



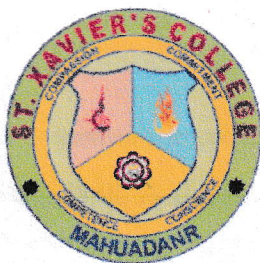
# **Academic and Administrative Audit**

**2021-2022**

**by**

**St. Xavier's College, Mahuadanr**





# **Academic and Administrative Audit Report 2021-2022**



**St. Xavier's College**  
**Mahuadanr**

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## Academic Audit 2022

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# ST. XAVIER'S COLLEGE MAHUADANR

Estd: 2011. Affiliated to Nilamber-Pitamber University, Medininagar NPU/R/953/11

Accredited with 'B' Grade by NAAC

AISHE-C-42763

ISO-9001:2015

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P.O.- Mahuadanr, Dist. Latehar, Jharkhand-822119

## Academic Audit 2022

### 1. Introduction

An Academic and Administrative Audit is the most essential mechanism to achieve and maintain academic excellence in a higher education. The IQAC plays a major role in maintaining the academic quality management of the Institution. The Academic Audit encourages a continuous evaluation and quality improvement of different Academic programmes. The Academic Audit is initiated to evaluate the curriculum, teaching, learning methodologies and to ensure continuous improvement for quality assurance.

### 2. Profile of the Institution

St. Xavier's College Mahuadanr affiliated to Nilamber-Pitamber University, Medininagar is a Minority College situated in Latehar District of Jharkhand. The purpose of the College is to provide best education to the indigenous youth residing in the remote area as Mahuadanr (which is 100 km away from the District head quarters Latehar) and to prepare them for a life of meaningful professional service and leadership. St. Xavier's College opened the academics session with 89 students on roll on 1<sup>st</sup> August 2011. Ten years have passed. The College is marching ahead with increased number of students on roll and creating a name of its own through its community development activities. Besides all odds and constraints the college grew manifold in leaps and bounds.

With a short history of 10 years and a picturesque sprawling campus of 24 acres land of its own is indeed a testimony of truly materialized dream of the Jesuits to reach out to the indigenous youth in giving academic excellence.

The college has been listed under 2(f) and recognized by UGC act which withstands the academic and administrative standards of the college. In response to the changing needs of the society and as per UGC norms innovative experiments are being carried out with help of computer networking for making the teaching learning process interactive and participative. With the need of the time, the institution expanded its area of innovation in different respects to meet the requirement of the students as well as different stake holders.



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The institution has a fully operational website providing day to day information and has also fully automated library with INFLIBNET connection and e-portals to provide easy access to all the stake holders.

The institution has installed solar power to provide 24-hour energy supply for the whole campus. With the infrastructural growth such as addition of new buildings like auditorium, hostel, playgrounds etc, it also emphasized to enhance its academic quality. It contributed toppers in Kurukh (2014 & 2018), Physics (2018), English (2018), Economics (2018) and Mathematics (2017) at University level.

The contribution of its, NSS and YRC students has a remarkable effect in serving the society by awarding and donating blood, planting trees, campus cleaning, observing national days etc. The institution was awarded District Green Champion Award from MGNRC for its eco-friendly environment with a permanent green and waste management policy of its own. The institution is diversified with a planned electricity management to save energy by switching off the unused buildings and converting whole institution with LED bulbs. Through its distinctiveness as an academic institution over a short period of time in the remote area as Mahuadanr, the authorities of the College believes in continuous improvement even though it has NAAC Accreditation Grade B score and has obtained a score of 2.31 point from NAAC in 2018.

### Vision of the College

The vision of the college is to develop professionally competent and compassionately committed people for creating just and humane society by promoting harmonious living with different socio-cultural groups and with the whole creation.

### Mission of the College

- To provide value based academic excellence to all especially for tribal youth.
- To mould students to be people of competence, commitment, conscience and compassion.



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- To promote modern and scientific knowledge without neglecting or undermining the traditional knowledge (science and medicine) and the cultural values of the local people.
- To foster administrative and professional leadership especially among the tribal youth by means of developing creative thinking and entrepreneurial approach.
- To inculcate in the students interest for context based study and research.
- To promote communal harmony, to have a peaceful co-existence of different religious and socio-cultural groups of people.
- To promote and protect the integrity of mother earth.

### Courses offered

Programme Offered	Courses offered
Bachelor of Arts	Economics
	English
	Hindi
	History
	Kurukh
	Geography
	Political Science
Bachelor of Science	Botany
	Chemistry
	Mathematics
	Physics
Bachelor of Commerce	Commerce

### Strength of the staff ( Teaching and Non-Teaching Staff)

Number of Teaching Staff	Number of Non-Teaching Staff
35	20



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### Courses offered

Programme Offered	Courses offered
Bachelor of Arts	Economics
	English
	Hindi
	History
	Kurukh
	Geography
	Political Science
Bachelor of Science	Botany
	Chemistry
	Mathematics
	Physics
Bachelor of Commerce	Commerce

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Number of Teaching Staff	Number of Non-Teaching Staff
35	20



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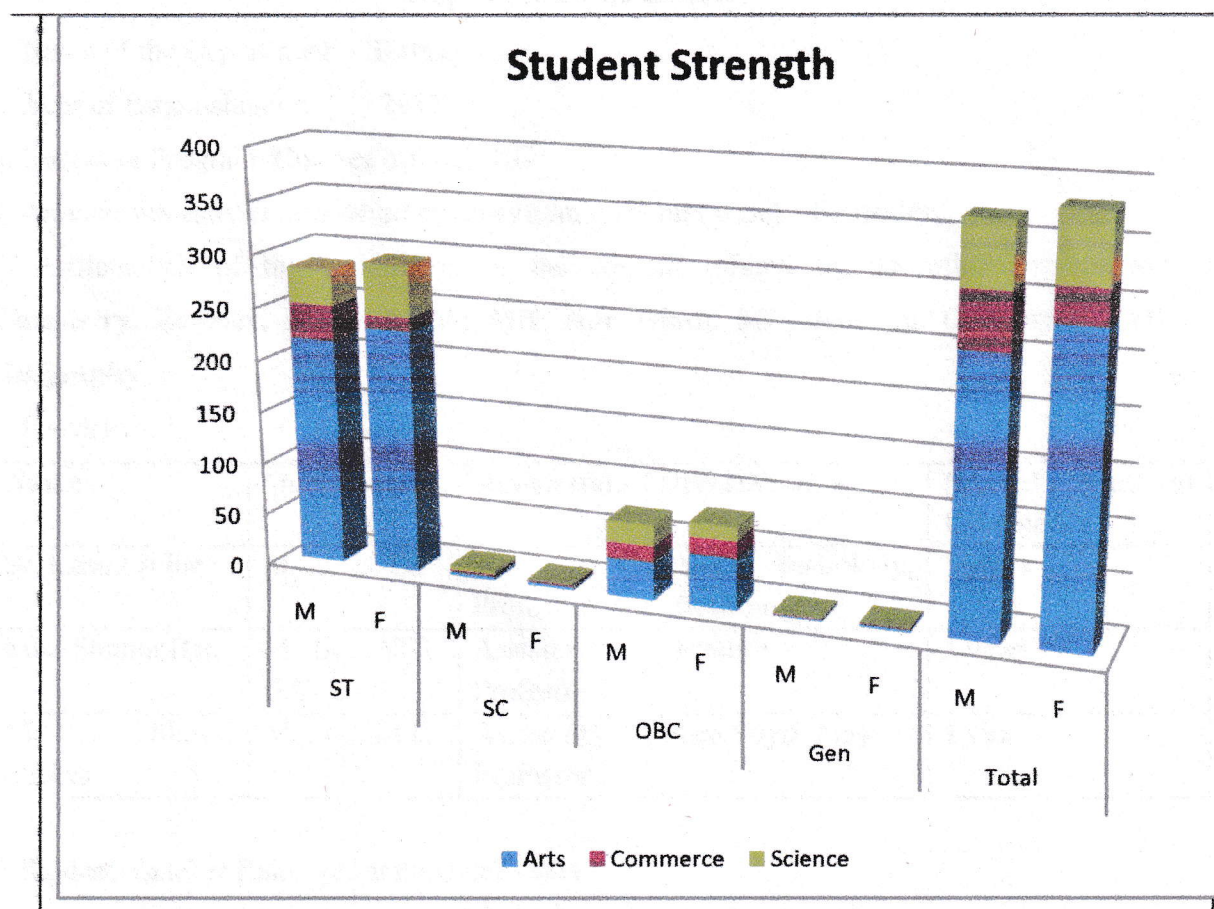
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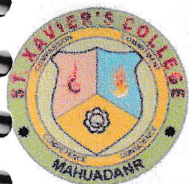
## Academic Audit 2022

### Student Strength

Stream	General		SC		ST		OBC		Total		Total
	Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls	
ARTS	1	2	3	2	217	232	36	49	257	285	542
COMMERCE	1	1	2	2	33	12	15	16	51	31	82
SCIENCE	1	-	4	1	34	49	21	14	60	64	124
TOTAL	3	3	9	5	284	293	72	79	368	380	748

### Bar Graph Presentation of Student Strength





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## Academic Audit 2022

### 3. Objective and Scope of the Audit

The Academic and Administrative Audit in the Higher Education Institutions help to monitor and evaluate the institutional process through systematic internal and external reviews. The purpose of an academic audit is to encourage programs, departments and the institution to evaluate their quality processes and standards based on predetermined benchmarks and to suggest activities required to produce, assure, and regularly improve the quality of the whole system in place including curricular and co-curricular programmes and activities and the infrastructure and support services.

### 4. Consolidated data of the Departments and SWOC Analysis

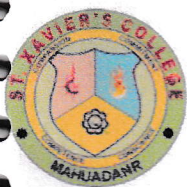
#### Department of Botany

1. Name of the Department: **Botany**
2. Year of Establishment: **2017**
3. Names of Program /Courses offered: **UG**
4. Annual/ semester/choice based credit system (program wise) – **Semester**
5. Participation of the department in the courses offered by the other department- **Chemistry, Zoology, MIL English, MIL Non Hindi, MIL Kurukh, Computer, EVS Geography**
6. Faculty:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Sr. Kaslin Juliat	M.Sc., B. Ed	Assistant Professor	Plant Pathology, Phychology	5 years
Miss Shalini Bara	M. Sc., NET, GATE	Assistant Professor	Genetics	3 years
Mr. Shashi Sheker	M. Sc., GATE	Assistant Professor	Plant Physiology	1 year

7. Student-Teacher Ratio (program wise) –**12:1**

8. Student profile program/course wise:



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## Academic Audit 2022

Name of the Course/ Program (refer question no. 4)	Applications received	Selected	Enrolled		Left		Pass percentage
			*M	*F	*M	*F	
B.Sc.-I (Sem-I & II)	16	16	02	14	--	--	--
B.Sc.-II (Sem-III & IV)	08	08	02	06	--	--	--
B.Sc.- (Sem-V & VI)	13	13	02	10	--	01	100%

\*M=Male \*F=Female

### 9. Diversity of Students

Name of the Course	% of students from the same state
I Year	100%
II Year	100%
III Year	100%

### 10. Student progression

Students progression	Against % enrolled
UG to PG	10%

### 11. Details of Infrastructural facilities

- Library-Yes
- Internet facilities for Staff & Students-Central Internet center available in college students and staff- Yes
- Class rooms-Yes
- Laboratories- Yes

12. Details on student enrichment programs - Debate, Quiz, Seminar, Inter-departmental programs, Educational Tour, Field trips, Internships, Remedial teaching, Discussion etc.

13. Teaching methods adopted to improve student learning- Video assisted instruction, team teaching, conventional and interactive

14. Participation in Institutional Social Responsibility (ISR) and Extension activities- NSS, YRC, Eco-club activities.



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## Academic Audit 2022

### SWOC analysis of the department and Future plans.

#### 1. Strength:

- Personal attention to each student.
- Creative methods of teaching.
- Student teacher relationship is cordial.
- Extra attention to weak students.
- Simple methods are used in explaining the lessons.

#### 2. Weakness:

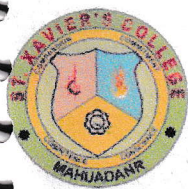
- Lack of fluency in English language.
- Difficulty to understand the scientific terms.

#### 3. Opportunities:

- Serving for rural people.
- To promote skill development courses.
- Scope to improve the status of the college on national level.
- Building scientific aptitude, leadership quality, and entrepreneurial skill.
- Research opportunities are available in various CSIR (Council for scientific and industrial) labs, under-graduates in masters' program in various other fields like agriculture, environmental sciences, biotechnology, microbiology and bioinformatics.
- Favorable for employment in ecotourism department and various NGOs.

#### 4. Challenges:

- Many students are not interested in studying Botany as major subject for the last few years. So the prime challenge is to encourage students to study this fascinating subject and instill in them the wide range of opportunities available for research and employment.
- Innovation of curriculum to suite the demands of next generation.



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## Academic Audit 2022

### Department of Chemistry

1. Name of the Department: **Chemistry**
2. Year of Establishment: **2011**
3. Names of Program /Courses offered: **UG**
4. Annual/ semester/choice based credit system (program wise) –**CBCS**
5. Participation of the department in the courses offered by the other department  
**Mathematics, Physics, Chemistry, MIL English, MIL-Hindi, Geography (EVS)**
6. Faculty:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Binay Kumar Yadav	M.Sc., B.Ed.	Assistant Professor	Organic chemistry	11 years
Mukul Toppo	M.Sc.	Assistant Professor	Nano chemistry	3 years

7. Student-Teacher Ratio (program wise) – **3:1 (44:2)**

8. Student profile program/course wise:

Name of the Course/ Program (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. I	5	2	1	1	...
B.Sc. II	8	3	3	0	...
B.Sc. III	0	0	0	0	...

\*M=Male \*F=Female

9. Diversity of Students

Name of the Course	% of students from the same state
B.Sc. I	100
B.Sc. II	100
B.Sc. III	0

10. Student progression



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## Academic Audit 2022

Students progression	Against % enrolled
UG to PG	0
Entrepreneurship/self employment	0

### 11. Details of Infrastructural facilities

- Library- Yes
- Internet facilities for Staff & Students-Central Internet center available in college students and staff- Yes
- Class rooms- Yes
- Laboratory- Yes

### 12. Details on student enrichment programs - Quiz, seminar, Interdepartmental programs, Student development programs, Webinar, Field study trip, Internship programs, Outreach programs

### 13. Teaching methods adopted to improve student learning- Conventional, Power Point presentation, Project based learning, Experimental methods

### 14. Participation in Institutional Social Responsibility (ISR) and Extension activities- NSS, YRC, Eco-club, AAICUF

### SWOC analysis of the department and Future plans.

#### 1. Strength:

- Hard working, disciplined and patient students
- Committed faculty providing personal guidance to students
- Most of the equipment available in laboratory at UG level
- Clean and silent environment

#### 2. Weakness:

- Very less number of students
- Poor network
- Students are from socio, economically and geographically backward region.



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## Academic Audit 2022

- Irregular attendance of students on market days
- Insufficient Industry Academia Interaction

### 3. Opportunities:

- Reaching out to rural society with new start-ups
- Confidence building through seminars and group discussions and personality development through interactive sessions.
- To produce more research scholars and job opportunity.
- Building scientific aptitude , leadership quality and entrepreneurial skill
- To start Certificate / Diploma courses related chemistry

### 4. Challenges:

- Grooming students of rural background to help them compete with urban students
- To build up self confidence in the students to communicate in English
- To help students to be self sufficient through self employment or part time job
- Scarcity of funds for chemicals.

## Department of Commerce

1. Name of Department : Commerce
2. Year of Establishment : 2011
3. Name of programme /courses offered : UG
4. Annual/Semester/Choice based credit system (programme wise)- CBCS
5. Participation of the department in the courses offered by the other department –  
MIL English , MIL Hindi , Geography (EVS)
6. Faculty :

Name	Qualification	Designation	Specialization	No. of years of experience
Rose Alice Barla	M.Com, MBA(MAT), PhD (pursuing)	Assistant Professor	Accounts Marketing	11 years
Amrit Minj	M.Com , B.Ed	Assistant Professor	Management	10 years



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Surabhi Sinha	M.Com, NET, PhD (pursuing)	Assistant Professor	Finance	1 year
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7. Student-Teacher Ratio : 27: 1 ( 82: 3)

8. Student Profile Programme /Course wise :

Name of the course/programme (refer quest. no 4)	Applications received	Selected	Enrolled Male	Female	Pass percentage
B.Com Part I	30	30	18	12	100 %
B.Com Part II	27	27	20	7	100 %
B.Com Part III	24	24	15	9	100 %

9. Diversity of students :

Name of the course	Petcentage of students of the same state (Jharkhand)
B Com Part I	100 %
B Com Part II	100 %
B Com Part III	100 %

10. Students Progression

Student Progression	Against percent enrolled
UG to PG	50 %
Entrepreneurship /Self employed	50 %

11. Details of Infrastructural facilities :

- Library – Yes
- Internet facilities for staff and students : Central internet centre available in college for students and staff
- Classroom – Yes
- Laboratory – Yes ( for Computer )



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12. Details of student enrichment programmes – Student Development Programme, Field trips, Internship programme, Seminar, Webinar, Outreach Programme, quiz, speech, debate, extempore, etc.
13. Teaching Methods adopted to improve student learning – Conventional classroom teaching, PowerPoint presentation, project based learning, analytical problem solving techniques, practical exposure (through field trips, industrial visits).
14. Participation in Institutional Social Responsibility and Extension Activities : NSS, YRC, Commerce Club .

### SWOC ANALYSIS

#### 1. Strength :

- Dedicated faculty providing quality education and guidance .
- Disciplined , hard working , and focused students .
- Well equipped library providing proper ambience for studying.
- Optimistic and dynamic nature.

#### 2. Weakness :

- Irregularity of students .
- Poor communication network .
- No follow ups by students .
- Lack of vocational courses for students .

#### 3. Opportunity :

- Building entrepreneurs and young business men .
- Launching from college to corporate world .
- Opportunities for higher education and growth .

#### 4. Challenges :

- Grooming Hindi medium students to compete with English medium counterparts.



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## Academic Audit 2022

- To inculcate leadership quality , entrepreneurial skills and overall Personality development of students.
- To make the students proficient in handling computer.

### Department of Economics

1. Name of the Department: Economics

2. Year of Establishment: 2011

3. Names of Program /Courses offered: UG

4. Annual/ semester/choice based credit system (program wise) –CBCS

5. Participation of the department in the courses offered by the other department-

Political Science, History, MIL English, MIL-Hindi, MIL Kurukh, Geography (EVS)

6. Faculty:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Maxentius Kujur	M.A. B.Ed.	Assistant Professor	Agriculture economics	10Years
John Vinod Kujur	M.A. B.Ed NET.	Assistant Professor	Mathematical Economics	6 Years
Ronit MARCEI Xess	M.A. NET	Assistant Professor	Mathematical Economics	2 Years

7. Student-Teacher Ratio (program wise) – 13:1(39:3)

8. Student profile program/course wise:

Name of the Course/ Program (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A I	19	19	11	08	...
B.A II	14	14	3	11	
B.A III	06	06	04	02	100%

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### 9. Diversity of Students

Name of the Course	% of students from the same state
B.A. I	100
B.A. II	100
B.A.III	100

### 10. Student progression

Students progression	Against % enrolled
UG to PG	80%
Entrepreneurship/self employment	10%

### 11. Details of Infrastructural facilities

- Library- Yes
- Internet facilities for Staff & Students-Central Internet center available in college students and staff- Yes
- Class rooms- Yes
- Laboratory- Yes

12. Details on student enrichment programs - Quiz, seminar, Interdepartmental programs, Student development programs, Webinar, Field study trip, Internship programs, Outreach programs

13. Teaching methods adopted to improve student learning- Conentional, Power point presentation, Project based learning, Experimental methods

14. Participation in Institutional Social Responsibility (ISR) and Extension activities- NSS, YRC, Eco-club, AICUF

SWOC analysis of the department and Future plans.

#### 1. Strength:

- Hard working, disciplined and patient students
- Committed faculty providing personal guidance to students



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- Well equipped and modernized laboratory
- Clean and silent environment
- Dedicated teachers

### 2. Weakness:

- Less number of students
- Poor network
- poorly motivated students due to business occupation
- Irregular attendance of students on market days
- Lack of Good Books

### 3. Opportunities:

- Reaching out to rural society with new start-ups
- To produce more research scholars
- Building scientific aptitude , leadership quality and entrepreneurial skill

### 4. Challenges:

- Grooming students of rural background to help them compete with urban students
- To build up self confidence in the students to communicate in Hindi
- To help students to be self sufficient through self employment or part time job

## Department of English

1. Name of the Department: **English**

2. Year of Establishment: **2011**

3. Names of Program /Courses offered: **UG**

4. Annual/ semester/choice based credit system (program wise) – **CBCS**

5. Participation of the department in the courses offered by the other department-

**History, Political Science, Economics, MIL English, MIL-Hindi, Geography (EVS)**

6. Faculty:

Name	Qualification	Designation	Specialization	No. of Years of Experience
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Rashmi Suman Toppo	M.A., NET	Assistant Professor	Indian writing in English	2 years
Sr. Juthuka Bala Chandrodaya	M.A., B.Ed.	Assistant Professor	Indian writing in English	3 year
Aquina Toppo	M.A.	Assistant Professor	Indian writing in English	1 year

7. Student-Teacher Ratio (program wise) – 16:1(48:3)

8. Student profile program/course wise:

Name of the Course/ Program (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. I	17	17	12	5	-
B.A. II	18	18	9	9	-
B.A. III	13	13	7	6	-

\*M=Male \*F=Female

9. Diversity of Students

Name of the Course	% of students from the same state
B.A. I	100
B.A. II	100
B.A. III	100

10. Student progression

Students progression	Against % enrolled
UG to PG	65%
Entrepreneurship/self employment	10%

11. Details of Infrastructural facilities

- Library- Yes
- Internet facilities for Staff & Students-Central Internet center available in college students and staff- Yes
- Class rooms- Yes
- Laboratory- Yes



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12. Details on student enrichment programs - Quiz, Seminar, Inter-departmental Programs, Student Development Programs, Webinar, Field Study Trip, Internship Programs, Outreach Programs

13. Teaching methods adopted to improve student learning- Conventional, Power point presentation, Project-based learning and experiential methods .

14. Participation in Institutional Social Responsibility (ISR) and Extension activities- NSS, YRC, Eco-club, AICUF

### SWOC analysis of the Department and Future plans.

#### 1. Strength:

- Student-friendly services
- Teaching aids for ICT enabled teaching
- Student feedback analyzed and used for improvement in all processes
- Hard –working students
- Students are always made aware of the wide scope for their future.

#### 2. Weakness:

- The socio-cultural background of the students, many of whom are first generation learners from poor and backward families, is a major drawback for the development of the Department.
- Fewer enrollments of students.

#### 3. Opportunities:

- Efforts are on the enhancement of the quality of the students by giving them opportunities of interaction with the senior faculty members of other cognate institutions.
- Organizing various national and international workshops, seminars, conferences.
- Introduction of Professional &

#### 4. Challenges:

- Soft Skill Development Courses



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## Academic Audit 2022

- Student-centered activities
- Less number of students
- To develop Reading Culture among the students

### Department of Geography

1. Name of the Department: **Geography**
2. Year of Establishment: **2016**
3. Names of Program /Courses offered: **UG**
4. Annual/ semester/choice based credit system (program wise) – **CBCS**
5. Participation of the department in the courses offered by the other department-  
**Economics, History, Political Science, MIL English, MIL-Hindi**
6. Faculty:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Keerti Minj	M.A., B.Ed.	Assistant Professor	Soil and Agricultural Geography	7 years
Shephali Prakash	M.A., NET	Assistant Professor	Agricultural Geography	1 year
Dr. Habib Ali Mirdda	M.A, NET, Ph.D.	Assistant Professor	Physical Geography	1 year

7. Student-Teacher Ratio (program wise) – **58:1(174:3)**

8. Student profile program/course wise:

Name of the Course/ Program (refer question no. 4)	Applications received	Selected	Enrolled		Pass Percentage
			*M	*F	
B.A. I	64	64	21	43	100%
B.A. II	62	62	30	32	100%
B.A. III	49	49	22	27	100%

\*M=Male \*F=Female

9. Diversity of Students



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## Academic Audit 2022

Name of the Course	% of students from the same state
B.A. I	100
B.A. II	98
B.Sc. III	98

### 10. Student progression

Students progression	Against % enrolled
UG to PG	80%
Entrepreneurship/self employment	20%

### 11. Details of Infrastructural facilities

- Library- Yes
- Internet facilities for Staff & Students-Central Internet center available in college students and staff- Yes
- Class rooms- Yes
- Laboratory- Yes

### 12. Details on student enrichment programs - Quiz, seminar, Interdepartmental programs, Student development programs, Webinar, Field study trip, Internship programs, Outreach programs

### 13. Teaching methods adopted to improve student learning- Conventional, Power point presentation, Project based learning, Experimental methods

### 14. Participation in Institutional Social Responsibility (ISR) and Extension activities- NSS, YRC, Eco-club, AAICUF

### SWOC analysis of the department and Future plans.

#### 1. Strength:

- Excellent administrative support
- Cohesive department with stability
- Adequate lab facility



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## Academic Audit 2022

- Hard working, disciplined and patient students

### 2. Weakness:

- Students from vernacular background
- Students are from socio-economically and geographically backward region
- Poor network
- Irregular attendance of students

### 3. Opportunities:

- Start certificate course in remote Sensing and GIS
- Use of surveying method and practical methodology
- Make the department more research oriented

### 4. Challenges:

- To cope-up with the students from rural background
- Bridge the gap between slow learners and advanced learners
- To build up self confidence in the students to communicate in English
- Balancing teaching with research

## Department of Hindi

1. Name of the Department: **Hindi**

2. Year of Establishment: **2011**

3. Names of Program /Courses offered: **UG**

4. Annual/ semester/choice based credit system (program wise) –CBCS

5. Participation of the department in the courses offered by the other department-

**Political Science, History, Economics, MIL English, MIL-Hindi, MIL Kurukh, Geography (EVS)**

6. Faculty:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Avay Sukut Dungdung	M.A. B.Ed. NET.	Assistant Professor	Linguistic	3 Years



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Reema Renu Kandulna	M.A. M.phil.	Assistant Professor	Vishishth Vidha & Rachnakar	7 Years
Ephrem Minj	M.A. B.Ed.	Assistant Professor	Prayojan Mulak Hindi	3 Months

Name of the Course/ Program (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
BA I	30	29	6	23	...
BA II	26	26	7	19	...
BA III	38	36	11	25	100%

\*M=Male \*F=Female

7. Student-Teacher Ratio (program wise) – 30:1(91:3)

8. Student profile program/course wise:

9. Diversity of Students

Name of the Course	% of students from the same state
B.A. I	100
B.A. II	100
B.A.III	100

10. Student progression

Students progression	Against % enrolled
UG to PG	70%
Entrepreneurship/self employment	10%

11. Details of Infrastructural facilities

- Library- Yes
- Internet facilities for Staff & Students-Central Internet center available in college students and staff- Yes
- Class rooms- Yes
- Laboratory- Yes



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## Academic Audit 2022

12. Details on student enrichment programs - Quiz, seminar, Interdepartmental programs, Student development programs, Webinar, Field study trip, Internship programs, Outreach programs

13. Teaching methods adopted to improve student learning- Conentional, Power point presentation, Project based learning, Experimental methods

14. Participation in Institutional Social Responsibility (ISR) and Extension activities- NSS, YRC, Eco-club, AAICUF

SWOC analysis of the department and Future plans.

### 1. Strength:

- Hard working, disciplined and patient students
- Committed faculty providing personal guidance to students
- Well equipped and modernized laboratory
- Clean and silent environment

### 2. Weakness:

- Less number of students
- Poor network
- poorly motivated students due to business occupation
- Irregular attendance of students on market days
- Lack of Hindi vocabulary

### 3. Opportunities:

- Reaching out to rural society with new start-ups
- To produce more research scholars
- Building scientific aptitude , leadership quality and entrepreneurial skill

### 4. Challenges:

- Grooming students of rural background to help them compete with urban students
- To build up self confidence in the students to communicate in Hindi
- To help students to be self sufficient through self employment or part time job



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## Academic Audit 2022

### Department of History

1. Name of the Department: **History**
2. Year of Establishment: **2011**
3. Names of Program /Courses offered: **UG**
4. Annual/ semester/choice based credit system (program wise) –**CBCS**
5. Participation of the department in the courses offered by the other department-  
**Pol. Science, Economics, MIL English, MIL-Hindi, Geography (EVS)**
6. Faculty:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Beula Bhengra	MA,B Ed, NET	Assistant Professor	Modern History	3 years
Subodh Minj	MA, B Ed, NET	Assistant Professor	Modern Indian History	3 Months
Saheb	MA, NET, MBA	Assistant Professor	BSc IT, Higher diploma in Software engineering	3 Months

7. Student-Teacher Ratio (program wise) – **29:1(87:3)**

8. Student profile program/course wise:

Name of the Course/ Program (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. I	41	39	25	14	...
B.A. II	29	29	19	10	
B.A. III	20	19	11	8	100%

\*M=Male \*F=Female

9. Diversity of Students

Name of the Course	% of students from the same state
B.A. I	100



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## Academic Audit 2022

B.A. II	100
B.A. III	100

### 10. Student progression

Students progression	Against % enrolled
UG to PG	80%
Entrepreneurship/self employment	10%

### 11. Details of Infrastructural facilities

- Library- Yes
- Internet facilities for Staff & Students-Central Internet center available in college students and staff- Yes
- Class rooms- Yes

### 12. Details on student enrichment programs – Speech competition, SDP, Seminar, Students Exchange Program, Inter Departmental Program, Webinar, Field Study Trip, Internship Program, and Outreach Programs.

### 13. Teaching methods adopted to improve student learning- Project, Practical, lecture, Power Point Presentation, Experimental Method.

### 14. Participation in Institutional Social Responsibility (ISR) and Extension activities- NSS, YRC, Eco-club, AICUF

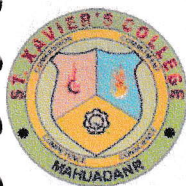
### SWOC analysis of the department and Future plans.

#### 1. Strength:

- Hard working, disciplined and patient students
- Committed faculty providing personal guidance to students
- Clean and silent environment

#### 2. Weakness:

- Less number of students



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## Academic Audit 2022

- Poor network
- poorly motivated students due to business occupation
- Irregular attendance of students on market days

### 3. Opportunities:

- Reaching out to rural society with new start-ups
- To produce more research scholars
- Building leadership quality and entrepreneurial skill

### 4. Challenges:

- Grooming students of rural background to help them compete with urban students
- To build up self confidence in the students to communicate in English
- To help students to be self sufficient through self employment or part time job

## Department of Kurukh

1.Name of Department : Kurukh

2.Year of Establishment : 2011

3.Name of programme /courses offered : UG

4.Annual/Semester/Choice based credit system ( programme wise)- CBCS

5.Participation of the department in the courses offered by the other department – MIL English, MIL Hindi, Geography (EVS), History, Political science, Economics

6. Faculty :

Name	Qualification	Designation	Specialization	No. of years of experience
Pyari Kujur	M.A NET PhD	Assistant Professor	Bhasha Vigyan	11 years

7..Student-Teacher Ratio : 3: 1

8.Student Profile Programme /Course wise :

Name of the course/programme (refer quest. no 4)	Applications received	Selected	Enrolled		Pass Percentage
			Male	Female	
B.A Part I	-	-	-	-	-



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B.A Part II	-	-	-	-	-
B.A Part III	4	4	2	2	100

### 9.Diversity of students :

Name of the course	Percentage of students of the same state (Jharkhand)
B Com Part I	100 %
B Com Part II	100 %
B Com Part III	100 %

### 10.Students Progression

Student Progression	Against percent enrolled
UG to PG	75 %
Entrepreneurship /Self employed	25

### 11.Details of Infrastructural facilities :

- a. Library – Yes
- b. Internet facilities for staff and students : Central internet centre available in college for students and staff
- c. Classroom – Yes
- d. Laboratory – No

12.Details of student enrichment programmes – Student Development Programme, Field trips, Internship programme, Seminar, Webinar, Outreach Programme, quiz, speech, debate, extempore, etc.

13.Teaching Methods adopted to improve student learning – Conventional classroom teaching, PowerPoint presentation, project based learning, practical exposure (through field trips, industrial visits).

14.Participation in Institutional Social Responsibility and Extension Activities : NSS, YRC, AICUF.



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## Academic Audit 2022

### SWOC ANALYSIS

#### 1. Strength :

- Dedicated faculty providing quality education and guidance .
- Disciplined , studious students .

#### 2. Weakness :

- Irregularity of students .
- Communication problem .

#### 3.Opportunity :

- Preserving inherent language and culture for future growth .
- Opportunities for higher education .

#### 4.Challenges :

- To make students proficient in English and computer handling .
- Personality development of students .

### Department of Mathematics

1. Name of the Department: **Mathematics**

2. Year of Establishment: **2011**

3. Names of Program /Courses offered: **UG**

4. Annual/ semester/choice based credit system (program wise) – **CBCS**

5. Participation of the department in the courses offered by the other department-

**Physics, Chemistry, MIL English, MIL-Hindi, Geography (EVS)**

6. Faculty:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Neha Minj	M.Sc.	Assistant Professor	Analysis-II, Operation Research	3 years
Anjna Ekka	M.Sc., NET	Assistant Professor	Wavelets Analysis, Generalized Convexity and Optimization	3 years
Aaliya Nadim	M.Sc., B.Ed.	Assistant	Fourier and Wavelet Analysis,	3 years



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		Professor	Integral Equations.	
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7. Student-Teacher Ratio (program wise) – 11:1 (33:3)

8. Student profile program/course wise:

Name of the Course/ Program (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. I	14	14	05	09	-
B.Sc. II	07	07	04	03	-
B.Sc. III	12	12	08	04	-

\*M=Male \*F=Female

9. Diversity of Students

Name of the Course	% of students from the same state
B.Sc. I	100
B.Sc. II	100
B.Sc. III	100

10. Student progression

Students progression	Against % enrolled
UG to PG	75%
Entrepreneurship/self employment	10%

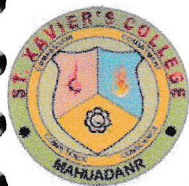
11. Details of Infrastructural facilities

a. Library- Yes

b. Internet facilities for Staff & Students-Central Internet center available in college students and staff- Yes

c. Class rooms- Yes

d. Laboratory- Yes



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## Academic Audit 2022

12. Details on student enrichment programs - Quiz, seminar, Interdepartmental programs, Student development programs, Webinar, Field study trip, Internship programs, Outreach programs.

13. Teaching methods adopted to improve student learning- Conventional, Analytic, Problem solving, Power point presentation, Project based learning, Experimental methods.

14. Participation in Institutional Social Responsibility (ISR) and Extension activities- NSS, YRC, Eco-club, AICUF

### SWOC analysis of the department and Future plans.

#### 1. Strength:

- Hard working, disciplined and patient students.
- Committed faculty providing personal guidance to students.
- Providing multiple pathways to understanding a Mathematical concept.
- Clean and silent environment.

#### 2. Weakness:

- Less number of students.
- Bad communication networks.
- Irregular attendance of students.

#### 3. Opportunities:

- To produce more research scholars.
- Building scientific aptitude, leadership quality and entrepreneurial skill.
- To start Various Certificate courses in Mathematical Softwares (useful in teaching, learning and research).

#### 4. Challenges:

- To increase students strength in the department of Mathematics.
- To remove phobia about subject and to create interest among the student learn fundamental concepts of Mathematics with joy.



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- Grooming students of rural background to help them compete with urban students.
- To help students to be self sufficient through self employment or part time job.

### Department of Physics

1. Name of the Department: **Physics**

2. Year of Establishment: **2011**

3. Names of Program /Courses offered: **UG**

4. Annual/ semester/choice based credit system (program wise) – **CBCS**

5. Participation of the department in the courses offered by the other department-

**Mathematics, Chemistry, MIL English, MIL-Hindi, Geography(EVS)**

6. Faculty:

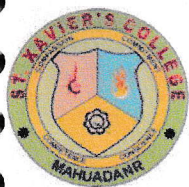
Name	Qualification	Designation	Specialization	No. of Years of Experience
Md. Zafar Aqubal	MSc., NET	Assistant Professor	Electronic Science	7 years
Sr.Jolly K.Thomas	MSc., B.Ed	Assistant Professor	MRI(project)	1 year
Fr. Simon Murmu	MSc.	Assistant Professor	Computer programming	1 year

7. Student-Teacher Ratio (program wise) – **14:1(44:3)**

8. Student profile program/course wise:

Name of the Course/ Program (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.Sc. I	16	16	11	5	...
B.Sc. II	12	10	6	4	
B.Sc. III	22	18	11	7	100%

\*M=Male \*F=Female



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## Academic Audit 2022

### 9. Diversity of Students

Name of the Course	% of students from the same state
B.Sc. I	100
B.Sc. II	100
B.Sc. III	100

### 10. Student progression

Students progression	Against % enrolled
UG to PG	70%
Entrepreneurship/self employment	10%

### 11. Details of Infrastructural facilities

- Library- Yes
- Internet facilities for Staff & Students-Central Internet center available in college students and staff- Yes
- Class rooms- Yes
- Laboratory- Yes

12. Details on student enrichment programs - Quiz, seminar, Interdepartmental programs, Student development programs, Webinar, Field study trip, Internship programs, Outreach programs

13. Teaching methods adopted to improve student learning- Conventional, Power point presentation, Project based learning, Experimental methods

14. Participation in Institutional Social Responsibility (ISR) and Extension activities- NSS, YRC, Eco-club, AAICUF

SWOC analysis of the department and Future plans.

#### 1.Strength:

- Hard working, disciplined and patient students



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## Academic Audit 2022

- Committed faculty providing personal guidance to students
- Well equipped and modernized laboratory
- Clean and silent environment

### 2. Weakness:

- Less number of students
- Poor network
- poorly motivated students due to business occupation
- Irregular attendance of students on market days

### 3. Opportunities:

- Reaching out to rural society with new start-ups
- To produce more research scholars
- Building scientific aptitude , leadership quality and entrepreneurial skill

### 4. Challenges:

- Grooming students of rural background to help them compete with urban students
- To build up self confidence in the students to communicate in English
- To help students to be self sufficient through self employment or part time job

## Department of Political Science

1. Name of the Department: **Political Science**

2. Year of Establishment: **2011**

3. Names of Program /Courses offered: **UG**

4. Annual/ semester/choice based credit system (program wise) –**CBCS**

5. Participation of the department in the courses offered by the other department-

**History, Economics, MIL English, MIL-Hindi, Geography(EVS)**

6. Faculty:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Rajeev Kumar Mahto	M.A., NET	Assistant Professor	International Organisation	8 Months



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## Academic Audit 2022

			Law and Policy	
Subhash Chandra Samant	M.A., NET	Assistant Professor	International Organization Law and Policy	5 Months
Nancy Topno	M.A., NET	Assistant Professor	Public Administration	5 Months

7. Student-Teacher Ratio (program wise) – 30:1(92:3)

8. Student profile program/course wise:

Name of the Course/ Program (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. I	19	19	11	8	...
B.A. II	32	32	19	13	
B.A. III	41	35	24	11	100%

\*M=Male \*F=Female

9. Diversity of Students

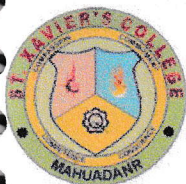
Name of the Course	% of students from the same state
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B.A. III	100

10. Student progression

Students progression	Against % enrolled
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## Academic Audit 2022

c) Class rooms- Yes

12. Details on student enrichment programs - Quiz, seminar, Interdepartmental programs, Student development programs, Webinar, Field study trip, Internship programs, Outreach programs

13. Teaching methods adopted to improve student learning- Conventional , Power point presentation, Project based learning, Assignments, Survey, Field study

14. Participation in Institutional Social Responsibility (ISR) and Extension activities- NSS, YRC, Eco-club, AAICUF

SWOC analysis of the department and Future plans.

### 1. Strength:

- Hard working, disciplined and patient students
- Committed faculty providing personal guidance to students
- Well equipped and modernized library
- Clean and silent environment

### 2. Weakness:

- Less number of students
- Poor network
- poorly motivated students due to business occupation
- Irregular attendance of students on market days
- Less Confidence

### 3. Opportunities:

- Reaching out to rural society with new start-ups
- To produce more research scholars
- Building scientific aptitude , leadership quality and entrepreneurial skill
- To promote students for higher education

### 4. Challenges:

- Grooming students of rural background to help them compete with urban students



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## Academic Audit 2022

- To build up self confidence in the students to communicate confidently
- To help students to be self sufficient through self employment or part time job

### 5. Result of Session 2018-21 ( Stream wise)

#### B.Com

Appeared for the Final Exam = 157

Total No. of Students = 157

B.Com. Number of Students Appeared = 32

Distinction = 06

% = 19%

1<sup>st</sup> Div. = 25

% = 78%

2<sup>nd</sup> Div. = 01

% = 3%

3<sup>rd</sup> Div. = 0

% = 0%

Fail = 0

% = 0%

Total Pass Students = 32

Total % = 100%

#### ARTS

Appeared for the Final Exam = 157

Total No. of Students = 157

B.A. (All subjects) Number of Students Appeared = 97

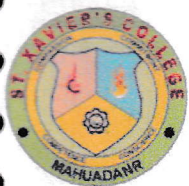
Distinction = 26

% = 27%

1<sup>st</sup> Div. = 67

% = 69%

2<sup>nd</sup> Div. = 04



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## Academic Audit 2022

% = 4 %

3<sup>rd</sup> Div. = 0

% = 0%

Fail = 0

% = 0%

Total Pass Students = 97

Total % = 100%

### SCIENCE

Appeared for the Final Exam = 157

Total No. of Students = 157

B.Sc. (Maths, Physics & Botany) Number of Students Appeared = 28

Distinction = 11

% = 39%

1<sup>st</sup> Div. = 17

% = 61%

2<sup>nd</sup> Div. = 0

% = 0%

3<sup>rd</sup> Div. = 0

% = 0%

Fail = 0

% = 0%

Total Pass Students = 28

Total % = 100%

### 6. Administrative Audit

The following units were covered

- Administration
- Finance



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## Academic Audit 2022

### Observations

#### Administration

The College Administration takes every step to see that aims and objective of the institution is fulfilled.

It is prompt in delivering quick services to its stakeholders and attends to the grievances.

The Governing body of the College with HJES, the Parent body of the College takes care of the issues related to the welfare and service conditions of the institution.

#### Finance

- The College primarily depends on its parent body HJES for finance.
- The fee collected from the students meets the needs of the college partially..
- It receives certain fund through the local leaders such as the MLA
- The external Audit of the College account is done annually and the internal audit is done periodically.
- Economically poor students are given concessions either fully or partially.

### 7. Constitution of Internal AAA

St. Xavier's College Mahuadanr, constituted an internal committee constituting of eleven members headed by Principal, Dr. Fr. M. K Jose SJ, the HoDs and the Academic Council Members. The preliminary meeting was held on 12th February 2022 to outline the broad objectives of the academic audit. The internal Audit Team comprises of the following members.

No.	Name of the Members	Designation
1	Dr. Fr. M. K. Jose, Principal	Chairman
2	Asst. Prof. Sr. Kasline	Audit Coordinator
3	Asst. Prof. Dr. Sanjay Bara	Academic Council Coordinator



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4	Asst. Prof. Md. Zafar Aqubal	Teachers Representative
5	Asst. Prof. Jolly K. Thomas	Executive Member
6	Asst. Prof. Rashmi Suman Toppo	Executive Member
7	Asst. Prof. Neela Purnima Tirkey	Executive Member
8	Asst. Prof. Rose Alice Barla	Executive Member
9	Asst. Prof. Dr. Pyari Kujur	Executive Member
10	Asst. Prof. Binay Kumar Yadav	Executive Member
11	Asst. Prof. Keerti Minj	Executive Member
12	Asst. Prof. Vibha Alpna Kujur	Executive Member

### 8. The Process of Internal AAA.

The internal Audit Team headed by the Principal met on 20th February 2022 and planned about the Audit to be conducted. Each department was asked to prepare a report based on Curriculum, Learning, Evaluation and Future Plans

### 9. Review and Recommendations by Internal AAA Team

The internal Audit team reviewed the report prepared by the Departments . on the basis of the observations, the internal audit prepared a report and submitted it to the Principal. The Principal after careful check and review passed it on the IQAC for the implementation of the suggestions and recommendations.

- To equip students better with the use of Internet, they can be taught communicative English .
- Annual lesson plan can be prepared and given to students in advance.
- Students can be asked to make presentations of various topics.
- Monthly unit test of every paper and re-test of those whose performance are not up to the mark.



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## Academic Audit 2022

- Seminar/ Conference/ Workshops conducted by the department as well as attended by the staff and students outside the college including paper presentation and chairing the sessions, Start-ups by students and alumni
- Placement activities/initiatives including Soft-skills, Life-skills, Career Skills, Time Management, Image Building, Personal Grooming
- Department Growth Plan and Personal Growth Plan can be implemented

### 10. Process of External Audit

The Academic Audit Team identified the External Audit Team. The identified persons were contacted through phone/e-mail/letter. The Academic Calendar, the Syllabus and the previous question papers were given to them in advance. The dates of the visit of academic audit members were scheduled for 4<sup>th</sup> March 2022.

The programme schedule was also prepared by the team. On the day of the visit, the external team will be welcomed at the entrance of the college in a traditional manner. The Principal would welcome them with the formal welcome address. Then the Team would meet the Principal and the faculty in the Meeting Room. The Principal would present the future plan of the Institute. Any clarification sought by the team will be responded by the IQAC co-ordinator. The Team will then visit the departments and meet the faculty members of each department. They will also visit the Classrooms, lab and other facilities like the dark room. The team will also interact with the students, Faculty and technical staff. The team will interact with the Administrative Council and the Internal Audit Team. The documents will then be verified. Followed by this they would go for lunch. Then the team will prepare the report and the exit meeting with the Principal, the IQAC members and the faculty members will be done.

### 11. Audit Committee (External AAA Team)

No.	Name of the Member	Designation
1.	Dr. R. P. Singh	Senate and Syndicate member of Nilamber-Pitamber University



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## Academic Audit 2022

		and Principal, J. S. College, Medininagar, Palamu, Jharkhand
2.	Dr. I. J. Khalkho	Senate and Syndicate member of Nilamber-Pitamber University and Principal, GEL College, Medininagar, Palamu, Jharkhand
3.	Dr. S. K. Pandey	Dean, Commerce, Nilamber-Pitamber University, Palamu, Jharkhand

### 12. Schedule for Academic and Administrative Audit Process

Date: 04-03-2022

Time	Activity		
10.00 am	Arrival of the team	Welcoming and honouring the External Peer team in a traditional manner. Venue: College entrance	Traditional Dance. Words of welcome by the Principal. Venue: College entrance
10.30 am	Refreshment	Venue: Principal's office	
11.00 am	External Audit team meets with the Principal and faculty	Introduction and briefing by the Principal Venue: Meeting Room	1. Presentation of the progress and future plan of the Institute by the Principal. 2. Clarification sought by the Team. 3. Response given by IQAC coordinator Venue: Meeting Room.
11.45 am	Department experts and the faculty of different Departments	Visit to the Departments. Meeting with the faculty members of each department by the peer team.	1. Meeting with the faculty members. 2. Report presentation of the Department by the HODs 3. Visit to the Class rooms, Lab and other facilities like the dark room. 4. Verification of documents.



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## Academic Audit 2022

			5. Interaction with the students, faculty and technical staff.
1.00 pm	Audit Team and the Administrative council		1. Interaction with the Principal. 2. Interaction with the core members of IQAC Committee. 3. Verification of the central documents.
1.30-2.00 pm		Lunch	
Post Lunch 02 pm to 05 pm	External Audit Team	1.Preparation of report	Documentation of the report of the college.
		2.Exit meeting	Exit meeting with the Principal, the IQAC members and the faculty members.

### 13. OBSERVATIONS

To examine and review the teaching and learning mechanism of St. Xavier's College Mahuadanr the Academic Audit was done in a view to monitor and enhance the academic quality and standards needed to achieve the vision and mission of the Institute.

- Despite the fact of it being in the rural area, it outshines in its contribution to make the students compete with those of urban set up.
- The commendable work of the management and faculty in facilitating effective learning within a comprehensive and interactive learning environment, providing supportive facilities and having a fair evaluation system is highly appreciable.
- The curriculum is in keeping with the vision and mission of the college and has relevance to the local, national and global needs.
- The slow and advanced learners are identified and through assignments, assessments and observation and personal care is given.



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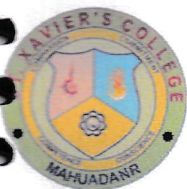
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## Academic Audit 2022

- The well equipped laboratories, lecture halls and ICT rooms make teaching learning interactive. The college is clean and attractive with beautiful play grounds and spacious verandas. The green initiatives taken by the college is commendable.
- A large library with sufficient number of books available for every subject is a wonderful achievement.

### 14. Recommendations of External AAA

- Research culture in the College needs to be strengthened.
- Skill enhancement and capacity building programmes for students should be strengthened.
- Student strength is to be increased.
- Proper documentation is required for all activities.
- Considering strong potential for sports talent, sports infrastructure should be augmented and students encouraged to take part in state and national level sports activities besides NCC and NSS camps.
- Adequate ICT enabled classroom facility may be made available to the Academic Departments.
- A centre for local culture and tradition along with a museum depicting various tribal way of life may be set up in the College.



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## Academic Audit 2022

### Name and signature of the Academic Administrative Audit Team:

Dr. R.P. Singh

Senate and Syndicate member of Nilamber-Pitamber University  
and Principal, J.S. College, Medininagar, Palamu, Jharkhand

Dr. I. J. Khalkho

Senate and Syndicate member of Nilamber-Pitamber University  
and Principal, GLA College, Medininagar, Palamu, Jharkhand

Dr. S. K. Pandey

Dean, Commerce,  
Nilamber-Pitamber University, Palamu, Jharkhand

Fr. Dr. M. K. Joseph S. J.

Principal,  
St. Xavier's College, Mahuadanr

Sr. Kaslin Juliet

IQAC Co-ordinator and Vice-Principal

Asst. Prof. Department of Botany, St. Xavier's College Mahuadanr

Asst. Prof. Dr. Sanjay Bara

Vice-Principal

Asst. Prof. Department of History, St. Xavier's College Mahuadanr

Asst. Prof. Md. Zafar Aqubal

HoD, Physics, St. Xavier's College Mahuadanr

Asst. Prof. Sr. Jolly K. Thomas

Department of Physics, St. Xavier's College Mahuadanr

Asst. Prof. Rashmi Suman Toppo

Department of English, St. Xavier's College Mahuadanr

Asst. Prof. Neela Purnima Tirkey

HoD, Political Science, St. Xavier's College Mahuadanr



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Asst. Prof. Mrs. Rose Alice Bara

HoD, Commerce, St. Xavier's College Mahuadanr

Asst. Prof. Dr. Pyari Kujur

HoD, Kurukh, St. Xavier's College Mahuadanr

Asst. Prof. Binay Kumar Yadav

HoD, Chemistry, St. Xavier's College Mahuadanr

Asst. Prof. Keerti Minj

HoD, Geography, St. Xavier's College Mahuadanr

Asst. Prof. Dr. Vibha Alpana Kujur

HoD, Hindi, St. Xavier's College Mahuadanr



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## **Action Taken on the basis of Academic and Administrative Audit on**

**07/05/2022 – 09/05/2022**

- Instituted initiatives to enhance and foster a robust research culture within the College.
- Implemented measures to strengthen skill enhancement and capacity-building programs for students.
- Launched targeted campaigns and strategies to increase student enrollment in the College.
- Established proper documentation protocols for all college activities to ensure transparency and accountability.
- Initiated plans to enhance sports infrastructure and actively encouraged student participation in state and national-level sports, and NSS camps.
- Ensured the availability of adequate ICT-enabled classroom facilities for all Academic Departments.
- Planned and initiated the establishment of a centre dedicated to local culture, including a museum showcasing various tribal ways of life within the College.

**Dr. Fr. M. K. Joseph SJ**

**Principal**  
Principal  
St. Xavier's College  
Mahuadanr  
District Latehar