



# **Academic and Administrative Audit**

**2022-2023**

**by**

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





# **Academic and Administrative Audit Report 2022-2023**



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

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## Academic Audit 2023

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# ST. XAVIER'S COLLEGE MAHUADANR

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AISHE-C-42763

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

## Academic Audit 2023

### 1. Introduction

St. Xavier's College Mahuadanr in its twelve years of service has continuously strived towards self-improvement and excellence. Evaluation is an important process in this journey towards achieving higher standards. The institution gives utmost importance to critical evaluation of teaching-learning and all other activities leading to a holistic development of the students. Academic audit is an integral part of this procedure wherein the institution strives to improve itself and raise its level of performance.

The main objective of an academic audit is to ascertain departments have put in place adequate and effective quality assurance mechanisms in terms of strategies, procedures, their applicability that ensures quality inputs and consequently quality outputs; their agility in ensuring continuous improvements along with review of available resources, their optimal utilization, additional resource requirements for providing quality education.

The institution has introduced systems and practices in the work environment and established high standards and benchmarks to guide in its performance in keeping with the Institution's vision and mission keeping to the prevalent trend in the higher education in India. More and more of Institutions and universities in the country volunteer to subject their activities and performances to be critically reviewed and audited by national and international agencies. The contributions by national bodies such as the National Assessment and Accreditation Council (NAAC) in the educational sector has sensitized an increasing number of forward-looking establishments in the country to participate, learn and benefit from the expertise and readiness of these agencies to foster such participatory learning.

The College conducted the Academic Audit for the year 2022-2023 with the aim of evaluating and assessing the qualitative performance of the various departments and measuring the extent of their contribution in the progress of the students and the institution. The IQAC was instrumental in the constitution of an external expert panel for the conduct of the Audit. The experts



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conducted a detailed assessment of the Self-Study Reports submitted by the departments. The team was very appreciative of the initiatives, measures and strategies employed by the departments in delivering their best.

### 2. Audit Committee (External)

The Audit committee comprised of the following members.

1. Dr. R. P. Singh - Senate and Syndicate member of Nilamber-Pitamber University and J. S. College Medninagar, Palamu, Jharkhand
2. Dr. I. J. Khalkho - Senate and Syndicate member of Nilamber-Pitamber University and GLA College Medninagar, Palamu, Jharkhand
3. Dr. S. K. Pandey - Dean, Commerce, Nilamber-Pitamber University, Palamu, Jharkhand

### 3. Academic Audit Council (Internal Committee)

1. Fr. Dr. M.K. Joseph S.J. - Principal
2. Asst. Prof. Sr. Kaslin Juliet - Audit Coordinator
3. Assist. Prof. Dr. Areful Haque - Executive Member
4. Asst. Prof. Rasmi Suman Toppo - Executive Member
5. Asst. Prof. Ajay Kumar Saw - Executive Member
6. Asst. Prof. Neha Minj - Executive Member
7. Asst. Prof. Sr. Jolly - Executive Member

### 4. The Objective and Scope of the Audit

The broad objective of the Academic Audit was outlined by the Principal Dr. Fr. M. K. Jose S.J. in the introductory meeting held on 20-02-2023 with the members to make an independent assessment of the College by an external Peer Team consisting of the above members.



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Accordingly the Audit team decided to look into the prevailing situation at the College along the following aspects in the course of the Audit.

### Scope

- Methodology of teaching and learning for different courses.
- Functioning of the Laboratories and Computer facilities.
- Examination and Evaluation System
- Activities of the Internal Quality Assurance Cell.
- Outreach programmes conducted by the College including the NCC Programmes
- Alumnae and their contribution to the College
- Opportunities and scope of improvements in the major functional area

The team is empowered to express views and give suggestions for the improvement of the system followed by the College.

### 5. Methodology

The introductory meeting with Principal, the Vice Principals, IQAC- coordinator, Administrative Council, Academic Council, the Controller of Examinations and other officials was held. A presentation made by the College gave a general and broad profile of the facilities and activities of the College. The achievements made and the new infrastructure added was also mentioned.

The Audit team conducted their visit on 18-2-2023. The team visited various departments. They also made an inspection of the Solar Power generation and rain water harvesting system. They had interaction with the faculty and students of each department and the Supportive staff .To enable the team to acquire firsthand information about the various facilities available in the college, visit to the laboratories, Herbarium, computer facilities , the library were



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accommodated in the schedule. They also had separate discussion with the Principal, the Vice Principals and the IQAC coordinator. The Audit team also had elaborate discussion with the Examination Committee for a detailed assessment of the Examination and Evaluation process.

Based on the information gathered from the available documents and interactions with the different stakeholders of the institution, the Audit Committee has made a sincere effort to put forward certain views, observations, recommendations in the report with the expectation that these recommendations will be implemented and it will best serve the interest of the College as intended.

### 6. Brief Profile of the College

#### **Establishment and purpose**

St. Xavier's College, Mahuadanr, a co-educational under graduate institution was established in 2011 to impart quality education primarily to the most neglected under privileged students. However, the College follows the principle of inclusiveness, and hence admits all students irrespective of caste, creed, gender and economic disparities. The College is also meant to serve the indigenous people of the remote area of Mahuadanr in Latehar district of Jharkhand.

The institute offers a thorough living and learning experiences through its spacious class rooms, computer labs, latest pedagogy, Wi-Fi ambience, learned faculty, voluminous Library, hostel for girls, hygienic canteen etc. By means of Department associations, student clubs, NSS, YRC and AICUF co-curricular and extracurricular activities and sports are given equal importance. Students of our college have represented in university and State level competitions. At the institute level students conduct Youth festival, Science Exhibition, Annual Sports Meet every year. These events are planned and conducted by the students which enable them to polish their leadership and event management skill.



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The institution imparts quality education and provides ample opportunities to the students that encompass sustainable holistic development thereby enhancing the career prospects as well as life skills of the students. Undoubtedly every single stakeholder appears to be proud and contented here.

### 7. Institution's Vision, Mission and Quality Policy

#### *Vision*

St. Xavier's College aspires to develop professionally competent and compassionately committed people for creating a just and humane society by promoting harmonious living with different socio-cultural groups and with the whole creation.

#### *Mission*

- To provide quality based academic excellence especially for tribal youth.
- To motivate students to be skill-oriented, competent, committed, conscientious and compassionate persons.
- To promote modern and scientific techniques as well as the cultural values of the local people.
- To capitalize on potential benefits for students in terms of research opportunities, mentoring and networking that are singular to comprehensive institutions.
- To sow the seeds of multifarious challenges of life among the tribal youth by means of understanding ethical dimensions of personal and professional life; also to procure means of examining their own values, attitudes and beliefs.
- To prepare students for a life of meaningful professional service and leadership.

#### *Quality Policy*

- Imparting value added education in a congenial, disciplined and a research oriented environment.



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- Fostering cultural, ethical, moral and social values in the human resources of the institution.
- Reinforcing our bonds with the parents, Alumni and the stakeholders and to seek their suggestions for innovating and excelling in every sphere of quality education.

#### Awards and Accolades

Within 13 years of its establishment, St. Xavier College despite being in a rural area has made remarkable strides in the field of Education and its contribution to the society. The college has earned the following status:

- District Green Champion Award by MGNCRE, Department of Higher Education, Government of India in 2022
- Recognition under 2(f) of the UGC Act 1956
- ISO - 9001: 2015
- AISHE-C-42763
- Awarded B Grade by NAAC in 2019
- NIRF ranking
- Certificate of Appreciation from SDO ( Mahuadanr Block) for outstanding Outreach Activities and Free Blood Donation.

#### New Horizon

Upgrading the undergraduate courses to Post Graduate Courses and induction of B.Ed Programs are the new horizons to achieve. A research centre has been proposed to be established.

The proposed Boy's Hostel might soon be realized.

#### Management

The College has six decision making bodies

- Parent Body
- Governing Body
- Administrative council
- Staff council



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- Academic Council
- Finance committee

Various aspects of the Academic Affairs and administration of the College are organized and looked after by 36 committees constituted by the members of the Management and faculty. In some of these committees, representatives of the students and alumni are also present.

### Out Reach Programs

The college encourages students' participation in the various seminars and diverse cultural activities throughout the year. The students are also motivated to participate voluntarily in outreach program. The NSS and Sports Department have distinguished themselves in their participation in the local and state level programs. The college conducts outreach programmes in villages anchored by the students in cleanliness and environment friendly programs. A noteworthy practice of the college is the involvement of students in teaching the underprivileged students of the neighbouring Government Schools.

### Global Perspective

Pre-pandemic period is marked with the International student and Faculty exchange Program whereby students and Faculty from Australia conducted program for the stakeholders of our Institute. Participation of Faculty and students in International webinar is also noteworthy.

### Mini-Research project

To improve the research skills of the students, a mini research related to his or her degree program under the guidance of the faculty has been undertaken by each Department.

### Implementation of NEP

NEP has been implemented successfully from the Academic Year 2022-2023 with the introduction of FYUGP. The various papers that have been introduced are English Communication, Global Citizenship Education and Education for sustainable Development, Fundamentals of Science Laboratory, Computer Basics and Multimedia, Digital Marketing,



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Mathematical and Computational Thinking and Analysis, Understanding India, Health ,Yoga and Wellness, Sports.

### Infrastructural Facilities

ADC IC (4/8 bit Analog to digital convertor) ME 731

Adder and subtractor Circuits (4-bit)

B. H. Curve Apparatus ME-566

Fresnel's Diffraction Apparatus

Hydrogen Discharge Tube with Transformer and stand

Kundt's Tube Apparatus with oscillator

LCR Resonance apparatus

Lee's Disc apparatus

Logic Gates using universal Gates ME-692

Malus Law apparatus

Maximum Power Transfer Theorem

Melde's apparatus

Mechanical Equivalent of Heat Apparatus

Phase shift Oscillator

Plank's Constants Apparatus ME-526

Platinum Resistance Thermometer

PN Junction Diode Characteristics Apparatus ME-539D

Reflection grating apparatus (He-Ne laser along with laser mount, optical bench, mounted scale on tilt table and reflection grating screen)

Richardson Law (work function diode) ME 528

Rigidity of Modulus "Maxwell Apparatus"

Ripple Factor Apparatus ME--579D

Searle's Apparatus (Elastic Constant)



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Function Generator

Solar Cell Characteristics Apparatus

Stefan Constant Apparatus

Superposition Theorem apparatus ME 592

Thermal Conductivity of Copper (Searle's apparatus)

Thermo electric e.m.f. with temperature for a copper iron

Thevenin's Theorem ME 594

Tunnel Diode Characteristics apparatus

Wedge-Shaped Film apparatus

Young Modulus by wire by optical lever method

Zener diode Characteristic Apparatus

g and velocity for a freely falling body using Digital Timing Technique

Kipp's Apparatus

Digital Photo Calorimeter 8 filters

Thermostat water bath 6 holes

Hot Air Oven

Refrigerator small Size Videocon 80 litres

Abbes Refractometer

Barometer

Hot Air Blower 1600W

Dewar Flask

PH Meter Pen Type

Electronic Microscope

Light Microscope



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### Academic Audit 2023

#### Integrated Coaching Centre

An integrated coaching centre was opened from December 2021 to 2022 to empower students to appear for various competitive examinations both state and national level. The request to continue the same has been forwarded to the Local MLA.

#### CSC (Common Service Centre) coaching

The CSC is expected to provide online coaching certified through Amity University for various programs. Followings are some of these: - CSR, CDS, NET, NAVY, JSSC, Air Force, CSC CIVIL, MTS, NDA, CISF, SSC-GD, and Indian Army.

### 8. DEPARTMENTAL SWOC ANALYSIS

#### Department of Botany

1. Name of the Department: **Botany**
2. Year of Establishment: 2016
3. Names of Program /Courses offered: **UG/FYUG**
4. Annual/ semester/choice based credit system (program wise) – semester & choice based credit system
5. Participation of the department in the courses offered by the other department- **UG: Zoology, Chemistry, MIL (English & Hindi), Computer Science**  
**FYUG: Zoology, Chemistry, MIL (English & Hindi), Computer Science, Communicative English, Fundamental of Science & Laboratory, Understanding India, Health, Yoga & Wellness, Sports, Mathematical & Computational thinking and analysis, Global Citizenship education & Education for sustainable development**
6. Faculty:



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Name	Qualification	Designation	Specialization	No. of Years of Experience
Sr. Kaslin Juliet	M.Sc, B.Ed.	HoD	Plant Pathology & Phycology	6
Miss Shalini Bara	M.Sc., GATE, NET	Asst. Professor	Genetics & Bio-Technology	3
Mr. Shashi Shekhar	M.Sc, GATE	Asst. Professor	Plant Physiology	1
Miss Manisha Baxla	M.Sc.	Asst. Professor	Fishery	1

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

8. Student profile program/course wise:

Name of the Course/ Program (refer question no. 4)	Applications Received	Selected	Enrolled		Pass percentage
			*M	*F	
Session: 2020-23	10	8	2	6	100%
Session: 2021-24	20	16	2	14	100%
Session: 2022-26	25	19	2	17	100%

\*M=Male \*F=Female

9. Diversity of Students

Name of the Course	% of students from the same state
Session: 2020-23	100%
Session: 2021-24	100%
Session: 2022-26	100%

10. Student progression

Students progression	Against % enrolled
UG to PG	10%



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Entrepreneurship/ Self Employment	50%
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### 11. Details of Infrastructural facilities

- Library- Yes
- Internet facilities for Staff & Students-Central Internet center available in college students and staff- Yes
- Class rooms- 03
- Lab – 02
- Herbarium -01

12. Number of students receiving financial assistance from college, university, government or other agencies: **43**

13. Details on student enrichment programs – Field Trip, Internship, Educational Tour, Certificate Course, Add on course, Inter-departmental Program, Seminars, Workshops, Career Counseling, Personal Counseling, Competitive Exam Coaching, Student Development Programs, Social Responsibilities etc.

14. Teaching methods adopted to improve student learning- ICT Teaching, Project Based teaching, Black board teaching, Video Lecture, Demonstration, Tutorial Method, Practical Learning, Discussion based etc.

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

16. Articles published in referred journals, books and edited volumes- No

17. Faculties who have attended refresher or orientation course-

Name of the Events	Faculty attended programs
Professional and Development Programme on	Sr. Kaslin Juliat, Mr. Shashi Shekhar, Ms.



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"Implementation of NEP-2020"	Shalini Bara, Ms. Manisha Baxla
Sustainable environment and quality of air for "Healthy Living"	Sr. Kaslin Juliat, Mr. Shashi Shekhar, Ms. Shalini Bara, Ms. Manisha Baxla
National Webinar on "Research writing"	Sr. Kaslin Juliat, Mr. Shashi Shekhar, Ms. Shalini Bara, Ms. Manisha Baxla
International webinar on "Research Skills and Development"	Sr. Kaslin Juliat, Mr. Shashi Shekhar, Ms. Shalini Bara, Ms. Manisha Baxla

18. Participation of faculties in capacity building workshop- Faculty-exchange programs, Seminars and Conferences, Faculty Development Programme

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

##### Strengths:

- Faculty is qualified and Research oriented
- Engaged in Extension activities
- Quality contribution towards college administrative work
- Well-equipped lab

##### Weakness:

- No Postgraduate programme
- Poor communication skill among the students

##### Opportunities:

- To start P.G. in Botany
- Development of Botanical Garden
- To start certificate and diploma course

##### Challenges:

- To increase student's progression
- To enhance self-reliance among the students



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### Future Plans:

- To start M.Sc. in Botany
- Develop Botanical Garden

### Department of Commerce

1. Name of the Department: **Commerce**
2. Year of Establishment: **2011**
3. Names of Program /Courses offered: **UG /FYUG**
4. Annual/ semester/choice based credit system (program wise) - **Semester**
5. Participation of the department in the courses offered by the other department-

**UG : MIL (English, Hindi, Kurukh) Computer Science**

**FYUG : MIL (English, Hindi, Kurukh), Economics, Mathematics, Communicative English, Understanding India, Health, Yoga and Wellness, Sports**

### 6. Faculty:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Rose Alice Barla	M.Com , MBA, Pursuing PhD	Head of Department	Accounts	12
Amrit Minj	M.Com ,B.Ed., Pursuing PhD	Assistant Professor	Management	11
Surabhi Sinha	M.Com, NET, Pursuing PhD	Assistant Professor	Finance	3

7. Student-Teacher Ratio (program wise) – 85: 3

8. Student profile program/course wise:

Name of the Course / Program	Applications Received	Selected	Enrolled		Pass percentage
			*M	*F	



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(refer question no. 4)					
Session :2020-23	25	23	17	06	100%
Session :2021-24	31	28	14	14	100%
Session :2022-26	36	34	19	15	100%

\*M=Male \*F=Female

### 9. Diversity of Students

Name of the Course	% of students from the same state
Session 2020-23	100%
Session 2021-24	100%
Session 2022-26	100%

### 10. Student progression

Students progression	Against % enrolled
UG to PG	40%
Entrepreneurship /Employment	50%

### 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-03

12. Number of students receiving financial assistance from college, university, government or other agencies : 80

13. Details on student enrichment programs – Field Trip, Internship, Educational Tour, Seminar, Student Development Programmes, Career Counselling, Personal Counselling, Social Responsibilities.



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14. Teaching methods adopted to improve student learning- ICT teaching, Project based teaching, Blackboard teaching, Video Lecture, Tutorial Method, Case Study, Discussion based .

15. Participation in Institutional Social Responsibility (ISR) and Extension activities- NSS, YRC, AICUF, Commerce Club .

16. Articles published in referred journals, books and edited volumes- No

17. Faculties who have attended refresher or orientation course- **2 Faculties (Topic- Implementation of NEP-2020 for University and College Teachers)**

18. Participation of faculties in capacity building workshop – Faculty Exchange Programme, Seminars and Conferences ,Faculty Development Programmes.

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

##### Strength :

- Well qualified and dedicated faculty
- Practical exposure to students through field visit , internship and educational tour
- Well equipped library and computer facility

##### Weakness:

- Irregular attendance
- Hesitation among students to express themselves

##### Opportunities:

- Entrepreneurship and business consultancy
- To start BBA , M.Com course
- To start certificate course for business students

##### Challenges:

- To make students competent for corporate sector
- Overall personality development of students



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## Academic Audit 2023

### 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-

UG- History, Political Sc., MIL-Hindi, English, Kudukh, Computer Sc., EVS

FYUGP- History, Political sc., Geography, MIL- Hindi, English, Kudukh, Computer Sc., Health

Wellness and Yoga, Understanding India

6. Faculty:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Maxentius Kujur	M.A, B.ED , PhD (pursuing)	Assistant Professor	Agricultural Economics	11 Years
John Vinod Kujur	M.A., B.ED, NET, PhD (pursuing)	Assistant Professor	Mathematical Economics	6 Years
Ronit Marcel Xess	M.A. B.ED, NET	Assistant Professor	Mathematical Economics	4 Years

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

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(2022-26)	10	10	2	8	--
B.A- II(2021-24)	19	19	12	7	100%
B.A- III(2020-23)	14	14	3	11	100%

\*M=Male \*F=Female



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### Academic Audit 2023

#### 9. Diversity of Students

Name of the Course	% of students from the same state
B.A- I(2022-26)	100%
B.A- II(2021-24)	100%
B.A- III(2020-23)	100%

#### 10. Student progression

Students progression	Against % enrolled
UG to PG	30%
Business/ Self Employment	50%

#### 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

12. Number of students receiving financial assistance from college, university, government or other agencies - 42

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

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

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



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## Academic Audit 2023

16. Articles published in referred journals, books and edited volumes- None

17. Faculties who have attended refresher or orientation course- 2 Faculties (Topic- Implementation of NEP-2020 for University and College Teachers)

18. Participation of faculties in capacity building workshop- Yes (3 faculties Participated)

National Workshop on "Sustainable Environment and Quality of Air for Healthy Living".

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

#### Strength –

- Well qualified & dedicated faculties
- Strong leadership
- Disciplined and hardworking students.
- Flexible curricular management by faculties

#### Weakness:

- Less Number of students
- Irregular students due to business

#### Opportunities:

- Produce more research scholars.
- Start Post Graduate Program
- Reaching out to the rural society with new and innovative ideas.

#### Challenges:

- Increase the number of students.
- Increase Student Progression.
- Remove phobia of Economics & Create interest regarding the Economics Subject.



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## Academic Audit 2023

### Department of English

1. Name of the Department: **English**
2. Year of Establishment: **2011**
3. Names of Program /Courses offered: **UG/FYUGP**
4. Annual/ semester/choice-based credit system (program wise) – **SEMESTER** and **CBCS**
5. Participation of the department in the courses offered by the other department- **UG - Political Science, History, Economics, Computer Science, MIL Hindi, EVS**  
**FYUGP – Political Science (IRC 1), History (IRC-2), Economics/Geography (IRC-3), Understanding India, Health, Yoga and Wellness, IVS – Computer Science, Communicative English, Mil Hindi, Mathematical and Computational Thinking and Analysis, Global Citizenship Education and Education for Sustainable Development**
6. Faculty:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Rashmi Suman Toppo	M.A.	Assistant Professor	Indian Writing in English and in Translation	3 years
Sr. Chandrodaya	M.A., B.Ed.	Assistant Professor	Indian Writing in English and in Translation	3 years
Dr. Fr. Rajeep Kumar Turkey	M.A., Ph.D.	Assistant Professor	Post Colonial Literature, African American Young Adult Literature	1 year
Dr. Fr. Samir Toppo	Double M.A., Ph.D.	Assistant Professor (Vice Principal)	Applied linguistics, Teaching English and other languages, Language and culture, Structure of American English, Preparation and Evaluation of TESOL materials and Assessment, American Literature, Linguistics, Philosophy and Literature	1 year



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## Academic Audit 2023

7. Student-Teacher Ratio (program wise) – 18:1

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 (2022-2026)	22	22	16	6	100
B.A. II (2021-24)	17	17	12	5	100
B.A. III (2020-23)	18	17	08	9	100

\*M=Male \*F=Female

9. Diversity of Students

Name of the Course	% of students from the same state
B.A. I	97
B.A. II	100
B.A. III	100

10. Student progression

Students' progression	Against % enrolled
UG to PG	30%
Entrepreneurship/self-employment	15%

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. Number of students receiving financial assistance from college, university, government or other agencies: 45



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### Academic Audit 2023

13. Details on student enrichment programs – Competitions, Seminars, Interdepartmental Program, Student Development Programs, Webinars, Field Trips, Internship Program, Outreach Programs, Educational tours, Certificate courses

14. Teaching methods adopted to improve student learning – ICT Teaching, Lecture Method, Group discussion, Blackboard teaching, Assignments

15. Participation in Institutional Social Responsibility (ISR) and Extension activities - NSS, YRC, ECO Club, AICUF

16. Articles published in referred journals, books and edited volumes – 2

Faculty	Edited/Article	Title
Dr. Fr. Samir Toppo	Edited book	Brijias and their cultures
Asst. Prof. Rashmi Suman Toppo	Article	Malgudi: "The Heart of R. K. Narayan's Novels"

17. Faculties who have attended refresher or orientation course –

Name of the Events	Faculty attended Programs
Professional and Development Programme on "Implementation of NEP-2020 for University and College Teachers"	Asst. Prof. Rashmi Suman Toppo, Asst. Prof. Sr. Chandrodaya
National Webinar on "Research Writing"	Asst. Prof. Rashmi Suman Toppo, Asst. Prof. Sr. Chandrodaya

20. Participation of faculties in capacity building workshop – Faculty Exchange Programs, Faculty Development Programs



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## Academic Audit 2023

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

#### Strength:

- Committed and vibrant faculty members
- varied exposure to English Hons students and teachers
- Supportive working environment among department members
- healthy relationship between teachers and students
- Certificate Course – Spoken English class for all first and third semester students

#### Weakness:

- Less number of students
- Irregular attendance of students

#### Opportunities:

- To produce more research scholars
- To start M.A. English
- Outreach Programmes as social responsibility
- Language Lab
- Application of knowledge of English in Competitive Exams and Entrance Exams

#### Challenges:

- To increase students' strength in the Department of English
- To encourage them for higher studies in the same field
- To create interest in the English subject among the slow learners

### Department of Economics

1. Name of the Department: Economics
2. Year of Establishment: 2011
3. Names of Program /Courses offered: UG



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## Academic Audit 2023

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

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

UG- History, Political Sc., MIL-Hindi, English, Kudukh, Computer Sc., EVS

FYUGP- History, Political sc., Geography, MIL- Hindi, English, Kudukh, Computer Sc., Health Wellness and Yoga, Understanding India

6. Faculty:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Maxentius Kujur	M.A, B.ED., Ph.D. (pursuing)	Assistant Professor	Agricultural Economics	11 Years
John Vinod Kujur	M.A., B.ED., NET, Ph.D.(pursuing)	Assistant Professor	Mathematical Economics	6 Years
Ronit Marcel Xess	M.A. B.ED., NET	Assistant Professor	Mathematical Economics	4 Years

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

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(2022-26)	10	10	2	8	--
B.A- II(2021-24)	19	19	12	7	100%
B.A- III(2020-23)	14	14	3	11	100%

\*M=Male \*F=Female

9. Diversity of Students

Name of the Course	% of students from the same state
B.A- I(2022-26)	100%
B.A- II(2021-24)	100%



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### Academic Audit 2023

B.A- III(2020-23)

100%

#### 10. Student progression

Students progression	Against % enrolled
UG to PG	30%
Business/ Self Employment	50%

#### 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

12. Number of students receiving financial assistance from college, university, government or other agencies - 42

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

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

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

16. Faculties who have attended refresher or orientation course- 2 Faculties ( Topic- Implementation of NEP-2020 for University and College Teachers)

17. Participation of faculties in capacity building workshop- Yes (3 faculties Participated)



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## Academic Audit 2023

National Workshop on "Sustainable Environment and Quality of Air for Healthy Living".

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

#### Strength –

- Well qualified & dedicated faculties
- Strong leadership
- Disciplined and hardworking students.
- Flexible curricular management by faculties

#### Weakness:

- Less Number of students
- Irregular attendance of students due to business

#### Opportunities:

- Produce more research scholars.
- Starting of Post Graduate Program
- Reaching out to the rural society with new and innovative ideas.

#### Challenges:

- Increase the strength of the students.
- Increase Student Progression.
- Remove phobia of Economics & Create interest regarding the Economics Subject.

### Department of Geography

1. Name of the Department: **Geography**
2. Year of Establishment: 2016
3. Names of Program /Courses offered: **UG /FYUGP**
4. Annual/ semester/choice-based credit system (program wise) – **SEMESTER/CBCS**



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## Academic Audit 2023

5. Participation of the department in the courses offered by the other department- UG - Political Science, History Economics, Sec-1 Computer Science, Mil Hindi, And English, Kurukh, EVS- Geography,

FYUGP – IRC 1- History, IRC 2- Political Science IRC-3 Economics, Kurukh,

Common Course - Understanding India - Political Science, History, Geography, Economics, Health Wellness, IVS – Computer Science, English Communication, Mathematical and Computational Thinking and Analysis, Global Citizenship Education and Education For Sustainable Development

6. Faculty:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Shephali Prakash	M.A., NET, Pursuing Ph.D	Assistant Professor	Urban Geography Environmental Geography	02
Dr. Md Areful Hoque	M.A., Ph.D., NET	Assistant Professor	Agricultural Geography, Population Geography	01
Rozy Sushmita Turkey	M.A., NET, Pursuing Ph.D	Assistant Professor	Environmental Geography	1

7. Student-Teacher Ratio (program wise) –53:1

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 (2022-2026)	47	47	23	24	-
B.A -II (2021-2024)	49	49	20	29	-
B.A – III (2020-2023)	62	62	30	32	-

\*M=Male \*F=Female

9. Diversity of Students



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## Academic Audit 2023

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	50%
Entrepreneurship/self-employment	30%

### 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

12. Number of students receiving financial assistance from college, university, government, or other agencies:127

13. Details on student enrichment programs – Quiz, Essay Competition, Seminar, Extension Activities, Interdepartmental Program, SDP, Webinars, Field Trips, Internship and Outreach Programs.

14. Teaching methods adopted to improve student learning- Experimental Learning, Blended Learning, Virtual Learning, Demonstration method, Power Point, Conventional, Project Based Learning, Assignment, Survey, Field Study etc.

15. Participation in Institutional Social Responsibility (ISR) and Extension activities- NSS, YRC, ECO CLUB, AICUF



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### Academic Audit 2023

16. Articles published in referred journals, books, and edited volumes- Total 4

Asst. Prof- Shephali Prakash -Status and Performance of Smart City in India – IJTSRD

Asst. Prof- Dr. Areful Hoque - Status and Performance of Smart City in India – IJTSRD

- Socio -Economic Status, Health, and Working Profile of Street Vendors in Malda District of West Bengal – IJTSRD
- Assessment of MGNREGA scheme in Employment Generation, Alleviating Rural Poverty, Reducing Rural -Urban Migration in India: An Overview - IJTSRD

17. Faculties who have attended refresher or orientation course- 2 Faculties

- (Asst. Prof- Shephali Prakash, Asst.Prof- Areful Hoque)
- 'Implementation of NEP – 2020 for University and College Teachers'

18. Participation of faculties in capacity building workshop - Yes, (2 Faculties participated)

- National Workshop on "Paradigm Shift in Geographical Research"
- National Workshop on "Sustainable Environment and Quality of Air for Healthy Living."

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

##### Strength:

- Well qualified and Research oriented faculty.
- Good number of publications in reputed journals.
- Strong Bond between Teachers and students.
- Eager and Responsive mindset of the students.
- Highest strength of students.

##### Weakness:

- Lack of well functional practical equipment.
- Absence of GIS and software and computer systems.



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### Academic Audit 2023

- No special program.

#### Opportunities:

- collaborative research program by Professors and students .
- Career oriented seminars for students.
- To start certificate course in Travel and Tourism, GIS, GPS, RS.
- Department Magazine
- Use of surveying method and practical methodology.

#### Challenges:

- To bridge the gap between slow learner and advanced learner.
- Creating awareness about digital learning.
- Increase in drop out at final year.

### Department of Hindi

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

2. Year of Establishment: 2011

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

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

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

**UG** – Political Sc., Economics, History, MIL – Hindi, English, Kurukh, Computer Sc., EVS

**FYUGP** – History, Political Sc., Economics, Geography, MIL – Hindi, English, Kudukh,

Computer Sc., Health Wellness and Yoga, Understanding India.

6. Faculty:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Avay Sukut Dungdung	M.A. B.Ed., NET	Asst. Professor	Lingustic	4 Years



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Reema Renu Kandulna	M.A. M. Phil Phd (Pursuing)	Assist. Professor	Vishisht Gadhyakar	8 Years
Dr. Mannu Kumar Sharma	M.A., M.Phil. Ph.D.	Assist. Professor	Tulsi Das	1 year

7. Student-Teacher Ratio (program wise) – 28:1

8. Student profile program/course wise: -

Name of the Course / Program (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
CBCS/Semester (2020-2023)	25	25	6	19	100%
CBCS/Semester (2021-2024)	24	24	4	20	100%
FYUGP/Semester (2020-2023)	36	36	11	25	100%

\*M=Male \*F=Female

9. Diversity of Students

Name of the Course	% of students from the same state
CBCS/Semester (2020-2023)	Jharkhand
CBCS/Semester (2021-2024)	Jharkhand
FYUGP/Semester (2020-2023)	Jharkhand

10. Student progression

Students progression	Against % enrolled
UG to PG	B.Ed. Enroll 95 %

11. Details of Infrastructural facilities

a) Library- Yes



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

c) Class rooms- 1<sup>st</sup> – G8, 2<sup>nd</sup> -G2, 3<sup>rd</sup> S15

12. Number of students receiving financial assistance from college, university, government or other agencies: 64

13. Details on student enrichment programs – Field trip, outreach program, quiz competition, Essay writing, Drawing competition, Speech Competition, Seminar, Workshop.

14. Teaching methods adopted to improve student learning- PPT, Audio Video, Lecture method, Black Board Method.

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

16. Articles published in referred journals, books and edited volumes-None

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

##### Strength

- The Department provides a rich library to the students.
- The Department provides internet facilities.
- Teachers are able to teach with help of Audio video.
- Well qualified teachers.
- Regular Literary competition for students.

##### Weakness:

- Lack of Language Lab
- Poverty of students hailing from rural Background.

##### Opportunities:



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## Academic Audit 2023

- Opportunity in translating sector.
- Opportunity in government sectors.

### Challenges:

- Increasing the strength of the students
- Helping students to appear in competitive Examinations.

## 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-

UG – Political Sc., Economics, MIL – Hindi, English, Kurukh, Computer Sc., EVS

FYUGP – Political Sc., Economics, Geography, Mil – Hindi, English, Kudukh, Computer Sc., Health Wellness and Yoga, Understanding India.

6. Faculty:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Subodh Minj	M.A. B.Ed., NET	Assistant Professor	Modern India	1 Years
Smita Tigga	M.A. PhD(Pursuing)	Assistant Professor	Modern India	1 Year
Dibya Sobha Tigga	M.A. PhD(Pursing)	Assistant Professor	Modern India	1 Year

7. Student-Teacher Ratio (program wise) – 33:1

8. Student profile program/course wise: -



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## Academic Audit 2023

Name of the Course/ Program (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
CBCS/Semester (2022-2026)	40	40	28	12	100
CBCS/Semester (2021-2024)	36	36	23	13	100
FYUGP/Semester (2020-2023)	23	23	13	10	100

\*M=Male \*F=Female

### 9. Diversity of Students

Name of the Course	% of students from the same state
CBCS/Semester (2020-2023)	Jharkhand
CBCS/Semester (2021-2024)	Jharkhand
FYUGP/Semester (2020-2023)	Jharkhand

### 10. Student progression

Students progression	Against % enrolled
UG to PG	60%

### 11. Details of Infrastructural facilities

- Library- Yes
- Internet facilities for Staff & Students-Central Internet center available in college  
students and staff- Yes
- Class rooms- 03

12. Number of students receiving financial assistance from college, university, government or other agencies - 90



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### Academic Audit 2023

13. Details on student enrichment programs : Field trip, outreach program, quiz competition; Essay writing, Drawing competition, Speech Competition, Students development program m, Workshop

14. Teaching methods adopted to improve student learning- PPT, Audio Video, Lecture method, Black Board Method,

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

16. Articles published in referred journals, books and edited volumes- None

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

##### Strength

- Qualified and dedicated staff.
- Rich library facility
- Disciplined and hardworking students.
- Flexible curricular management by faculties.
- Providing Personal counseling and skill development of students.

##### Weakness:

- Students from vernacular background
- Lack of space to do research and other activities

##### Opportunities:

- Multiple career opportunities for the students with their graduation in history as their special subjects, viz. competitive exams, Archeology and media, social work and teaching learning and research opportunities.
- History subject offers good opportunities to prepare for UPSC, JPSC & and other competitive and entrance Examination.



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## Academic Audit 2023

- Better understanding of general, historical, cultural and environment.

### Challenges:

- To increase students in the department of History
- Taking initiatives for doing research.
- To encourage the students for competitive examination

### Department of Kurukh

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

2. Year of Establishment: **2011**

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

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

5. Participation of the department in the courses offered by the other department-UG : MIL (English, Hindi, Kurukh ), Computer Science

FYUG : MIL (English ,Hindi ,Kurukh), History, Communicative English, Understanding India, Health, Yoga and Wellness, Sports.

6. Faculty:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Pyari Kujur	M.A , NET, PhD	Head of Department	Sociology of Kurukh language	12

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

8. Student profile program/course wise:

Name of the Course/	Applications	Selected	Enrolled	Pass percentage
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## Academic Audit 2023

Program (refer question no. 4)	Received		*M	*F	
Session : 2022-26		7	4	3	100%

\*M=Male \*F=Female

### 9. Diversity of Students

Name of the Course	% of students from the same state
Session : 2022-26	100%

### 10. Student progression

Students progression	Against % enrolled
UG to PG	80%

### 11. Details of Infrastructural facilities

- Library- Yes
- Internet facilities for Staff & Students-Central Internet center available in college students and staff- Yes
- Class rooms-01

12. Number of students receiving financial assistance from college, university, government or other agencies : 07

13. Details on student enrichment program: Field Trip, Internship, Educational Tour, Student Development Programme, Career Counseling, Personal Counseling, Social Responsibilities.

14. Teaching methods adopted to improve student learning- ICT teaching, Project based teaching, Blackboard teaching, Video Lecture, Tutorial Method , Case Study, Discussion based.

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



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## Academic Audit 2023

16. Articles published in referred journals, books and edited volumes- Book published ( Kurukh Bhasha – Shikshan evam Sahitya, Kurukh Bhasha Sahitya )

17 . Participation of faculties in capacity building workshop- Faculty Exchange Programme, Seminars and Conferences, Faculty Development Programmes.

### SWOC analysis of the department and Future plans

#### Strength :

- Well qualified and focused faculty
- Cultural and social enrichment
- Easy Library access

#### Weakness:

- Irregularity amongst students
- Lack of exposure

#### Opportunities:

- Opening Tribal Heritage Center
- Higher Education

#### Challenges:

- Importance of the Tribal Language to be focused.
- Limited job opportunities

### Department of Mathematics

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

2. Year of Establishment: **2011**

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

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



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## Academic Audit 2023

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

UG - Physics, Chemistry, MIL -English, MIL-Hindi, EVS, Computer Science (SEC-1)

FYUGP- Physics (IRC-1), Chemistry (IRC-2), Commerce/Economics (IRC-3), Understanding India, Health And Wellness, IVS -Computer Science, English Communication, Mathematical & Computational Thinking And Analysis, Global Citizenship Education & Education For Sustainable Development

6. Faculty:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Neha Minj	M.Sc. Pursuing Ph.D.	Assistant Professor	Analysis-II, Operation Research	4 years
Anjna Ekka	M.Sc., NET Pursuing Ph.D.	Assistant Professor	Wavelets Analysis, Generalized Convexity and Optimization	4 years
Aaliya Nadim	M.Sc., B.Ed.	Assistant Professor	Fourier and Wavelet Analysis, Integral Equations.	3 years

7. Student-Teacher Ratio (program wise) – 11:1 (38:3)

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	17	17	08	09	-
B.Sc. II	14	14	05	09	-
B.Sc. III	07	07	04	03	-

\*M=Male \*F=Female

9. Diversity of Students

Name of the Course	% of students from the same state
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### Academic Audit 2023

B.Sc. I	100
B.Sc. II	100
B.Sc. III	100

#### 10. Student progression

Students progression	Against % enrolled
UG to PG	50%
Entrepreneurship/self employment	15%

#### 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

12. Number of students receiving financial assistance from college, university, government or other agencies 38

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

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

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



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### Academic Audit 2023

16. Articles published in referred journals, books and edited volumes- Nil

17. Faculties who have attended refresher or orientation course- 2 Faculties

(Asst. Prof. Neha Minj, Asst. Prof. Anjna Ekka) 'Implementation of NEP-2020 for University and College Teachers'

18. Participation of faculties in capacity building workshop-

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

##### 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.

##### Weakness:

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

##### Opportunities:

- Wide higher education options.
- To produce more research scholars.
- Building scientific aptitude, leadership quality and entrepreneurial skill.
- To start Various Certificate courses in Mathematical Software (useful in teaching, learning and research).
- To establish MATLAB to experiment and explore pattern and ideas for new and interdisciplinary courses like graph plotting.

##### Challenges:



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## Academic Audit 2023

- To increase students strength in the department of Mathematics.
- To remove phobia about subject and to create interest among the students to learn fundamental concepts of Mathematics with joy.
- 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.
- To develop brain towards higher education and research field.

### Department of Physics

1. Name of the Department: Physics

2. Year of Establishment: 2011

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

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

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

UG-Mathematics, Chemistry, Computer Science, MIL English, MIL Hindi,

FYUG-IRC (Mathamatics, Chemistry, Economics/Geography),

IVS (Fundamentals of Science), Common Courses (Communicative English,

Understanding India, Health and Wellness)

6. Faculty:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Md. Zafar Aqubal	MSc., NET	Assistant Professor	Electronic Science	8 years
Sr. Jolly K. Thomas	MSc., B.Ed.	Assistant Professor	MRI (project)	2 years
Ajay Kumar Saw	MSc., Ph.D. Pursuing	Assistant Professor	Electronics	1year

7. Student-Teacher Ratio (program wise) –36:3



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## Academic Audit 2023

### 8. Student profile program/course wise:

Name of the Course/ Program (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
2022-26	11	10	06	04	----
2021-24	16	16	11	05	100%
2020-23	11	10	06	04	70%

\*M=Male \*F=Female

### 9. Diversity of Students

Name of the Course	% of students from the same state
2022-26	100
2021-24	100
2020-23	100

### 10. Student progression

Students progression	Against % enrolled
UG to PG	70%
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

12. Number of students receiving financial assistance from college, university, government or other agencies: 36



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### Academic Audit 2023

13. Details on student enrichment programs – Quiz, Seminar, Webinar, Interdepartmental Programs, Educational Tour, Field Trip, Outreach Program, Mini-Research etc

14. Teaching methods adopted to improve student learning- Audio-Video presentation, Powerpoint Presentation, Conventional Method, Learning by Doing Method and Microteaching by students.

15. Participation in Institutional Social Responsibility (ISR) and Extension activities- NSS, YRC, Eco-Club activities, Outreach Programs, Each One Teach One

16. Articles published in referred journals, books and edited volumes-

**Journals :** Structural, transport and thermoelectric properties of electron beam-irradiated  $\text{Bi}_{1.2}\text{Pb}_{0.33}\text{Sr}_{1.54}\text{Ca}_{2.06}\text{Co}_3\text{O}_y$  cobaltites, Journal of Materials Science: Materials in Electronics, springers US, vol.34,6.

17. Faculties who have attended refresher or orientation course- (3 faculties attended) Professional and Development Programme on "Implementation of NEP-2020", National Webinar on "Research writing", International webinar on "Research Skills and Development"

18. Participation of faculties in capacity building workshop- Faculty Exchange Program, Faculty Development Program.

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

##### Strength –

- Honest, Hard working and disciplined students
- Clean, Green and silent environment,
- Devoted faculty,



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## Academic Audit 2023

- Good laboratory

### Weakness:

- Number of student is less
- Irregular attendance of students
- Lack of interest of a small group of students in the subject

### Opportunities:

- Serve the people of rural area, particularly the students of government Schools
- To promote skill development courses
- Building up scientific aptitude, leadership quality and entrepreneurial skill.

### Challenges:

- Teaching in remote area with digital communication.
- Grooming rural background students and make them compatible with competitive challenges.
- To teach Physics in English language

### Future Plans:

- To establish a well equipped physics laboratory for research purpose.
- 50-60 students in each year
- To register students in online physics related courses.
- To conduct refreshers course on basics physics concepts.
- To conduct National/ international seminar on physics.

## Department of Political Science

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

2. Year of Establishment: **2011**



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## Academic Audit 2023

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

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

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

UG - History, Economics, MIL English, MIL-Hindi, Kurukh Geography(EVS), SEC 1(Computer Science)

FYUGP -Irc1(History),Irc 2(Economics),Irc3(Geography),Understanding India, MIL- Hindi, English And Kurukh, IVS (Computer Science),Health , Wellness And Yoga Communication, Mathematical And Computational Thinking And Analysis, Global Citizenship And Education For Sustainable Development

6. Faculty:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Rajeev Kumar Mahto	M.A., NET, Pursuing Ph.D.	Assistant Professor	International Organisation Law and Policy	2 years
Moti Deogam	M.A., B.Ed., Pursuing Ph.D.	Assistant Professor	International Relations and Public Relations	1 year
Avinash Yadav	M.A., NET	Assistant Professor	International Organisations and Law	1 year

7. Student-Teacher Ratio (program wise) – 31:1(93:3)

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 (2022-2026)	53	53	33	20	100%
	16	16	09	07	100%



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## Academic Audit 2023

B.A. II (2021-2024)					
B.A. II (2020-2023)	24	24	11	13	100%

\*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	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- 03 (F8,F9,F10)

12. Number of students receiving financial assistance from college, university, government and other agencies 70

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

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



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### Academic Audit 2023

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

16. Articles published in referred journals, books and edited volumes- Yes (01)

Asst. Professor Moti Devgam -Haat: An Instrument of Cultural, Social, Economic and Political Socialization(International Journal of Trend in Scientific Research and Development (IJTSRD) Volume 7 Issue 1, January-February 2023 Available Online: [www.ijtsrd.com](http://www.ijtsrd.com) e-ISSN: 2456 – 6470).

17. Participation of faculties in capacity building workshop – Seminars and Conferences ,Faculty Development Programmes

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

##### Strength:

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

##### Weakness:

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

##### 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



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## Academic Audit 2023

### Challenges:

- Prepare students for competitive examinations.
- 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

### Department of Chemistry

1. Name of the Department: Chemistry

2. Year of Establishment: 2012

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

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

5. Participation of the department in the courses offered by the other department- UG- Mathematics, Physics, Computer Science, MIL English, MIL Hindi.

FYUG-IRC(Mathamatics, Physics, Economics/Geography/ Botany/Zoology),

IVS (Fundamentals of Science), Common Courses (Communicative English, Understanding India, Health and Wellness)

6. Faculty:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Binay Kumar Yadav	M.Sc., B.Ed.	Assistant Professor	Inorganic chemistry	11 years
Sanjay Martin Kujur	M.A. Philosophy M.Sc. Chemistry	Assistant Professor	-	2 years

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

8. Student profile program/course wise:

Name of the Course/	Applications	Selected	Enrolled	Pass percentage
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## Academic Audit 2023

Program (refer question no. 4)	received		*M	*F	
2020-23	2	2	1	1	50%

\*M=Male \*F=Female

### 9. Diversity of Students

Name of the Course	% of students from the same state
2020-23	100

### 10. Student progression

Students progression	Against % enrolled
UG to PG	50 %
Entrepreneurship/self-employment	50%

### 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

12. Number of students receiving financial assistance from college, university, government or other agencies: 2

13. Details on student enrichment programs – Quiz, Seminar, Interdepartmental Programs, Outreach Program, Mini-Research etc

14. Teaching methods adopted to improve student learning- PowerPoint Presentation, Conventional Method, Learning by Doing Method and Micro-teaching by students.

15. Participation in Institutional Social Responsibility (ISR) and Extension activities- NSS, YRC, Eco-Club activities, Outreach Programs,



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### Academic Audit 2023

16. Articles published in referred journals, books and edited volumes-

SWOC analysis of the department and Future plans.

#### Strength –

- Honest, Hard working and disciplined students
- Clean, Green and silent environment,
- Devoted faculty,
- Good laboratory

#### Weakness:

- Less Number of students.
- Irregularity of students.

#### Opportunities:

- Service to the rural background.
- To promote skill development courses
- Building scientific aptitude, leadership quality and entrepreneurial skill.

#### Challenges:

- Teaching in remote area with digital communication.
- Grooming rural background students and make them compatible with competitive challenges.
- To teach chemistry in English language

#### Future Plans:

- To establish a well equipped chemistry laboratory for research purpose.
- 50-60 students in each year
- To register students in online Chemistry related courses.
- To conduct refreshers course on basics Chemistry concepts.
- To conduct National/ international seminar on chemistry.



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### 9. Part A

S. No.	Particulars	Answers
1	Has Institution appointed a permanent principal?	Yes
2	Is she/he Ph.D.?	Yes
3	Number of professional programmes held for non-teaching staff in the last two years:	
4	Is the perspective and strategic plan prepared and being followed in the Institution?	Yes
5	Office Automation	
	1 Administration	
	a. Admission Process	
	Online Admission	Yes
	b. Enrollment	Yes
	c. Maintenance of Record	Yes
	d. Declaration of Result	Yes
	2 Accounts	
	a. Fees Collection	Yes
	b. Maintenance of Accounts	No
6	Is there a college website?	Yes
7	Is it update till 2023?	Yes
8	Is the college Library Automated?	Yes
	a. Record of Books	Yes
	b. issue and Return of Books	Yes
9	Does the library provide open access facility?	
	a. To all	Yes
10	Is there Internet facility in the library?	
	a. For all	Yes



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11	Is there an Anti-ragging Cell in the college?	Yes
12	Are there any Welfare schemes?	Yes
13	Is there a women's Development Cell/Anti Sexual Harassment Cell?	Yes
14	Is There a functional Alumni Association? (Minimum of 1 meeting per year)	Yes
15	Do you orgnize Institution & Stake holders meet (minimum one meeting per year)	Yes

S. No.	Particulars	Answers
1	Total Permanent Staff (Teaching)	35
2	A. How many faculties have attended FDP?	35
3	B. Faculties who have atteded Refresher or Orientation courses	35
4	Participation of Faculties in Capacity Building Workshops (CBCS, MMI, UDISHA, NME-ICT, KMP etc.)	Yes
5	Innovative practices	Yes

S. No.	Particulars	Answers
1	Percentage of teachers with Ph.D. as the highest qualification:	14%
2	Articles in refereed Journals, Books and Edited volumes	Yes
3	Are you generating resources through constancy?	Yes
4	Sponsorship of events and resource genrated	Yes
5	State/National/International level Seminars/workshops/conferences organized during last 1year/ 2 years.	Yes
6	a. Sponsored research projects:	
	Completed	00
	Ongoing	00



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	b. Unsponsored research	
	Completed	04
	Ongoing	06

S. No.	Particulars	Score
1	Number of effective teaching days (Number of working days - Exam days)	180
2	Use of Power Point in classes	Yes
3	Does the Institute do anything for the improvement in learning quality enhancement ?	Yes
4	Do you conduct study visits field trips, Exhibitions learning quality enhancement?	Yes
5	Are any Personality development programmes conducted?	Yes
6	Do you organize & document various extra-curricular activities?	Yes
7	a. Is there a student council in place?	Yes
	b. How often do they meet? 2 or more times	Yes
8	Does your college have any Feedback mechanism (Students, Faculties & Industry)?	Yes
9	Do you have any Community Audit Mechanism? (Through Stake holders)	Yes
10	Discipline, Decorum & Ambience (in class and campus)	Yes
11	Innovative Practices (Specify)	Yes

S. No.	Particulars	Answer
1	Campus Area	10 Acres
2	Campus Ownership	Yes



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3	Office space	Yes
4	Do you have separate reading area for student & staff?	Yes
5	Laboratories	Yes
6	Security	Yes
7	Potable Water Facility	Yes
8	Power backup facility	Yes
9	Washroom facility (for Male)	Yes
10	Washroom facility (for Female)	Yes
11	Washroom facility (for staff)	Yes
12	Parking	Yes
13	Class rooms (as per requirement)	Yes
14	Staff room (tick only one ) Staff room with separate cabins	Yes
15	Seminar room	Yes
16	Common room (Girls)	Yes
17	Health Centre facility	Yes
18	Sports facility	Yes
19	Indoor Sports facility	Yes
20	Gymnasium	No
21	Hostel (Boys)	No
22	Hostel (Girls)	Yes
23	Transportation for students	No

### 10. Observations

Observations based on the documents provided by the College Authorities and on deliberations with the different stakeholders of the College on 18th Feb 2023 are given below.



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The courses offered by the College in different streams are much helpful for the students. Together with a well-established brand name and an ambient academic environment on campus, St. Xavier's College, Mahuadanr though situated in a remote area is progressing with many students coming from far way districts of the state.

**Table 1 Department in the College.**

Discipline	Departments
Arts	1. English
	2. Economics
	3. Geography
	4. Hindi
	5. History
	6. Kurukh
	7. Political Science
Commerce	1. Accounts
Science	1. Botany
	2. Chemistry
	3. Physics
	4. Mathematics

**Table 2 Total Students in 2022-2023**

S. No.	Name of the Department	1 <sup>st</sup> year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year	Total
1	English	22	17	18	57
2	Economics	9	19	14	42



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3	Geography	47	49	62	158
4	Hindi	36	29	26	91
5	History	40	38	29	107
6	Kurukh	7	0	0	7
7	Political Science	53	19	32	104
8	Accounts	35	31	27	93
9	Botany	20	17	9	46
10	Chemistry	0	0	2	2
11	Physics	10	16	10	36
12	Mathematics	17	14	7	38

Table 4. Number of Teachers in 2022-2023

Sl. No	Name of the Department	Total
1.	English	4
2.	Economics	3
3.	Geography	3
4.	Hindi	3
5.	History	3
6.	Kurukh	1
7.	Political Science	3
8.	Accounts	3
9.	Botany	3
10.	Chemistry	2



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11.	Physics	3
12.	Mathematics	3
13.	Zoology	1
14.	Computer Science	1

The audit Team members expressed their deep satisfaction over various aspects of the College. Observations made by the Audit team is given below:

### Administration:

- The vice principals informed the team about the various steps involved in teaching – learning process.
- Regular contact with the students and their guardians conducted department –wise is a matter of special mention.
- Counseling Cell takes regular sessions to help students face the challenges of life.
- Administration can think of upgrading the Department with higher number of students
- The Controller's room needs more space for the smooth running of its activities.

### Infrastructure, Library & other Facilities

- Library is very rich. The 'Best and longest time Library Users ' are recognized and awarded at the end of every Academic Year. The maintenance of Books and library are satisfactory.
- Psychological Counseling cell is doing excellent work
- Slow learners are well cared
- Rain water can be purified for drinking purpose.

### Academics

- The Audit team visited the academic Departments and interacted with the teachers. All the departments were ready with detailed presentation.



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- College has done well in interacting with the parents about their wards and updating them about their improvement.
- It was noted that the College followed the CBCS pattern from 2018. From 2022, the New Education Policy has been introduced according to the norm of Nilamber-Pitamber University.
- The student Faculty ration has been found to be very satisfactory for most of the departments even though Department with more number of students could have more number of Faculties.
- The progression of the students to the higher studies must be improved.

### Students

- There can be special programme for Entrepreneurship development for all students.
- Soft skill can be made a compulsory paper for all.
- Students are found to be self-disciplined.
- Teaching students to communicate in English language must be made compulsory.

### Summary of Report:

- Admission process is well maintained.
- Academic management is focused to achieve the learning outcome.
- The curricular and the co-curricular activities are well balanced in the Teaching Learning environment to provide holistic education to the students.
- Teaching Learning and Evaluation has rigor and vitality.
- The admission committee is vigilant in making the admission process transparent and efficient.
- IQAC provides Faculty enrichment programs and Orientation Programs for the students.
- IQAC also conducts feedback from various stakeholders.



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### 11. Overall Assessment:

- Overall Academic Audit was conducted in well organized and in transparent manner.
- Separate reading area for students and staff is good.
- Facilities such as washroom and health care are well maintained.
- The overall campus area is well maintained.

### Conclusion:

- All faculties are knowledgeable in their subject.
- Keeping and retrieving is well maintained.
- Good demonstration and communication by all during the audit.
- Good infrastructural resources.
- Motivated faculty members with strong sense of dedication.
- Qualified and experienced faculty members.
- Vibrant and disciplined student community.
- Formulation and meticulous implementation of good academic calendar.
- Good harmony among faculty members.
- Syllabus delivery is good.
- Management is with attitude of employee welfare.

### 12. Recommendations:

- The students' progression can be improved.
- The faculty research Projects can be improved.
- Increasing the number of admissions must be focused with great seriousness.



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- The qualification of the faculty can be Ph.D
- Number of Publication published by the faculty can be improved.
- Small Scale research centre can be started soon.
- Departmental magazine can be published.

#### 13. Gratitude

The Committee members felt honoured and take this opportunity to express sincere thanks and gratitude to the College Authorities for being invited to express sincere thanks and gratitude to the College authorities for being invited to conduct the Audit, They would also like to express their heartfelt thanks to all the faculty members and supportive staff for their wholehearted cooperation along with the hospitality that has been extended to them during the audit conducted.

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

Date: 18-02-2023

Time	Activity		
10.00am	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
10.30am	Refreshment	Venue: Principal's office	
11.00am	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.



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11.45am	Department experts and the faculty of different Departments	Visit to the Departments. Meeting with the faculty members of each department by the peer team.	<ol style="list-style-type: none"> <li>1. Meeting with the faculty members.</li> <li>2. Report presentation of the Department by the HODs</li> <li>3. Visit to the Class rooms, Lab and other facilities like the dark room.</li> <li>4. Verification of documents.</li> <li>5. Interaction with the students, faculty and technical staff.</li> </ol>
1.00pm	Audit Team and the Administrative council		<ol style="list-style-type: none"> <li>1. Interaction with the Principal.</li> <li>2. Interaction with the core members of IQAC Committee.</li> <li>3. Verification of the central documents.</li> </ol>
1.30-2.00pm		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.



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## Academic Audit 2023

### 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. Jose S.J.

Principal,

St. Xavier's College, Mahuadanr, Latehr, Jharkhand

Sr. Kaslin Juliet

Asst. Prof. Department of Botany, St. Xavier's College Mahuadanr  
IQAC Co-ordinator and Vice-Principal

Asst. Prof. Dr. Areful Haque

Department of Geography, St. Xavier's College Mahuadanr

Asst. Prof. Rasmi Suman Toppo

Department of English, St. Xavier's College Mahuadanr

Asst. Prof. Ajay Kumar Saw

Department of Physics, St. Xavier's College Mahuadanr

Asst. Prof. Neha Minj

Department of Mathematics, St. Xavier's College Mahuadanr

Asst. Prof. Sr. Jolly K. Thomas

Department of Physics, St. Xavier's College Mahuadanr



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

**03/05/2023 – 05/05/2023**

- Implemented mentorship, workshops, and a support center for personalized guidance, study techniques, and challenges.
- Encouraged interdisciplinary collaboration, funded conference attendance, and instituted grants to enhance faculty engagement in impactful research.
- Provided scholarships and financial aid to economically disadvantaged students for their admission support.
- Offered time-off support to faculty actively engaged in pursuing doctoral qualifications.
- Conducted research writing workshops and seminars.
- The institution is in the process of establishing a small-scale research center to promote research
- To showcase the achievements and contributions of the department, it was decided to launch a departmental magazine.

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

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