



INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)

Accreditation - (Cycle - 4)

PEER TEAM REPORT ON
INSTITUTIONAL ACCREDITATION OF
ST. XAVIER'S COLLEGE (AUTONOMOUS)
C-41173

Palayamkottai
627002

(Draft)

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA

Section I: GENERAL INFORMATION		
Name & Address of the Institution:	ST. XAVIER'S COLLEGE (AUTONOMOUS) Palayamkottai Tamil Nadu 627002	
Year of Establishment	1923	
Current Academic Activities at Institution(Numbers):		
Faculties/Schools:	7	
Departments/Centres:	16	
Programmes/Course offered:	55	
Permanent Faculty Members:	176	
Permanent Support Staff:	86	
Students:	3962	
Three major features in the Institutional Context (perceived by the Peer Team):	<ol style="list-style-type: none"> 1. Very old Christian co-education grant in aid Autonomous college having Potential of Excellence situated in semi urban area. 2. About 60 percent of students are from first generation learners and most of them belongs to poor and middle class families. 3. College is having rich historical standing and reputation in the region. 	
Dates of visit of the Peer Team (detailed visit schedule may be included as Annexure):	Visit Date From : 26-08-2019 Visit Date To : 27-08-2019	
Composition of Peer Team (which undertook the on site visit):		
	Name	Designation & Organisation Name
Chairperson	DR. MOHD MUZAMMIL	Former Vice Chancellor, DR BR AMBEDKAR UNIVERSITY AGRA
Member Co-ordinator:	DR. RAJENDRA SONKAWADE	Professor, DEPARTMENT OF PHYSICS, SHIVAJI UNIVERSITY, KOLHAPUR-416 004
Member:	DR. KASHMIR SINGH	Principal, MATA GUJRI COLLEGE FATEHGARH SAHIB
AAC Co - ordinator:	Dr. Ruchi Tripathi	

Criterion II: CRITERION WISE ANALYSIS

Observations (Strengths and/or Weaknesses) on each qualitative metrics of the key Indicator under the respective criterion (This will be a qualitative analysis of descriptive nature aimed at critical analysis identifying strength and weakness of HEI under each criteria)

Criterion 1 - Curricular Aspects (Key Indicator and Qualitative Metrics (QIM) in Criterion 1)	
	Curriculum Design and Development
1	Curricula developed /adopted have relevance to the local/ national / regional/global developmental needs with learning objectives including program outcomes, program specific outcomes and course outcomes of all the program offered by the Institution
	Academic Flexibility
	Curriculum Enrichment
1	Institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum
	Feedback System

Qualitative analysis of Criterion 1

St. Xavier College (Autonomous) which started in 1923 offers 55 programs consisting of 20 UG, 16 PG, M.Phil. and 12 Ph.D. programs. Being an autonomous college, the curriculum is designed by the respective School of Studies of the college and periodically revised as per the needs of the industry and global requirements. Academic flexibility exists because of the autonomous status of the college. Curriculum is revised as per the feedback of the alumnae and other stakeholders. The St. Xavier College (Autonomous) offers programs in Arts, Science, Commerce, Computer and Management studies apart from the Research programs leading to M.Phil. and Ph.D. in different streams. While designing the curriculum cross cutting issues on gender, environment sustainability, human values and professional ethics have been given due importance. Different courses are included in the various programs. CBCS is being followed by the college for all the courses even before the affiliating University. The college has evolved an excellent system to ensure effective implementation of the curriculum. Robust feedback mechanism exists. At the end of each semester, a survey is administered to students to assess the curriculum delivery and effectiveness of teaching. In addition, the management also makes an assessment of teachers at the end of each year. The course contents are adequately covered by teachers of all the departments.

Criterion 2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion 2)	
	Student Enrollment and Profile
	Catering to Student Diversity
	The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners
	Teaching- Learning Process
	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences
	Preparation and adherence to Academic Calendar and Teaching plans by the institution
	Teacher Profile and Quality
	Evaluation Process and Reforms
	Positive impact of reforms on the examination procedures and processes including IT integration and continuous internal assessment on the examination management system
	Student Performance and Learning Outcomes
	Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students
	Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution
	Student Satisfaction Survey

Qualitative analysis of Criterion 2

There is a steady growth in the student intake pattern due to the utility and diversification of courses offered in the college. The college follows government reservation policy for 50 percent of intake from the society. The remaining 50 percent is left to the management for minority quota. The students belonging to socio economically backward section and first generation learners are given priority in admission. The college identifies the slow learners and advanced learners on the basis of their score in the qualifying examinations and a diagnostic test is conducted for the said purpose. It encourages the advance learners through incentives and guides them for further advancement through enrichment classes which is commendable. As a result, several pass outs of the college have opted for higher studies in this college and other institutions. The slow learners are helped through remedial teaching, handouts and materials are provided for easy study and extra coaching and assistance are provided. Lecture method dominates over other strategies in the classroom. Activities like inter-department competitions, seminars etc. are organized periodically to strengthen the curriculum delivery by all departments of the college. The college has developed a well-defined procedure for Continuous Internal Assessment (CIA) in all the examinations as prescribed by the University for the benefit of students. The student centric blended learning comprising of experiential learning, participatory and problem solving methodologies are employed. Program Outcomes, Program Specific Outcomes and Course Outcomes have been developed and displayed on the college website and also evaluated. The institutional academic time table, teaching plan and internal tests ensure the timely completion of the syllabus. The college has filled the sanctioned teaching posts adhering to the prescribed qualifications. Most of the teachers possess Ph.D. and NET/SLET eligibility. There are all together 121 doctorates and 1 D.Lit, in total 176 faculty members. The college has different cells to redress the student's related grievances like anti ragging, sexual harassment, financial redressal cells etc. The overall academic performance of the student is appreciable and pass percentage is also good. The college has installed good number of computers in library, labs and departments. Internet connectivity has also been provided.

Criterion 3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrics(QIM) in Criterion 3)	
	Promotion of Research and Facilities
	Resource Mobilization for Research
	Innovation Ecosystem
	Institution has created an eco system for innovations including Incubation centre and other initiatives for creation and transfer of knowledge
	Research Publications and Awards
	Consultancy
	Extension Activities
	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years
	Collaboration

Qualitative analysis of Criterion 3

The college is equipped with good infrastructure for undertaking research. 40 books, 995 research papers and proceedings were published during the last five years by the faculty of the college; Seed money is given to teachers who publish papers in refereed journals. Research and innovation awards have also been received by the faculty of the college. It is pertinent to mention here that six international journals: *Journal of Bioresources*, *Scientia Acta Xaveriana*, *Inter-Disciplinary Research Journal for Humanities*, *XIBA Business Review*, *Xaverian Journal of Marketing*, *Folklorists. Journal of Biopesticides* published by the college have received UGC recognition and scopus indexing. During the last five years, two departments were declared as research departments by the Manonmaniam Sundaranar University. In all, 101 teachers have been approved as research guides. There are 36 ongoing/completed major/minor projects for the allocated amount Rs. 6 crores and 47 lakhs. The college has research funding from UGC, CSIR, DST, DBT, TNSC, MoEs, ICMR and DBT. The Peer Team appreciates STAND outreach program which is carried out on a large scale. 8 village visits and one camp are compulsory for UG students; 4 village visits and 1 camp are compulsory for PG students. All the year around students and teachers remain actively involved in STAND outreach program. N.S.S. volunteers perform extension activities under the guidance of program officers. Women students actively participate in extension activities as N.S.S. volunteers and N.C.C. cadets. The college provides conducive environment and requisite infrastructure for innovations. Presently the college has no incubation Centers but is making efforts to provide an ecosystem by developing more. Provision of consultancy services is limited to few faculties which needs further strengthening. The extension activities are undertaken through NSS and NCC throughout the year. Cleanliness drive, Tree Plantation, conservation of water, Blood Donation Camps, special camps, traffic awareness programs are regular features of the college. Annually, birth and death anniversaries of great national leaders are also celebrated. Total 09 patents have been filed by various departments and 01 patent is granted, remaining patents first examination report is awaited.

Criterion 4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics (QIM) in Criterion 4)	
	Physical Facilities
1	The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment, etc
2	The institution has adequate facilities for sports, games (indoor, outdoor), gymnasium, yoga centre etc., and cultural activities
	Library as a Learning Resource
1	Library is automated using Integrated Library Management System (ILMS)
2	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment
	IT Infrastructure
1	Institution frequently updates its IT facilities including Wi-Fi
	Maintenance of Campus Infrastructure
2	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Qualitative analysis of Criterion 4

Institution has a sprawling clean & green campus spread over 58 acres of land. Learning spaces with 60 spacious well ventilated class rooms of which 60 have LCD facilities and 13 smart classrooms with effective audio-visual aid learning is available in the campus. All departments have been provided with good laboratories for conducting practical. The college has good facilities for sports and games 400 metres track, basketball, Kabaddi and Badminton grounds. Open air auditorium is excellent. The college has good hostel facility for both boys and girls coming from distant places. The mess and kitchen are well equipped. The campus is under CCTV surveillance with cameras installed at important places as a measure of security. The college also has a good canteen facility in the campus. Students make use of the canteen for having snacks, etc. available in the canteen at reasonable prices. The College has a good library equipped with 1083 volumes on various subjects, 122 periodical magazines and journals, 2790 back volumes of journals, 17 theses, 458 encyclopedias, 218 year books, 472 dictionaries, 196 conference proceedings, 3641 back volumes, and 1576 CDs / DVDs. OPAC- online Public Access, audio visual facility, reprographic service, collection and browsing internet and Braille software for the visually impaired students is available in the library. Access to e-resource under UGC- INFLIBNET, N-LIST facilities exist in the college library. The campus has a functional Wi-Fi facility freely available to the students and faculty members including hostel inmates. College has good Zoology Museum and aquarium which exhibits rare species. A very well maintained Botanical garden with Herbarium, Tissue culture lab and molecular lab are unique features of the college. Besides, the Centre for Aquaculture Research and Extension (CARE) with excellent infrastructure facilities is available which add value to the college in a big way. Folklore museum is excellent with good collection of literature, audio and video sources. One of the college hostel has two auditoriums including bio plant, 657 trees and provision of rain water harvesting.

Criterion 5 - Student Support and Progression (Key Indicator and Qualitative Metrics (QIM) in Criterion 5)	
	Student Support
	Student Progression
	Student Participation and Activities
2	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution
1	Alumni Engagement
1	The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Qualitative analysis of Criterion 5

Placement cell of the college is fairly active; several students secured employments in state government and private companies. Placement Cell requires strengthening for providing better opportunities for employment. Career counselling cell has trained personnel to provide guidance/counselling to students in the campus. There is an active elected students' council in the college and in order to give representation to the women in academic and administrative activities of the college, a woman representative was made Joint Secretary of Student Council along with a Dean of Women Students. The college also has a Centre for Women Studies.

Adequate representations of students have been given in various academic and administrative bodies of the college. There is a good harmony between student's council, faculty and management. An alumni and Teachers' Association is functional in the college. The alumnae association is a registered body and is significantly contributing in the growth and development of the college. The Alumnae association often conducts meeting in the campus to discuss issues pertaining to the improvement in the facilities for the students, placement opportunities, and introduction/ addition of new courses. In the meeting with the peer group, it was noticed the alumnae is keen to support the college and many illustrious personalities are the alumni of this college.

Criterion 6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics (QIM) in Criterion 6)	
	Institutional Vision and Leadership
1	The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution
2	The institution practices decentralization and participative management
	Strategy Development and Deployment
1	Perspective/Strategic plan and Deployment documents are available in the institution
2	Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism
4	Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions
	Faculty Empowerment Strategies
1	The institution has effective welfare measures for teaching and non-teaching staff
5	Institution has Performance Appraisal System for teaching and non-teaching staff
	Financial Management and Resource Mobilization
1	Institution conducts internal and external financial audits regularly
3	Institutional strategies for mobilisation of funds and the optimal utilisation of resources
	Internal Quality Assurance System
1	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes
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
5	Incremental improvements made during the preceding five years (<i>in case of first cycle</i>)
	Post accreditation quality initiatives (<i>second and subsequent cycles</i>)

Qualitative analysis of Criterion 6

The college has a clear vision and mission statements and the management is taking appropriate steps to fulfill same. The college has a participative management which is evident from the representation of various faculty members in administrative, other regulatory and advisory bodies of the college. Perspective plan for development is in place and all relevant documents are maintained in the college. There is a clear program with the Secretary performing leadership role. The Principal of the college is the executive head responsible for effective implementation of the programmes. The Governing body follows the prescribed procedure for the recruitment of the teachers and the non-teaching staff. The promotional policies are followed as per the guidelines of the government. Various cells such as placement cell, anti-ragging, grievance redressal and sexual harassment cell etc. meet regularly and maintained the record like minutes of the meeting and its implementation. The institution performs annual appraisal of teachers and non-teaching staff. The review by the Peer team indicates that the institution conducts internal and external audits annually on regular basis. It is noteworthy that all the audit objections have been settled. The college has mobilized funds from

State government and DST. The college has also been given the star college status of by DBT, GOI. MHRD has selected college for UBA Scheme for its community development services. IQAC is quite active and has contributed significantly for the effective delivery of the curriculum and co-curricular activities. The college has made sincere attempts to implement the recommendations made by the previous NAAC team during the last five years

NAAC

Criterion 7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics (QIM) in Criterion 7)	
	Institutional Values and Social Responsibilities
2	Institution shows gender sensitivity in providing facilities such as
1	a) Safety and Security b) Counselling c) Common Room
5	Waste Management steps including:
1	• Solid waste management • Liquid waste management • E-waste management
6	Rain water harvesting structures and utilization in the campus
1	
7	Green Practices
1	• Students, staff using a) Bicycles b) Public Transport c) Pedestrian friendly roads • Plastic-free campus • Paperless office • Green landscaping with trees and plants
18	Institution organizes national festivals and birth / death anniversaries of the great Indian personalities
19	The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions
1	Best Practices
1	Describe at least two institutional best practices (as per NAAC Format)
1	
	Institutional Distinctiveness
1	Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust
1	

Qualitative analysis of Criterion 7

The college promotes institutional values and socially responsible programmes on a large scale. Common kitchen, medical room, counselling rooms, and reading room in hostels are provided to the students. The College has evolved a good mechanism for the management of solid, liquid and e - waste. Solid wastes are converted into manure through vermi composting. Efforts for rain water harvesting are in place and collected water is used for ground water recharging. The success of STAND (Student Training and Action Neighborhood Development) programme has been widely acknowledged during the interaction with teachers and certainly it has brought major change in their thinking and perception. One of the best aspects of the college is to shape the students into agents of social change, preparing them for concerted social action and paving the way to mass movements which will bring the desired liberation among the communities.

The greenery in the campus is ensured with high diversity of trees and plants. The campus is fully plastic free and students are involved in Swachh Bharath Abhiyan also. Efforts are on to convert the college into an e-campus. The college celebrates all national festivals such as independence and republic day along with

death anniversaries of national leaders. Transparency in academic, financial and administrative matters is
nt.

College has identified and adopted two best practices

1. **Streaming System in General English Teaching**
2. **Foundation Courses for Human Excellence**

Two best practices have contributed a lot in the growth and development of the students. The students also
ciated this during the interaction with the peer team.

Institution aims at offering a holistic education to its students, with good exposures to sports and cultural
ties. Another distinctiveness of the college is empowering first generation learners drawn from socially
economically backward society and regions.

on III:OVERALL ANALYSISbased on Institutional strengths,Weaknesses,Opportunities & Challenges(SWOC)(up to 500 words)

Overall Analysis

Strengths

- Holistic education and empowerment of first generation learners drawn from socially and economically backward society and regions.
- Emphasis on moral and ethical education and enhancement of life skills
- Excellent outreach and community engagements especially through STAND
- Very Supportive management, dedicated faculty members and committed non teaching supporting staff.
- Good infrastructure for imparting education and co-curricular activities.

Weakness;

- Lack of much needed diversity in faculty and students.
- Inadequate involvement of students in research and limited consultancy.
- Inadequate industry-academia linkages..
- Inadequate certificate courses.

Opportunities:

- Creation of more competence development programme through extra curricular activities.
- Enhancement of Interface with industry. and institute of national and international importance.
- Development of MOOC programmes by the faculty.
- Explore opportunities to attract students from other states.

Challenges

- Enhancing e-learning.
- Preparing for job readiness.
- Attracting children from other states and abroad.
- Good placement for student in a restricted environment.
- Creation of viable innovation ecosystem for research and consultancy

Part IV: Recommendations for Quality Enhancement of the Institution

be limited to **ten major ones** and use telegraphic language) (It is not necessary to indicate all the ten ones)

- Consultancy services are limited to the few faculty members at present, it needs to be extended to cover large number of teachers in the college.
- Since the college is almost a century old, the manuscripts and rare documents in library are of archive value now, need to be well preserved and protected.
- Since alumni support to the college is encouraging in many ways, the college may organise special functions as foundation day or other occasions to honour the celebrities among alumni.
- The college needs to be developed into a model e-campus college.
- The college needs to enhance Investment in HR, innovations, research and consultancy, and incubation centers.
- There is a need to establish a robust entrepreneurship development cell and center for competitive exam preparation.
- The college should introduce more vocational and market driven multi-disciplinary courses.
- The college should establish Art and Culture center in collaboration with folklore center.
- The Management should start thinking to convert this college into a well recognized University in the years to come.

gone through the observations of the Peer Team as mentioned in this report

Signature of the Head of the Institution


PRINCIPAL
ST. XAVIER'S COLLEGE
PALAYAMKOTTAI - 627 002

Seal of the Institution

	Name		Signature with date
	MOHD MUZAMMIL	Chairman	<i>Muzammil</i> 27.8.2019
	RAJENDRA SONKAWADE	Member Co - ordinator	<i>Rajendra Sonkawade</i> 27.8.2019
	KASHMIR SINGH	Member	<i>Kashmir Singh</i> 27.8.19
	Dr. Ruchi Tripathi	NAAC Co - ordinator	

s is a computer generated report and signature is not mandatory.

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