

**UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI-110 002**

**PROFORMA FOR SUBMISSION OF EXPERT COMMITTEE REPORT -
STATE PRIVATE UNIVERSITIES**

Part - I - Preliminary

(i)	Constitution of the Expert Committee	Sl No	Name of Expert	Designation in Committee
		1	Prof. Pratap Singh Chauhan, Vice-Chancellor, Shri Govind Guru University, Ph: 09099939409, Email: prof.pratapsinh@gmail.com	Chairman
		2	Prof M.S.S Rawat- Dr HN Bahaguna Garhwal University, Ph: 09412079307, Email mssrawat2010@yahoo.in	Member
		3	Prof D.K Mishra, Faculty of Law, Banaras Hindu University, Ph: 09415353933, Email: ansu_dkm20@yahoo.co.in	Member
		4	Prof. U. S. Dixit, Department of Mechanical Engineering, IIT Guwahati, Ph: 3612582657 Email: uday@iitg.ac.in	AICTE Member
		5	Shri. Bhoj Chander Thakur, Former Co-chairman Bar Council of India, Ph: 9816022686, Email: thakurbhoj@yahoo.co.in	BCI Member
		6	Pooja Bhaumik, Deputy Secretary, UGC	Co-ordinating Officer
(ii)	Date(s) of the visit	15 th June 2024 and 16 th June 2024		
(iii)	Any other information (Non-participation of members, any special factor or situation/ difficulties relevant to the report	Prof M.S.S Rawat was not present during the visit, as he had expired .		

Part - II - Introduction

(i)	Brief introduction of the University	The University was established by the "The St.
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	(refer 1.1 of the format)	Xavier's University, Kolkata Act, 2016" at Premises No. III B-1, Action Area IIIB, New Town, Kolkata-700160, West Bengal, India. The sponsoring trust is 'St. Xavier's College Kolkata Educational Trust'. As a University, it strives to promote a society based on love, freedom, liberty, justice, equality and fraternity.
(ii)	Date of establishment of the University (refer 1.4 of the format)	8th February, 2017
(iii)	Brief description of the University and its faculties/courses	The Academic Session of St. Xavier's University, Kolkata was inaugurated on July 7th, 2017. It is a state-private, co-educational, multi-disciplinary university and is engaged in teaching and research through various programme memes in the following faculties/schools: 1. Xavier Business School 2. Xavier Law School, 3. Faculty of Arts and Social Studies 4. Faculty of Commerce & Management 5. Faculty of Science. The University offers following programmes of study: 1. 3/4-year Undergraduate Degree Programmes - B.A., B.Com., B.M.S. (4-year degree programme from July 2023 by following NEP 2020 and UGC Curriculum & Credit Framework 2022) 2. 5-year integrated degree programmes - BA LL.B. (Honours), B. Com LL.B (Honours). 3. Post graduate degree programmes -M.A., M.Sc., M. Com, M.S.W., MBA 4. PhD
(iv)	Brief description of the Trust/Society that governs the University	The St. Xavier's University, Kolkata is under the trust named 'St. Xavier's College Kolkata Educational Trust', which is registered under the Indian Trust Act 1882 with Registration No. 5582 dated 20.12.2004. The only objective of the trust is to provide education to children or adults, formal or informal, especially in socially and economically disadvantaged communities.

Part - III - Summary Report

A. Legal Status

(i)	Is the University duly established under the law and as required in the	Yes. The University came into existence by the "The St.
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	UGC Regulations? (refer 1.10 and 1.11 of the format)	Xavier's University, Kolkata Act, 2016" under the West Bengal Act XII of 2016 passed by the State Legislative Assembly of the state of West Bengal and published in Kolkata on 16 th January 2017.
(ii)	Is the Trust/Society involved in promoting the University sufficiently focused on educational activities and independent of their business or any other interest, if any?	Yes

Organization Description

(i)	Does the University abide by UGC Regulations on off-campus centres Yes No Not applicable (refer 2.4 of the format)	Not applicable, as the University does not have any off-campus center.
(ii)	Does the University abide by UGC Regulations on off-Shore campus centres Yes No Not applicable (refer 2.5 of the format)	Not applicable, as the University does not have any off-shore campus centers
(iii)	Does the University offer courses under distance mode with the approval of competent authority of the Government of India? Yes No Not applicable (refer 2.6 and 2.7 of the format)	Not applicable, as the University does not offer any distance education programme.

B. Academic Activities

(i)	Are the courses offered by the University narrowly focussed or adequately diverse?	Adequately Diverse. Arts, commerce, science, social studies, management, and law are all represented. Courses are either at the bachelor level or at the masters' level, or in both, with PhD in most of the disciplines.
(ii)	Are the list of courses for the award of degree as per the Section 22 of the UGC Act, 1956?	Yes, as per the section 22 of the UGC ACT, 1956
(iii)	Is the sanctioned intake is as per the norms/intake sanctioned by the concerned Statutory Council(s)/UGC?	Yes, the university has taken AICTE approval for MBA and BCI approval for BA LL.B and B. Com LL.B from the inception of these two courses. The intakes of these two courses are sanctioned by the two statutory councils mentioned above. Other

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		courses' intake is duly approved and ratified by the Governing Board of the university.
(iv)	Whether courses run are approved by concerned Statutory Council(s)?	Yes, due approval has been taken from the Governing Board of the University to start the various courses.
(v)	Are there adequate support facilities for students, especially for disadvantaged students? (refer 4.5 of format)	St. Xavier's University, Kolkata is offering education accessible to all students. The university provides generous need-based and merit-based financial scholarships to students irrespective of their gender, caste, creed, race or religion as per the university's scholarship policy. The university also provides fee concessions and fee waivers on a case-to-case basis as per the students' needs. The university also encourages and provides assistance to students applying for different government scholarship schemes.
(vi)	Are the students adequately informed? (refer 4.7 and 4.8 of the format)	Yes. Students are informed through the University Website: www.sxuk.edu.in and also through notice boards. The University updates the website regularly with all the necessary information for all stakeholders—students, faculty, staff, guardians, and the general public. Prospective students are informed about admission through the university website, newspaper advertisements, social media, and e-mail/bulk SMS. The queries of students or guardians are answered through a dedicated telephone number or by physically visiting the university.

(vii)	Is there a Grievance Redressal Mechanism and is that working properly? (refer 4.9 of the format)	Yes, it was observed that the university has a proper Grievance Redressal Mechanism. The University has constituted a grievance redressal committee with a nodal officer. The University has displayed all the relevant information about the committees on the website: www.sxuk.edu.in/grievance_anti_ragging_cell as per the statutory compliance guidelines prescribed by the UGC. The University also has other committees like: 1. Anti-Ragging Committee 2. Internal Complaints Committee 3. SC/ST committee
(viii)	Is the University following proper procedure for formulation and revision of curriculum on periodic basis? (refer 5.1 to 5.4 of the format)	At St. Xavier's University, Kolkata, the curriculum is initially framed by the Board of Studies where there are external members from academia and industry/profession. It is then submitted to the Academic Council. At the Academic Council level, further discussion happens and approved. It may also be sent to the University's Executive Council for approval. The Academic Council may suggest changes in the curriculum based on the proposal of the Board of Studies of each department/school. These recommendations are submitted to the Executive Council for approval and to the Governing Board for ratification. University has introduced 4-year UG Programmes from the academic year 2023-24 as per the UGC curriculum and credit framework for under graduate programmes. There is no major revision of the curriculum in the 5-year LL.B or PG-programmes but regular updates take place to cater to the emerging social and industrial needs. To start various programs due approval has been taken from the Governing Board. To make the curriculum innovative in nature, the university has designed the course curriculum in close association with industry professionals who are present in the respective Boards of Studies. The University's curriculum emphasises an inter-disciplinary and multi-disciplinary approach and implements a Choice Based Credit System (CBCS) through Theory Papers, Practical Papers, and Viva-Voce.
(ix)	How regular, fair and transparent is the examination system? (refer 5.7 to 5.14)	St. Xavier's University, Kolkata is following a well-defined semester-based examination process with Continuous Internal Assessment (CIA) and End Semester Examinations (ESE) as two distinct components. Depending on the departments, the examination system consists of both theory-based and practical-based examinations and also dissertation/project/fieldwork/internship etc., as applicable.

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Continuous Internal Assessment (CIA) consists of Written Tests, Assignments, Seminars, Tutorials, Laboratory Assignments, and Term Papers etc. during an academic period. The Written Tests are compulsory and conducted centrally by the COE Office. CIA marks are displayed on the Students' Notice Board and Students' Portal on the University Website.

The ESE question papers are set by the internal faculty members and moderated by external experts. The answer scripts are coded to conceal the candidate's identity at the time of evaluation to make the evaluation process fair. The internal faculty members participated in the evaluation and scrutiny at a spot evaluation site under CCTV surveillance based on the marking scheme for uniform marking. The university also provides students with an option to opt for Post Publication Review (PPR) and Seeing of Answer Script (SAS) to maintain transparency.

Confidentiality measures

- Paper Setters submit the Question Papers directly to COE.
- Spot Moderation for Theory or Practical question papers by the External Moderators only.
- Proof Reading of Theory and Practical Question Papers by the External Moderators only.
- Printed Question Papers are kept under the custody of COE.
- Answer booklets are anonymous/blind during the time of evaluation by Coding System.
- Spot Evaluation for Theory Answer Scripts.
- The use of Mobile Phones is strictly prohibited at Spot Evaluation Room.
- The entire COE office is under CCTV Surveillance.
- The unauthorized access to confidential zones are prohibited by Fingerprint Authentication.

The University has started to follow an outcome-based learning system where the question papers are set based on the Course Outcome (CO) and Programmed Outcome (PO). All the faculty members have freedom to design the components of evaluation in such a way that they meet the course objectives.

The BOS of the respective departments has been entrusted with preparing a panel of paper setters, moderators, examiners, scrutinizers, etc. and it is submitted to the Controller of Examinations (COE).

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		The University has pre-defined dates for examinations and the announcement of results in its Almanac, and all departments follow this schedule. From its inception, the University has published the results of End Semester Examinations on a regular basis within the stipulated time. Appendix-
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C. Admission Process

(i)	Does the University follow fair and transparent procedure for admission? (refer 6.1 and 6.7 of the format)	The university follows a fair and transparent procedure for admission. The University admits students through the admission test conducted by the University for all PG programmes and BA-Mass Communication, BA LL. B and B. Com LL.B. Admissions to all other UG programmes have been made based on the candidate's Plus Two marks. For MBA admission, apart from the National Level Entrance test score, the university also conducts a screening process through a Writing Ability Test, group discussion and a personal interview and work experience (if any). For the PhD programme, the university conducts a special entrance test and an interview session for admission. Students who have passed NET or similar national level tests are exempted from the university entrance exam. Yes, the admission procedure is available on the university website and in the prospectus. https://sxuk.edu.in/admission_announcements.php https://sxuk.edu.in/rules_regulations.php https://sxuk.edu.in/fee_structure.php https://sxuk.edu.in/admission_schedule.php https://sxuk.edu.in/prospectus.php https://sxuk.edu.in/scholarship.php The details of the eligibility criteria for admission to all courses are mentioned on the website.
(ii)	Do any special reservation on quota follow clearly laid down policy?	The university does not provide any special reservations on quota. But SC , ST , OBC and Divyang students get a 5% relaxation in marks for the eligibility criteria at the time of application for admission. University has also introduced 10% reservation for the EWS category.

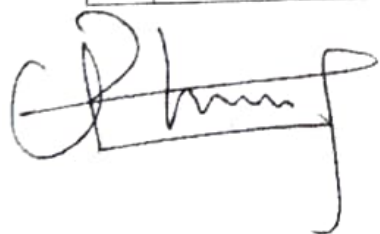
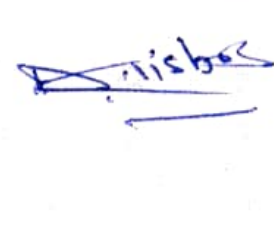
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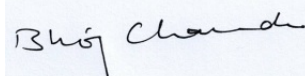
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D. Fee Structure

(i)	Are the students sufficiently informed about the fees and charges payable?	It is well-explained in the prospectus as well as displayed on the university website. Fee structure is also shown in the Admission Announcements, which are uploaded on the Website.
(ii)	Does the University follow its own declared policy in collecting any fees or charges or are there some charges over and above the Publically stated fee structure?	The university follows its own declared policy in collecting any fees or charges. The fee structure is fully transparent and the university does not charge over and above the publicly stated fee structure.
(iii)	Is the mode of fees collection transparent or are there complaints of payments without receipts?	The University follows and encourages digital payment of fees and has the following modes of fee payment. 1. Online payment system through an individual student's login id. 2. Transfer through online banking directly into the university's bank account. 3. Demand draft is accepted only when a student faces difficulty for paying online. There is no complaint of payment without receipts.
(iv)	Are the fees reasonable compared to costs involved in running the programme and to other similar institutions?	The fees are reasonable compared to the costs.
(v)	Is the fee structure based on a policy or guidelines laid down by the Government?	The fee structure is completely based on the resolution made by the Governing Body as the Government of West Bengal is yet to frame out such a policy for the State Private Universities functioning in the state till date.
(vi)	Is there any indication of the University being run solely or primarily for commercial gains?	No



E. Faculty

(i)	Does the University follow Pay Scales and service conditions laid down by the UGC?	Yes, the university follows the latest UGC pay scale with other allowances as per the State Government of West Bengal.
(ii)	Is the faculty well qualified and well trained for the courses? (if required, please make comments separately for each faculty/department)	Yes. The faculty members are suitably qualified as per the norms defined by the respective programmes. Most of the regular full-time Faculty members are with Ph.D.
(iii)	Is the proportion of permanent faculty adequate or is the University being mainly run by deploying contractual faculty /guest faculty/ Part-time faculty?	Yes, Adequate.
(iv)	Has the University followed due process for recruitment of faculty?	Yes, the recruitments are made through duly constituted selection committees with the presence external members and the university follows due process for recruiting its faculty and staff with appropriate advertisements in newspapers and on the university website.

F. Infrastructure

(i)	Are the following infrastructure facilities adequate?	
	➤ Land and Buildings	Yes
	➤ Class Rooms	Yes
	➤ Laboratories and equipment	Yes
	➤ Library	Yes
	➤ Sports facilities	Yes
	➤ Residential accommodation including hostels	Yes

G. Financial Viability

(i)	Does the University have adequate and independent funds?	Yes, the university has adequate funds to run it.
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H. Governance System

(i)	Are various authorities and bodies responsible for the governance of the University in place and working regularly and properly?	Yes, all the statutory bodies of the University like the Governing Board, Executive Council, Academic Council and Finance Committee have been constituted as per the University Act and are working regularly and properly.
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Research Profile

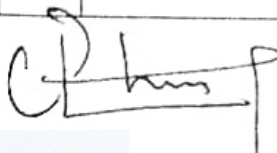
(i)	How would you rate the research profile of the University in terms of Research orientation, environment, facilities and output? (please give comments separately on faculties and departments)	Though the university is a relatively new one, it has developed a very good research eco-system. The research output of the university has been steadily increasing over this period of time. The University has introduced Ph.D. programmes in most of the disciplines and has more than hundred scholars in its roll. The University has also succeeded in securing external funds for few research projects. It also organises conferences and colloquiums and also publishes an interdisciplinary research journal with ISSN number to promote the quality of research.
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I. Miscellaneous

(i)	Is the Non-teaching staff adequate, well qualified and paid as per the norms of the concerned State Government?	Yes, the non-teaching staff is adequate in number, well-qualified and paid as per the pay structure Government of West Bengal.
(ii)	Do the academic results show evidence of independent and rigorous evaluation prior to the issue of degrees?	Yes, the academic result indicates the evidence of independent and rigorous evaluation prior to the issue of any degree.
(iii)	Has the University obtained necessary and desirable accreditations?	No, the university does not have any accreditation.

J. Strength and Weaknesses of the University

(i)	Strengths of the University	- Built on a spacious 16.64 acre land given by the sponsoring trust. - Infrastructure fully equipped with latest technologies. - Experienced and dedicated faculty qualified from leading universities/institutions. - All marks sheets, certificates are uploaded in the NAD platform. - The University has a central library as well as two other libraries, one for law and one for management, both of which have modern amenities and facilities with adequate e-resources.
(ii)	Weaknesses of the University	- Young and new university facing initial challenges. - University may create more opportunities for industry research and consultancy.




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		• More class rooms are required to offer new courses. • Staff accommodation may be created.
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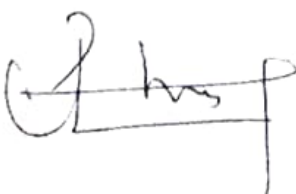
Part – IV – Recommendations

• Observations of the Committee

- 1) Promotion policy to be implanted for non-teaching staffs as early as possible
- 2) Regular maintenance staff , technical staff, transport staff should be paid for overtime work
- 3) Welfare benefits like concessions and scholarship for children of staff should be adopted.
- 4) Librarian may be given salary as per norms for librarian prevalent in universities .
- 5) University exams should not clash with other public exams like CUET .
- 6) More books subject wise needed .
- 7) More industry oriented and practical oriented approaches to be introduced .
- 8) University to help in law internships .
- 9) More attention should be provided to research scholars for PhD .

A. Suggestions of the Committee which require satisfactory compliance by the University

- - University should organize more Seminar/ Conference / Workshops for research and academic development of the students and faculty members.
 - University may move toward NAAC accreditation and also NBA accreditation for its MBA programme.
 - Implement the scale for salary not as per college level, but as per university level.
 - Teacher-student ratio should be brought down. For management programs, it is better to bring it down to 10:1. Number of contractual teachers should be reduced.
 - Quality of teachers should be improved by training and creating research ambience. Teachers should be encouraged to publish in good journals.
 - After final examination, result should be published within 10 days.
 - Number of books should be increased. Library working hours should be increased. The books should be issued to a student for at least one month.
 - Placement and training should be improved.
 - There should be proper promotion policy for non-teaching staff.
 - More practical exposure should be provided to professional students.

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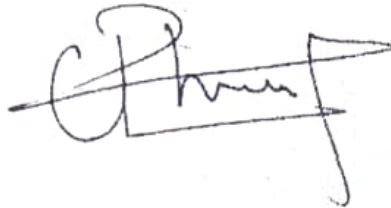
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B. Final Recommendations

Based on the presentation by the Vice Chancellor & Registrar, interaction with Deans and Heads, documents submitted by the University, interaction with Students, Faculty and other stakeholders and virtual visit to various departments, laboratories and support facilities, the committee observed that University meets the minimum standards as laid down by UGC and other statutory bodies. The suggestions made are given for the further progress of the university.

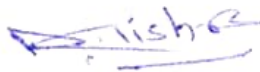
(Name and Signatures of the Expert Committee Members)

Prof. Pratap Singh Chauhan
Chairman



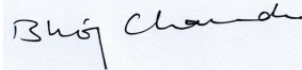
Prof M.S.S Rawat
UGC Member

Prof D.K Mishra
UGC Member



Prof. U. S. Dixit
AICTE Member

Shri. Bhoj Chander Thakur
BCI Member



Smt. Pooja Bhaumik
UGC Co-ordinating Officer