	No File Uploaded

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

A. Any 4 or all 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 with trees and plants**

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
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

B. Any 3 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	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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).

St. Xavier College, Jalukie develops and implements policies that explicitly promote diversity and inclusion. These policies outline the institution's commitment to creating a welcoming and inclusive environment for all students, staff, and faculty members. The institution believes in respecting and being inclusive of all background. As an institution we address issues related to cultural, linguistic, and socioeconomic diversity, as well as discrimination, harassment, and bias by developing inclusive curricula, strict policies and grievance mechanisms that reflect the diversity of the student population. This involves integrating diverse perspectives and examples into educational materials and textbooks as well as the existence of the Anti-ragging Committee, Legal Literacy club and Women Cell which help to build and promote ethical, cultural and spiritual values among the students and staff.

The college organizes sensitivity training programs, seminars and workshops for students, faculty, and staff. These initiatives aim to raise awareness about unconscious biases, stereotypes, and cultural misunderstandings. Collaboration and extension services with community organizations and social service agencies are seen through joint events, workshops, and outreach programs. These initiatives foster understanding and collaboration among community members, promoting a more inclusive society that extends beyond the institution's boundaries, creating a positive social impact.

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

The college provides opportunities to students and staff to engage in meaningful discussions and events that focus on constitutional literacy. Student's participation in assembly, curricular and co-curricular activities, celebrations of important days, work experiences, sports, and social service camps can help them in inculcating the values of co-operation, mutual regards, honesty, integrity, discipline and social responsibility.

Seminars and workshops are conducted on relevant topics to create awareness and sensitizing the students and employees on constitutional obligation. Various subjects offered by the college, allow individuals to gain an in-depth understanding of ethical principles, social justice, and civic engagement. It fosters critical thinking, empathy, and a sense of moral responsibility, enabling them to actively uphold constitutional ideals.

The morning assemblies of the college provide valuable opportunity to sensitize students and employees while inculcating important values. Through inspiring speeches, thought-provoking discussions, and motivational activities, the assembly instills values such as discipline, integrity, and empathy. It creates a positive environment that promotes character development, social awareness, and a sense of belonging.

Competitions and sports organized by the college promote teamwork, fair play, and adherence to rules, which instill values aligned with the constitution. Students and employees learn about equality, justice, and freedom through participation.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

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 programmes on Code of Conduct are organized

A. All of the above

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 celebration of various festivals, national and international days, commemorative events is an integral part of college activity in promoting unity, inclusivity and harmony. Celebration of national events like Independence Day, Republic Day, Gandhi Jayanti day promotes a sense of pride and Patriotism in the hearts of the students and staff alike. The college also makes efforts to promote cultural diversity by conducting literary and cultural festivals like Cos fest, Falcon Fest yearly. This encourages understanding and respect of different traditions and customs and at the same time promotes a sense of belonging within the

college. The college also takes pride in celebrating international events like International Yoga Day, International Women's Day, World Environment Day, International Youth Day. These events offer numerous benefits for students as it promotes holistic well-being, gender equality, environmental responsibility, and youth engagement, providing a global perspective and fostering cultural awareness. Participating in such celebrations enhances students' organizational, leadership, and communication skills, while also encouraging critical thinking and problem-solving.

These events can provide educational opportunities by teaching students about historical events, significant personalities, and important global issues. Organizing events fosters a sense of community and belonging among students, faculty, and staff. It encourages teamwork and collaboration.

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	No File Uploaded

7.2 - Best Practices

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

Payback Award

Objectives

- To allow student that would otherwise have problems financially in attending college.
- To encourage the hard working and talented students in their studies.

Context

Meritorious students in semester examinations scoring 90% gets 100% monthly fee payback, 85% gets 50% monthly fee payback, 80% gets one month monthly fee payback, and students scoring 75% gets

100% fine payback.

The Practice

It was started in 2019 and beneficiaries increase every year.

Evidence of Success

Reducing students' financial burden allowing them to focus on their education.

Increase in the number of awardees.

Challenges

1. Limited funding

2. Monitoring and evaluation: Tracking the students' academic performance and achievements require dedicated resources.

EARN AND LEARN

Objectives

- To develop and expose work culture among the students before actual employment in the real world
- To make education accessible to the economically marginalized and meritorious students.

Context

Each student is paid Rs. 50 on an hourly basis.

Practice

It is available to students willing to work. It encourages students earning while learning for their expenses.

Evidence of Success

The programme has helped several students facing financial problems. The number of applicants who seek aid is on rise.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

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 institution is dedicated to providing quality education to rural tribal areas, empowering underprivileged youth. By leveraging the rich cultural heritage of tribal communities, including handicrafts and folk traditions, it aims to create sustainable employment opportunities. With ongoing infrastructure development, the college seeks to establish a conducive environment for advanced studies and research.

The campus is designed as a 'Greener Campus,' striving to be a tobacco-free, eco-friendly, and hygienic space. Recognized as the District Green Champion of Peren by the Mahatma Gandhi National Council of Rural Education, the institution fosters a supportive, sustainable ambiance.

This environment stems from the Xavierite community's core strengths: a peaceful teaching-learning culture balancing growth and sustainability; excellent academic performance; a shared vision and cohesive teamwork; eco-consciousness and respect for nature; and skill enhancement initiatives for holistic development and employment opportunities. Vocational training leverages the region's agricultural potential, creating a greater impact.

The college's inclusive atmosphere unites staff, students, and faculty, transcending distinctions and promoting harmony. Social commitment programs engage the entire community, shaping graduates who are intellectually competent, morally upright, spiritually inspired, and socially committed. Xavierites become ambassadors of the college, exemplifying its values and contributing meaningfully to society.

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

Sl. No

Plan of Action 2024-25

1.

Improving Gross-roll enrolment

1.

Induction of new faculty members

1.

Faculty Development Program with focus on NEP-2020

1.

Capacity Development Program for students

1.

Infrastructure-development

1.

Facilitation of Swayam & MOOC Courses

1.

Sign/renew MOUs for collaborations

1.

Skill Development for students

1.

Extension /Outreach Activities through Departments/Clubs/Cells

1.

Internships for students

1.

New measure for Mapping Student Progression

1.

Strengthening of Alumni Relations

1.

Facilitating Training in Sports, Games and Athletics

1.

Improvisation the facility and use of ERP

1.

Improvisation and digitalization of Library