



# ST XAVIER'S COLLEGE OF MANAGEMENT & TECHNOLOGY

NAAC Accredited with B++ Grade (1<sup>st</sup> Cycle)

(Affiliated to Aryabhatta Knowledge University)

Digha-Aashiyaana Road, Digha Ghat, Patna- 800011, Bihar

Mobile Nos.: 8987262019; 8877617734, E-mail: info@sxcpatna.edu.in,

Website: www.sxcpatna.edu.in



Ref No. SXCMT/IQAC/FDP R/01/2024-2025

Date: 27 July 2024

## ACTIVITY/ EVENT REPORT (2024-25)

### 1. Event information:

- **Name of the Event:** FDP on “TRANSFORMATIVE APPROACHES IN HIGHER EDUCATION & RESEARCH”
- **Date:** 19 to 25 July 2024
- **Time:** 12.30PM – 4.00PM
- **Venue:** DeNobili Hall & Budha Conference Hall
- **Name of the Committee:** IQAC
- **Beneficiaries:** Faculty Members

### 2. Objective of the Event :

- Strengthening interpersonal relationship
- Up skilling with AI concepts and techniques
- Improving governance and management skills
- Developing mentoring and creative thinking skills

3. **Process:** The IQAC team sat together to plan for the Faculty Development Program (2 Hrs.). The organiser consulted the chief guests for inaugural and valedictory functions and resource persons for different technical sessions (12 Hrs.). The notices were prepared and announced, brochure and certificate were designed and printed (6 Hrs.). The FDP commenced on 19 July 2024 at 2.30pm and concluded on 25 July 2024 at 4.30pm (24 Hrs.)

### 4. A brief report of Faculty Development Program:

A six day Faculty Development Program on “TRANSFORMATIVE APPROACHES IN HIGHER EDUCATION & RESEARCH” was conducted by IQAC of St. Xavier's College of management & Technology, Patna wherein 64 faculty members from different colleges of Aryabhatta Knowledge University, Patna Participated. Prof. Dr. Atul Aditya Pandey, Director, UGC Malviya Mission Teachers Training Center, Patna University, Patna was the chief guest. Through his inaugural speech he set the tone for the six day FDP and the fervour was well carried forward by five resource persons namely, Fr. Joseph

Sebastian SJ, Fr. Dr. Alphonse Sebastian SJ, Dr. Supriya Shree, Fr. Paul Pudduserry, CSC and Fr. Norbert menses SJ conducted sessions on different topics like Harnessing the best potentials of Leadership, AI Tools for Research & AI Tools for Innovative Teaching, Leadership, Governance, and Management in Higher Education, Integrating Creative Thinking Skills Pedagogies into Higher Education, Mentorship. The participants were benefitted from the expertise of the resource persons during very enriching sessions on all six days of the FDP.

The FDP was concluded through a valedictory session. The chief guest of the valedictory function was Dr Manisha Prakash, Assistant Professor and Head, School of Journalism and Mass Communication, Aryabhata Knowledge University, Patna.

#### **DAY: 1**

The Technical session began soon after the inaugural session. The resource person for the day Fr. Dr Joseph Sebastian SJ started the session with an exercise for all the Participants to share a moment of greatness among each other. In the first technical session he covered topics including, Fundamental State of Leadership, Factors blocking the fundamental state of Leadership, Identifying the ladder of Inference and others.

Second technical Session began after a break of 15 minutes. Topics discussed in the Technical session 2 included, Strengthening interpersonal relationships and building effective teams, Compassionate Communication & Conflict transformation, identifying the blockage of Effective Communication and others. The training also included two assessments including Conflict Management Style Assessment and Identifying the fundamental state of Leadership.

#### **DAY-2**

Day two of the Faculty Development Programme started with a short prayer by Dr. Rakesh Pathak. The moderator of the day was Dr. Farhan Khalid, Asst. Professor-cum Coordinator, Department of Commerce. The day was divided into two sessions.

The resource person of the first session was Dr. Supriya Shree, Asst Professor, and Department of Computer Science. Her topic was '*AI Tools for Innovative Teaching*' in which various aspects and dimensions of AI tools that educators can use to optimize their teaching were discussed. The session aimed at Introduce Innovative AI Tools, Explore Applications, Evaluate Impact, and Facilitate Networking. Dr. Supriya discussed at length the various AI tools like ChatGPT, OpenAI, Otter.AI, Cognii, Canva and QuillBot etc. that have become the need of the hour and how using these AI tools can enable us to deliver our content effectively to the learners.

The second session started at 2:15 pm with the topics Explore AI Tools for Education, Discuss Practical Applications. Evaluate Impact and Challenges, Facilitate Knowledge Sharing. The resource person of this session was Fr (Dr) Alphonse Sebastian, CoE-cum-Assistant Professor, Department of Computer Science. Carrying forward the spirit of the

first session, he apprised the house on the various AI tools available that can be used in research, professional growth and higher education. The AI tools discussed by him included Consensus, Yomu AI, Julius, Piktochart, Mendely, Endnote, Zotero, Bib Tex, Mindgrasp, Wordtune and Grammarly etc.

### **DAY 3:**

Day three of the Faculty Development Programme commenced with a warm welcome to the Resource Person, Rev. Fr. Dr. Paul Pudussery, CSC. The Principal, Fr. Dr. Martin Poras SJ, honoured Fr. Dr. Pudussery with a shawl and sapling. Dr. Kalpana Kumari led the gathering in prayer to begin the session.

#### **Technical Session 1:**

Fr. Dr. Pudussery opened the first technical session with the topic "Disruptive Times: Reshaping Higher Education." He highlighted the various disruptions in the academic world today and discussed strategies to address these challenges. Emphasizing the importance of preparing students for computational thinking, he stressed the need to foster creative, clear, and critical thinking skills. He outlined the essential skills required for today's generation: Knowledge, Skills, Competency, and Proficiency. Additionally, he delved into the dimensions, thrust areas, and sustainable goals of the National Education Policy (NEP) 2020, and addressed the realities of social media.

#### **TECHNICAL SESSION 2:**

Fr. Dr. Pudussery began the second session with a discussion on three major concerns: Globalization, Polarization, and Flexibilization. He elaborated on the four dimensions of knowledge and explained how perceptions can influence our understanding. Through a video, he demonstrated the importance of clearing misconceptions. He highlighted the significance of AI tools and emphasized the need to harness technology's power without becoming its slave. He concluded the session by encouraging faculty to embody certain attributes: transforming values into actions, spirituality into realities, obstacles into innovations, sacrifices into solidarity, risks into rewards, and failure into success.

### **DAY 4:**

The session was started with a beautiful prayer by Dr. Supriya Shree. Then the session was led by Fr. Dr. Paul Pudussery, whose extensive experience in education and leadership provided valuable insights into various aspects of higher education management. Fr. Dr. Paul Pudussery emphasized the fundamental role of education in shaping individuals and societies. He spoke about the transformative power of education in human development and discussed the importance of a well-rounded education that goes beyond academic knowledge to include emotional, social, and ethical development. The resource person highlighted the critical role of values and behaviour in education. He discussed the importance of promoting a culture of continuous learning and adaptation to keep pace with the rapidly changing world. The session by Fr. Dr. Paul Pudussery provided a

comprehensive understanding of the essential components of leadership, governance, and management in higher studies.

#### **DAY 5:**

Day five of the Six Day Faculty Development Program on Integrating Creative Thinking Skills Pedagogies into Higher Education was successfully conducted on 24 July 2024. Fr Pudussery, in the first session talked about creative problems solving approach of teachers in higher education having some keywords such as MF, DF, PF, IF, SF, AF. He shared his valuable experience of post educational world. He also taught the faculty fraternity, how to use some AI tools effectively for making the power point presentation attractive and interesting.

In the second session, Fr Pudussery, focused on Self-Esteem: Divergent & Convergent Thinking. In this session, he discussed about the difference between old taxonomy and new taxonomy. He also addressed the house about the targeted skills, a teacher must have in his profession. Every faculty member gave good response to this interactive session.

#### **DAY 6:**

Day six of the Faculty Development Program focused on “Mentoring Skills”. Day six of the Faculty Development Programme commenced with a warm welcome to the Resource Person, Rev. Fr. Robert Menzes, SJ. The Principal, Fr. Dr. Martin Poras SJ, honoured Fr. Robert Menzes, SJ. with a shawl and sapling. In the first session for the day he talked about understanding of mentoring. He further distinguished between Jesuit’s understanding of mentoring and other principles of mentoring. In the second session he explained categorically the Do’s and Don’ts of mentoring. His emphasis was on how to bring about a transformation in students’ academic approach and to make them more focused on studies.

**5. Overall Rating:**

8.4/10

#### **FDP Gallery**





Patna, BR, India  
 Danapur, Patna, 800011, BR, India  
 Lat: 25.641385, Long: 85.085635  
 07/20/2024 02:34 PM GMT+05:30  
 Note: Captured by GPS Map Camera



Patna, BR, India  
 Danapur, Patna, 800011, BR, India  
 Lat: 25.641396, Long: 85.085632  
 07/20/2024 02:33 PM GMT+05:30  
 Note: Captured by GPS Map Camera



Patna, BR, India  
 Danapur, Patna, 800011, BR, India  
 Lat: 25.641248, Long: 85.085732  
 07/22/2024 12:40 PM GMT+05:30  
 Note: Captured by GPS Map Camera



Patna, BR, India  
 Danapur, Patna, 800011, BR, India  
 Lat: 25.641540, Long: 85.085754  
 07/19/2024 12:59 PM GMT+05:30  
 Note: Captured by GPS Map Camera



*Ashok Kumar*  
 27/7/24  
 Dr Ashok Kumar  
 Organizer

*Dr. Grace SCSC*  
 27/7/24  
 Sr Dr Grace SCSC  
 IQAC Coordinator

*Martin Poras SJ*  
 27/7/2024  
 Fr Dr Martin Poras SJ  
 Principal

**IQAC**  
 St. Xavier's College of Mgmt. & Tech.  
 Digha Ghat, Patna - 800 011

*[Annexure 1] Planning*

*[Annexure 2] Letters to Chief Guests and Resource Persons*

*[Annexure 3] Assigning/ delegating responsibilities to different people*

*[Annexure 4] Brochure Number of participants involved in organizing the event)*

*[Annexure 5] Programme flow chart*

*[Annexure 6] Sample Certificate*

*[Annexure 7] Evaluation Report*

*[Annexure 8] Attendance sheet*

*[Annexure 9] Media Coverage (If any)*

*[Annexure 10] Expense Details*

# ANNEXURE 1



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Ref. No.: SXCMT/IQAC/N/01/2024-2025

Date: 12 July 2024

### NOTICE

Dear Teaching Fraternity,

We are pleased to announce a Faculty Development Programme (FDP) on "Transformative Approaches in Higher Education and Research" scheduled to take place from 19 to 25 July 2024.

Details of the programme are as follows:

- Date: July 19-25, 2024
- Time: 12:30 PM to 4:00 PM
- Venue: De Nobili Hall, SXCMT


This FDP aims to equip faculty members with innovative approaches and best practices in teaching, learning, and research. The programme will feature expert sessions, workshops, and interactive discussions.

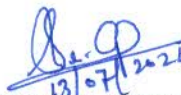
We kindly request your presence at this event, which promises to enrich your teaching and research endeavours. Please mark your calendars and make every effort to attend.


We look forward to your active participation.

Thank you.

Best regards,

  
13/7/24  
Dr Ashok Kumar  
Member IQAC  
(Organizer)

  
13/07/2024  
Dr Grace SCSC  
Coordinator IQAC  
St. Xavier's College of Mgmt. & Tech.  
Digha Ghat, Patna - 800 011

  
13/7/2024  
Fr Dr Martin Poras SJ  
Principal  
St. Xavier's College of Mgmt. & Tech.  
Digha Ghat, Patna-800011  
Bihar, India



ANNEXURE 2  
**ST XAVIER'S COLLEGE OF MANAGEMENT & TECHNOLOGY**

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Website: www.sxcpatna.edu.in



Ref. No.: SXCMT/IQAC/RL/02/2024-2025

Date: 15 July 2024

To

Res Dr Atul Aditya Pandey  
Director  
MMTTC  
Patna University, Patna

Subject : Request to Serve as Chief Guest in Inaugural Session of FDP on  
"Transformative Approaches in Higher Education & Research"

Dear Sir,

We are writing to extend a formal request to you to be the chief guest in inaugural session of a six-day faculty development program on "**Transformative Approaches in Higher Education & Research**". Your esteemed presence will highly encourage the organising team of the FDP and our teaching faculty.

The inaugural session is scheduled on 19 July 2024, from 12:30 PM to 12:50 PM, and will be held in the Conference Hall of our college. We would be deeply honoured by your presence and are eager to provide our educators with the opportunity to hear from your extensive experience.

We sincerely hope you will accept our invitation and look forward to your positive response.

With best regards,

Yours sincerely,

  
Sr Dr Grace SCSC  
Coordinator IQAC  
Contact no. 9470655556  
[iqac@sxcpatna.edu.in](mailto:iqac@sxcpatna.edu.in)

  
Fr Dr Martin Poras SJ  
Principal  
Contact no.9939875530  
[principal@sxcpatna.edu.in](mailto:principal@sxcpatna.edu.in)  
St. Xavier's College of Mgmt. & Tech.  
Digha Ghat, Patna-800011  
Bihar, India





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Website: www.sxcpatna.edu.in



Ref. No.: SXCMT/IQAC/RL/03/2024-2025

Date: 12 July 2024

To

Dr Manisha Prakash  
Head, Academic & Asst. Professor,  
School of Journalism and Mass Communication  
Aryabhata Knowledge University, Patna

Subject: Request to be the Chief Guest in valedictory session of FDP on  
"Transformative Approaches in Higher Education & Research"

Dear Dr Manisha Prakash,

We are writing to extend a formal request to you to be the chief guest in valedictory session of a six-day faculty development program on "**Transformative Approaches in Higher Education & Research**". Your esteemed presence will highly encourage the organising team of the FDP and our teaching faculty.

The valedictory session is scheduled on 25 July 2024, from 3:30 PM to 4:00 PM, and will be held in the Conference Hall of our College. We would be deeply honoured by your presence and are eager to provide our educators with the opportunity to hear from your extensive experience.

We sincerely hope you will accept our invitation and look forward to your positive response.

With best regards,

Yours sincerely,

  
Sr Dr Grace SCSC  
IQAC Coordinator  
Contact no. 9470655556  
[iqac@sxcpatna.edu.in](mailto:iqac@sxcpatna.edu.in)

  
Fr Dr Martin Poras SJ  
Principal  
Contact no.9939875530  
[principal@sxcpatna.edu.in](mailto:principal@sxcpatna.edu.in)  
St. Xavier's College of Mgmt. & Tech.  
Digha Ghat, Patna-800011  
Bihar, India

*Received  
13-7-24*



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Ref. No.: SXCMT/IQAC/RL/01/2024-2025

Date: 12 July 2024

To

Rev Fr Norbert Menezes SJ  
The Rector  
St Michael's High School, Patna

Subject: Invitation as Resource Person for Training Session on "Mentoring Skills"

Dear Rev Fr Norbert Menezes SJ,

It is with great pleasure that we write to invite you as a Resource Person for a One-day Training Session on "Mentoring Skills". As a known trainer & speaker on the topic, your deliberations and insights will surely benefit our teaching fraternity.

The proposed date & time of the Training Session is on Thursday, 25 July 2024 at 12:30 PM to 3:30 PM in the Conference Hall of the College. We would be deeply honoured by your presence and are eager to provide our educators with the opportunity to learn from your extensive experience.

We look forward to meeting you.

With warm regards,

Yours sincerely,

  
12/07/2024  
Sr Dr Grace SCSC  
Coordinator IQAC  
Contact no. 9470655556  
[iqac@sxcpatna.edu.in](mailto:iqac@sxcpatna.edu.in)

  
12/07/2024  
Fr Dr Martin Poras SJ  
Principal  
Contact no. 9939875530  
[principal@sxcpatna.edu.in](mailto:principal@sxcpatna.edu.in)

# ANNEXURE 3



## ST XAVIER'S COLLEGE OF MANAGEMENT & TECHNOLOGY

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### **FACULTY DEVELOPMENT PROGRAMME**

### **Transformative Approaches in Higher Education and Research**

#### PROGRAMME FLOW

#### INAUGURAL SESSION

Friday, 19 July 2024 - (12:30 PM– 12:50 PM)

Introduction of the day	12:30 PM– 12:32 PM
Lighting of lamp	12:32 PM– 12:36 PM
Prayer	12:36 PM– 12:39 PM
Welcome Address by the Principal	12:39 PM– 12:43 PM
Inaugural Address by the Chief Guest	12:43 PM– 12:48 PM
Vote of Thanks	12:48 PM– 12:50 PM

#### VALEDICTORY SESSION

Thursday, 25 July 2024 - (3:30 PM– 4:00 PM)

Welcoming the guest	03:30 PM– 03:35 PM
Speech by the chief guest	03:35 PM– 03:43 PM
Remarks by participants	03:43 PM– 03:55 PM
Vote of Thanks	03:55 PM– 03:58 PM



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## DELEGATION OF RESPONSIBILITIES TO PERSONNEL DURING FDP

<b>Day 1 (19/07/2024), Friday - Inaugural Session (12:30 PM– 3:45 PM)</b>	
Resource Person	Rev Fr. Joseph Sebastian SJ
Topic	Harnessing best leadership potential
Prayer	Dr Rachna Thakkar
Moderator	Dr Niharika Kumari
Vote of Thanks	Dr Alok Baran
<b>Day 2 (20/07/2024), Saturday (12:30PM – 3:45 PM)</b>	
Resource Person	Dr Supriya Shree & Fr. Dr Sebastian Alphonse SJ
Topic	AI Tools for Innovative Teaching & Research
Prayer	Dr Kalpana Kumari
Moderator	Dr Farhan Khalid
Vote of Thanks	Ms Priya Gupta
<b>Day 3 (22/07/2024), Monday (12:30PM – 3:45 PM)</b>	
Resource Person	Rev Fr. Dr Paul Puducherry
Topic	Recent Trends & Emerging Issues in the Context of Policy Change and Convergent Media
Prayer	Dr Rakesh Kumar Pathak
Moderator	Mr Piyush Ranjan Sahay
Vote of Thanks	Ms Priya Manish Kumar
<b>Day 4 (23/07/2024), Tuesday (12:30 PM – 3:45 PM)</b>	
Resource Person	Rev Fr. Dr Paul Puducherry
Topic	Leadership, Governance, and Management in Higher Education
Prayer	Mr Piyush Verma
Moderator	Dr Mala Kumari Upadhyay
Vote of Thanks	Mr Mukesh Kumar
<b>Day 5 (24/07/2024), Wednesday (12:30 PM – 3:45 PM)</b>	
Resource Person	Rev Fr. Dr Paul Puducherry
Topic	Integrating Creative Thinking Skills Pedagogies into Higher Education
Prayer	Dr Geeta Sahu
Moderator	Mr Mario Martin
Vote of Thanks	Mr Bidyanand Choudhary
<b>Day 6 (25/07/2024), Thursday - Closing Ceremony (12:30 PM – 3:45 PM)</b>	



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Resource Person	Rev Fr. Norbert Menezes SJ
Topic	Training Session on "Mentoring Skills"
Prayer	Ms Priya Manish Kumar
Moderator	Ms Shilpa Sharma
Concluding Remarks	
Vote of Thanks	Mr Abhishek Anand

Media- PR Committee

Photography & Videography- Ms Priya Manish Kumar

Report Writing-

Day 1: Ms Priyanka Singh,


Day 2: Mr Abhishek Anand,

Day 3: Ms Priya Gupta,

Day 4: Mr Mukesh Kumar,

Day 5: Ms Shilpa Sharma,

Day 6: Dr Alok Baran

  
12/7/24

Yours Sincerely

Dr Ashok Kumar



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## A SIX-DAY FACULTY DEVELOPMENT PROGRAMME

 19 - 25 July 2024

 12:30 PM to 4:00 PM

### "TRANSFORMATIVE APPROACHES IN HIGHER EDUCATION & RESEARCH"

Organised by Internal Quality Assurance Cell (IQAC)



#### About The Institution

St Xavier's College of Management & Technology, Patna, centre for quality education, is a life-oriented, affordable and professional Higher Educational Institution managed by Jesuits, who are members of the Patna Province of the Society of Jesus. The goal of Jesuit Education is the formation of men and women for others. As Jesuit educators, our strong concern and effort is to aid the development of the WHOLE PERSON who will be fully human, fully Indian and truly modern, open to God and to all people.

Within a short span of 12 years, the College has seen a remarkable growth and has carved a niche for itself in setting high teaching and learning standards in higher education. Our proven record of excellence for education drives so many students to join our College.

#### Objectives

The constantly changing field of education witnesses new learning theories, designs, and technologies emerge as a solution to transform the experience of learners of all ages. Higher education in particular is at the forefront of discussion as the learners needs and expectations are undergoing a tremendous shift towards meeting the demands of the modern workforce and society at large.

This faculty development programme (FDP) aims:

- To strengthen interpersonal relationships
- To up skilling with AI concepts and techniques
- To Improve Governance and Management Skills
- To provide insights into recent trends, emerging issues, and the impact of policy changes
- To Develop Mentoring & Creative Thinking Skills



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## A SIX-DAY FACULTY DEVELOPMENT PROGRAMME

 19 - 25 JULY 2024

 12:30 PM TO 4:00 PM

**"TRANSFORMATIVE APPROACHES IN HIGHER EDUCATION & RESEARCH"**



Rev Fr Dr Paul Pudusser, CSC  
Former HoD, Department of Education  
Don Bosco University, Assam



Fr. Joseph Sebastian SJ  
Rector, SXCMT



Fr Norbert Menezes SJ  
Rector, St Michael's School, Patna

### RESOURCE PERSONS



Fr Dr Sebastian Alphonse SJ  
CoE, SXCMT



Dr Supriya Shree  
Asst. Professor, SXCMT



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## A SIX-DAY FACULTY DEVELOPMENT PROGRAMME

 19 - 25 JULY 2024

 12:30 PM TO 4:00 PM

### CHIEF GUEST

**Inaugural Session**  
Day 1  
19 July 2024



**Professor Dr Atul Aditya Pandey**

Director

UGC Malaviya Mission Teacher Training Centre, Patna University  
Chairman, State Environment Impact Assessment Authority, Bihar



**Valedictory Session**

Day 6  
25 July 2024

**Dr Manisha Prakash**

Head, Academic & Asst. Professor  
School of Journalism & Mass Communication  
Aryabhata Knowledge University, Patna





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## A SIX-DAY FACULTY DEVELOPMENT PROGRAMME

 19 - 25 JULY 2024

 12:30 PM TO 4:00 PM

### ORGANISING COMMITTEE



**Rev. Dr Fr Martin Poras, SJ**  
Principal  
St. Xavier's College of Management & Technology  
Patna



**Sr Dr Grace, SCSC**  
Coordinator, IQAC  
St. Xavier's College of Management & Technology, Patna



**Dr Ashok Kumar**  
Asst. Professor, Member IQAC  
St. Xavier's College of Management & Technology, Patna



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## I Q A C T e a m



### M e m b e r s N a m e

Mr Piyush Ranjan Sahay, Fr Dr Sherry George SJ, Mr Jai Singh Rathore  
Fr Dr Martin Poras SJ, Mr Saharsh Bhushan, Sr Dr Grace Pamplaniyil, SCSC  
Dr Marie Anne D'cruze, Dr Niharika Kumari, Dr Ashok Kumar  
Mr Piyush Verma, Adiba Noor , Mr Mario Martin, Fr Dr Sushil Bilung, SJ

### Key Takeaways

- Practical Skills in Leadership & Compassionate Communication
- Proficiency in Utilizing AI Tools
- Well-informed about the Latest Trends & Issues in Higher Education
- Develop mentoring Skills & learn how to integrate creative thinking into their teaching

*"The great aim of education is not knowledge but action."*

*— Herbert Spencer*



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## Programme Flow

### TRANSFORMATIVE APPROACHES IN HIGHER EDUCATION & RESEARCH

#### Day 1 | Date: 19 July 2024

Harnessing best leadership potential & Strengthening Interpersonal Relationship through Compassionate Communication and Conflict Transformation.

**Resource Person:** Rev Fr Joseph Sebastian SJ, the Rector, SXCMT

#### Day 2 | Date: 20 July 2024

AI Tools for Innovative Teaching

**Resource Person:** Dr Supriya Shree, SXCMT

AI Tools for Research

**Resource Person:** Fr Dr Sebastian Alphonse SJ, SXCMT

#### Day 3 | Date: 22 July 2024

Recent Trends & Emerging Issues in the Context of Policy Change and Convergent Media

**Resource Person:** Rev Fr Dr Paul Pudussery, CSC

#### Day 4 | Date: 23 July 2024

Leadership, Governance, and Management in Higher Education

**Resource Person:** Rev Fr Dr Paul Pudussery, CSC

#### Day 5 | Date: 24 July 2024

Integrating Creative Thinking Skills Pedagogies into Higher Education

**Resource Person:** Rev Fr Dr Paul Pudussery, CSC

#### Day 6 | Date: 25 July 2024

Training Session on Mentorship

**Resource Person:** Fr Norbert Menezes SJ, Rector, St Michael's School, Patna



# ANNEXURE 5

## ST XAVIER'S COLLEGE OF MANAGEMENT & TECHNOLOGY

NAAC Accredited with B++ Grade (1<sup>st</sup> Cycle)

(Affiliated to Aryabhata Knowledge University)

Digha-Aashiyaana Road, Digha Ghat, Patna- 800011, Bihar

Mobile Nos.: 8987262019; 8877617734, E-mail: info@sxepatna.edu.in.

Website: www.sxepatna.edu.in



### FACULTY DEVELOPMENT PROGRAMME:

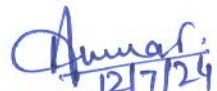
### “TRANSFORMATIVE APPROACHES IN HIGHER EDUCATION & RESEARCH”


#### **Tentative Schedule:**


- Dates: 19 to 25 July 2024
- Time: 12:30 PM to 4:00 PM
- Break: 2:00 to 2:15PM (15 minutes)

#### **Sub Topics and Details:**

1. Harnessing best leadership potential & Strengthening Interpersonal Relationship through Compassionate Communication and Conflict Transformation
  - Date: 19 July 2024
  - Resource Person: Rev Fr. Joseph Sebastian SJ, the Rector, SXCMT
2. AI Tools for Innovative Teaching & AI Tools for Research
  - Date: 20 July 2024
  - AI Tools for Innovative Teaching
    - Resource Person: Dr Supriya Shree, SXCMT
  - AI Tools for Research
    - Resource Person: Fr. Dr Sebastian Alphonse SJ, SXCMT
3. Higher Education:
  - Resource Person: Rev Fr. Dr Paul Puducherry
  - Recent Trends & Emerging Issues in the Context of Policy Change and Convergent Media
    - Date: 22 July 2024
  - Leadership, Governance, and Management in Higher Education
    - Date: 23 July 2024
  - Integrating Creative Thinking Skills Pedagogies into Higher Education
    - Date: 24 July 2024
4. Training Session on “Mentoring Skills”
  - Date: 25 July 2024
  - Resource Person: Rev Fr. Norbert Menezes SJ,

  
12/7/24  
Dr Ashok Kumar  
Organizer

  
12/7/2024  
Sr. Dr Grace SCSC  
Coordinator IQAC

  
12/7/2024  
Fr. Dr Martin Poras SJ  
Principal

**IQAC**  
St. Xavier's College of Mgmt. & Tech.  
Digha Ghat, Patna - 800 011



# St. Xavier's College of Management & Technology



NAAC Accredited with B++ Grade (1st Cycle)

(Affiliated to Aryabhata Knowledge University)

Digha-Aashiyaana Road, Patna - 800 011

## A Six-Day Faculty Development Programme

**"TRANSFORMATIVE APPROACHES IN HIGHER EDUCATION & RESEARCH"**

### *Certificate of Participation*

This is to certify that .....  
of..... has successfully completed  
A Six-Day Faculty Development Programme on "TRANSFORMATIVE APPROACHES IN HIGHER EDUCATION &  
RESEARCH" held from 19 to 25 July 2024, Organised by the IQAC, St. Xavier's College of Management & Technology, Patna.

**Dr Ashok Kumar**  
Organiser, Member IQAC  
SXCMT, Patna

**Sr Dr Grace SCSC**  
Coordinator IQAC  
SXCMT, Patna

**Fr Dr Martin Poras SJ**  
Principal  
SXCMT, Patna

ANNEXURE 6

# ANNEXURE 7

## ST XAVIER'S COLLEGE OF MANAGEMENT & TECHNOLOGY

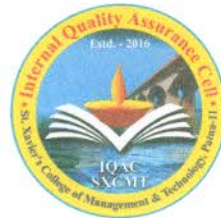
NAAC Accredited with B++ Grade (1<sup>st</sup> Cycle)

(Affiliated to Aryabhata Knowledge University)

Digha-Aashiyaana Road, Digha Ghat, Patna- 800011, Bihar

Mobile Nos.: 8987262019; 8877617734, E-mail: info@sxepatna.edu.in,

Website: www.sxepatna.edu.in



### Evaluation of FDP on "Transformative Approaches in Higher Education & Research" held on 19 to 25 July 2024

1. Did the FDP meet your expectations?  
Good – 9  
Excellent – 8  
Very Good – 16
2. How did you find the technical arrangement of the FDP?  
Average – 1  
Good – 3  
Excellent – 12  
Very Good – 17
3. Mention some points you appreciated the most.
  1. Well planned. Some resource persons were very food
  2. Resource Persons, Topics, Snacks and Tea, Hospitality, Accommodation, The choice of resource persons
  3. Presentation of the slide
  4. Selection of resources person was excellent by IQAC
  5. Very well planned and executed, Selection of the topic was excellent, Good Resource Persons
  6. The concept, The resource persons, Timeliness
  7. The relevance and effectiveness of the theme and the speakers made the six days impactful.
  8. Selection of Resource personals, Snacks arrangements and hospitality, Interactive Sessions
  9. Timely information, very good arrangement, informative sessions
  10. Well organised sessions, meticulous planned
  11. Sessions of the Second day of the FDP were very effective and useful
  12. Session of AI in teaching and research
  13. At the outset of the session, it sets the tone for the entire session. The resources persons for AI tools were very good.
  14. Was well planned, Time management was good.

15. Practical sessions of Fr Dr Paul Pudussery were very useful and relevant
16. About AI and PPT making session
17. Session on Non-Violent Communication, AI tools for Research
18. Covered relevant topics, Session of Father Pudusherry was quite useful
19. Fr. Rector's session was good on compassionate communication
20. Dr. Supriya Shree gave useful tips
21. Fr Dr Paul Puducsessery CSC also gave very insightful information
22. Smooth Flow of the FDP
23. Intellectual Resource Persons
24. Hands on training of the session was good.
25. Choice of Resource person was appropriate.
26. Session on mentoring skills, Tools for teaching.
27. Resourceful resource persons
28. Fundamentals of leadership, building g effective teams thru compassionate communication and conflict resolutions: brick relationship; Navigating AI TOOLS in daily Academic and intellectual activities, Reshaping higher education using creative , multiple solutions and the capacity to analyse using creative thinking power; for integrating creative thinking, find positive approach to change, it is very demanding from everyone to look at academic wholistically and relevant today with its dynamics and evolving nature
29. Hands on session was very informative; Speech by the chief guest on inaugural session was energetic
30. Well-planned and flawlessly executed
31. Excellent session followed by discussion
32. Well organised
33. Learnt new tools
34. Session by Fr Paul Pudussery was very effective
35. Topic relevant; Excellent Resource person

4. How would you rate the choice of topics? 4.3/ 5

5. How would you rate the choice of Resource Persons? 4.2/5

6. Any suggestion for future FDP.

1. Must be practical oriented
2. Keep us in touch
3. This kind of programme should be organised regularly so that the teaching fraternity will get the benefits
4. Not yet
5. Assignment based FDP in future

6. It will be good if students are not present during FDP, if the staff handles the photography and videography
7. An entire FDP on AI tools
8. Sessions should be full day
9. FDP on Research grant process
10. Organised for National Level
11. Psychological module
12. Research, team building, leadership
13. More focus should be on teaching methodology and mentoring
14. More in-house faculties can be resource persons
15. Different resource persons for different days
16. Professional Conduct at the workplace
17. Hands on workshops opportunities for participants
18. Hands on training on Content Creation would be more helpful to enhance teaching and learning
19. More sessions on research should be conducted
20. IT WAS very GOOD and relevant topic
21. Need more hands-on session
22. Timing of the FDP
23. Could have conducted morning hours
24. Full day program
25. More hand on sessions needed
26. Must invite participants from other colleges

7. How much would you rate the FDP out of 5. 4.2/5

*Amar.*  
*25/7/24*





# ANNEXURE 8

## ST XAVIER'S COLLEGE OF MANAGEMENT & TECHNOLOGY

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Mobile Nos.: 8987262019; 8877617734, E-mail: info@sxcpatna.edu.in,







Website: www.sxcpatna.edu.in



### LIST OF PARTICIPANTS WITH SIGNATURES

Sl. No.	Name of the Participant	Name of the Institution	19th July 2024	20th July 2024	22nd July 2024	23rd July 2024	24th July 2024	25th July 2024	Signature
1	Fr Dr Martin Poras SJ	SXCMT, Patna	P	P	P	P	P	P	<i>Martin</i>
2	Fr Dr Sherry George, SJ	SXCMT, Patna	P	P	P	P	P	P	<i>Sherry</i>
3	Dr. Sebastian Alphonse	SXCMT, Patna	P	P	P	P	P	P	<i>Sebastian</i>
4	Sr Dr Grace Pamplany SCSC	SXCMT, Patna	P	P	P	P	P	P	<i>G.P.</i>
5	Dr. Anurag Ambasta	SXCMT, Patna	P	P	P	P	P	P	<i>Anurag</i>
6	Mr. Ajay Kumar	SXCMT, Patna	P	P	P	P	P	P	<i>Ajay</i>
7	Mr. Abhishek Anand	SXCMT, Patna	P	P	P	P	P	P	<i>Abhishek</i>
8	Dr. Niharika Kumari	SXCMT, Patna	P	P	P	P	P	P	<i>Niharika</i>
9	Dr. Kalpana Kumari	SXCMT, Patna		P	P	P	P	P	<i>Kalpana</i>
10	Mr. Bidya Nand Choudhary	SXCMT, Patna	P	P	P	P	P	P	<i>Bidya Nand Choudhary</i>
11	Dr. Piyush Ranjan Sahay	SXCMT, Patna	P	P	P	P	P	P	<i>Piyush Sahay</i>
12	Mr Mario Martin	SXCMT, Patna	P	P	P	P	P	P	<i>MARIO</i>
13	Ms Shilpa Sharma	SXCMT, Patna	P	P	P	P	P	P	<i>Shilpa Sharma</i>
14	Dr Gita Rani Sahu	SXCMT, Patna	P	P	P	P	P	P	<i>Gita Rani</i>
15	Mr Manish Kumar	SXCMT, Patna	P	P	P	P	P	P	<i>Manish</i>
16	Mr Arindam Roy	SXCMT, Patna	P	P	P	P	P	P	<i>Arindam</i>
17	Dr. Prakash Upadhyay	SXCMT, Patna	P	P		P	P	P	<i>Prakash</i>
18	Dr. Rakesh Kumar Pathak	SXCMT, Patna	P	P	P	P	P	P	<i>Rakesh Kumar Pathak</i>

Sl. No.	Name of the Participant	Name of the Institution	19th July 2024	20th July 2024	22nd July 2024	23rd July 2024	24th July 2024	25th July 2024	Signature
19	Dr. Supriya Shree	SXCMT, Patna	P	P	P	P	P	P	Supriya
20	Mr. Mukesh Kumar	SXCMT, Patna	P	P	P	P	P	P	Mukesh Kumar
21	Mr. Piyush Verma	SXCMT, Patna	P	P	P		P	P	Piyush
22	Ms Vandana Verma	SXCMT, Patna	P	P	P	P	P	P	Vandana Verma
23	Dr. Farhan Khalid	SXCMT, Patna	P	P	P	P	P	P	Farhan
24	Dr. Ashok Kumar	SXCMT, Patna	P	P	P	P	P	P	Ashok
25	Dr. Mala Kumari Upadhyay	SXCMT, Patna	P	P	P	P	P	P	Mala Kumari Upadhyay
26	Dr. Rachna Thakkar	SXCMT, Patna	P	P	P	P	P	P	Rachna
27	Dr. Alok Baran	SXCMT, Patna	P	P	P	P	P	P	Alok Baran
28	Ms Priya Gupta	SXCMT, Patna	P	P	P	P	P	P	Priya Gupta
29	Ms. Priya Manish Kumar	SXCMT, Patna	P	P	P	P	P	P	Priya Manish Kumar
30	Mr. Vikas Kumar	SXCMT, Patna	P	P	P	P	P	P	Vikas
31	Ms Priyanka Singh	SXCMT, Patna	P	P	P	P	P	P	Priyanka Singh
32	Sr Jaya Joseph RNDM	SXCMT, Patna	P	P	P	P	P	P	Jaya
33	Tapeshwar Prasad	SXCMT, Patna	P	P	P	P	P	P	Tapeshwar
34	Dr Sushil Bilung, SJ	St. Xavier's College of Education (Autonomous), Patna	P	P	P	P	P	P	Sushil
35	Dr. Shanti Kishori Singh	St. Xavier's College of Education (Autonomous), Patna		P	P	P	P	P	Shanti Kishori Singh 24/07/24
36	Dr. Smita Sah	St. Xavier's College of Education (Autonomous), Patna	P	P	P	P	P	P	Smita Sah 24/07/2024

Sl. No.	Name of the Participant	Name of the Institution	19th July 2024	20th July 2024	22nd July 2024	23rd July 2024	24th July 2024	25th July 2024	Signature
37	Dr Deep Kumar	St. Xavier's College of Education (Autonomous), Patna	P	P	P	P	P	P	
38	Dr. Benilalit Minj	St. Xavier's College of Education (Autonomous), Patna	P	P	P	P	P	P	
39	Ms. Sujata Kumari	St. Xavier's College of Education (Autonomous), Patna	P	P	P	P	P	P	
40	Ms Sanjana Tirkey	St. Xavier's College of Education (Autonomous), Patna	P	P	P	P	P	P	
41	Dr. Shobha	St. Xavier's College of Education (Autonomous), Patna	P	P	P	P	P	P	
42	Mr Vikash Kumar	DRPSPM, Patna	P	P	P	P	P	P	

  
25/07/2024  
Sr Dr Grace, SCSC  
IQAC Coordinator

  
25/7/2024  
Fr Dr Martin Poras, SJ  
Principal

**IQAC**  
St. Xavier's College of Mgmt. & Tech.  
Digha Ghat, Patna - 800 011

# ANNEXURE 9

## MEDIA COVERAGE OF FACULTY DEVELOPMENT PROGRAM



पटना 19-07-2024

### संकाय विकास कार्यक्रम आज से

पटना। सेंट जेवियर्स कॉलेज ऑफ मैनेजमेंट एंड टेक्नोलॉजी, पटना के आईक्यूएसी (आंतरिक गुणवत्ता आश्वासन प्रकोष्ठ) द्वारा 19 से 25 जुलाई तक उच्च शिक्षा और अनुसंधान में परिवर्तनकारी दृष्टिकोण पर छह दिवसीय संकाय विकास कार्यक्रम का आयोजन होगा।



पटना 20-07-2024

### शिक्षा में विविधता और नवाचार का महत्व बताया सेंट जेवियर्स कॉलेज ऑफ मैनेजमेंट एंड टेक्नोलॉजी में संकाय विकास कार्यक्रम

पटना। निरंतर सीखना जीवन का एक तरीका है। इसलिए सेंट जेवियर्स कॉलेज ऑफ मैनेजमेंट एंड टेक्नोलॉजी के आंतरिक गुणवत्ता आश्वासन सेल ने उच्च शिक्षा और अनुसंधान में परिवर्तनकारी दृष्टिकोण पर छह दिवसीय संकाय विकास कार्यक्रम का आयोजन किया है। उद्घाटन सत्र के मुख्य अतिथि पटना विवि के यूजीसी मालवीय मिशन शिक्षक प्रशिक्षण केंद्र के निदेशक डॉ. अतुल आदित्य पांडे रहे। उन्होंने संकाय सदस्यों को परिवर्तनकारी शिक्षा में विविधता और नवाचार के महत्व के बारे में बताया। रिसोर्स पर्सन फादर जोसेफ सेबेस्टियन एसजे ने सर्वश्रेष्ठ नेतृत्व क्षमता के दौहन और दयालु संचार और संघर्ष परिवर्तन के माध्यम से पारस्परिक संबंधों को



मजबूत करने पर विचार रखे। उन्होंने विभिन्न संवेदनाओं पर अपनी अंतर्दृष्टि साझा की जो सच्चे नेताओं के रूप में हमारे परिवर्तन में बाधाएं बनती हैं। उन्होंने प्रतिभागियों को अनुकंपा संचार की प्रभावशीलता भी दिखाई।

*Anwar*  
20/7/24

# डिजिटल दुनिया में शिक्षण की चुनौती से निपटना सीखा

फैकल्टी डेवलपमेंट प्रोग्राम का समापन



पटना|सेंट जेवियर्स कॉलेज ऑफ मैनेजमेंट टेक्नोलॉजी में आयोजित छह दिवसीय फैकल्टी डेवलपमेंट प्रोग्राम का गुरुवार को समापन हो गया। संस्थान के संकाय सदस्य भी इस कार्यक्रम में भागीदार थे। यह ज्ञानवर्धक कार्यक्रम उच्च शिक्षा और अनुसंधान के लिए परिवर्तनकारी दृष्टिकोण पर आयोजित किया गया था, जो डिजिटल परिवर्तनों और कृत्रिम बुद्धिमत्ता के युग में एक बहुत ही प्रासंगिक और महत्वपूर्ण विषय है। संकाय सदस्यों ने सीखा कि शिक्षकों को सर्वश्रेष्ठ नेता कैसे बनना है, सदय संचार के साथ पारस्परिक संबंधों को कैसे मजबूत करना है और संघर्ष को सहयोग में कैसे बदलना है। संकाय सदस्यों ने वर्तमान डिजिटल दुनिया में शिक्षण में आने वाले मुद्दों और चुनौतियों के बारे में सीखा। यह भी सीखा कि उनसे कैसे निपटा जाए। उन्होंने सीखा कि अपने और अपने छात्रों के लिए समस्या समाधान के लिए रचनात्मक और आलोचनात्मक सोच कौशल कैसे विकसित किया जाए। आज उन्हें अत्यंत महत्वपूर्ण परामर्श कौशल में प्रशिक्षित किया गया। कार्यक्रम का आयोजन आंतरिक गुणवत्ता आश्वासन सेल द्वारा किया गया था। उद्घाटन सत्र के मुख्य अतिथि पटना विवि के यूजीसी मालवीय मिशन शिक्षक प्रशिक्षण केंद्र के निदेशक डॉ. अतुल आदित्य पांडे थे।

*Amrta*  
27/7/24

34

**SUDDH KHADI BHAWAN**  
SHOP NO. 3 SHAKTI COMRCEAL COMPLEX  
BOKING ROAD PATNA-800001  
Phone : 0612-250078

**GSTIN : 10AHYPC5623N1Z4**

**TAX INVOICE**

Invoice No/Date : 1214/2024-25 / 17-07-2024

Customer Name : Cash

Cust Mobile No :

Sl	Product	Price	Disc(%)	Amt.
Qty.	HSN Code	GST %		GST Amt
1	SHAWL	400.00	30.00	1,960.00
7.00	5208	5%		93.34

Total 1,960.00

Less : Rounded Off(-) 0.00

7.00 1,960.00

Rupees One Thousand Nine Hundred Sixty Only

Tax Rate	Taxable Amt.	CGST Amt.	SGST Amt.
5%	1,866.66	46.67	46.67

Total GST : 93.34

Total Sale : 0.00

Total Savings : 840.00

Net Payable : 1,960.00

**THANK YOU. VISIT US AGAIN.**

*Actualy  
Shawls for  
FDP.*

*Dalal  
17/7/24*



Bill / Cash Memo

Reg. No : UAN- BR26D0014869

# MAHAVIR STATIONERS & COMPLETE IT SOLUTION

Ashiana Road, Patna-25, Mob.: 9835079711, 9386389045

No.: 3094

Date: 23/07/2024

Purchaser Name & Address : ST. XAVIER'S College  
Digba - Ghat, Patna.

Sl.	PARTICULARS	Qty.	Rate	Amount	
				Rs.	P.
1.	Certificate	460	10/2	460	00
<p><i>Activity Certificate Printing for FDP.</i></p> <p><i>(Signature)</i> 23/7/24</p>					

Total Amount 460 00

Amount in Words ₹ (Rs) Four hundred sixty

● Goods once sold will not be taken back or exchanged.

E.&O.E

Signature

# TAX INVOICE

AJANTA SPORTS AND GIFTS CRAFTS PRIVATE LIMITED  
 Hotel Satkar Arcade, Fraser Road, Patna  
 GSTIN/UIN: 10AAKCA4290P1ZG  
 State Name : Bihar, Code : 10  
 CIN: U74900BR2012PTC018399  
 E-Mail : ajantagiftspatna@gmail.com

Invoice No. **AG/S/1808/24-25** Dated **21-Jul-24**  
 Vessel/Flight No. \_\_\_\_\_ Place of receipt by shipper: \_\_\_\_\_  
 City/Port of Loading \_\_\_\_\_ City/Port of Discharge \_\_\_\_\_

Buyer (Bill to)  
 St. Xavier's College Of Management And Technology  
 Digha Ghat  
 Patna  
 State Name : Bihar, Code : 10



**Ajanta**  
 Sports & Gifts Crafts Pvt. Ltd.  
 Est. 1969  
 Hotel Satkar Arcade, Fraser Road, Patna-800 001  
 Website : www.ajantagifts.in, e-mail : ajantagiftspatna@gmail.com  
 Mob : 9386729861 / 62 / 63 / 58  
 GSTIN - 10AAKCA4290P1ZG

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Disc. %	Amount
1	W.Trophy	4421	1.00 pcs	850.00	pcs	10 %	765.00
	<i>Output CGST</i>						68.85
	<i>Output SGST</i>						68.85
	<i>Round Off</i>						0.30
	<i>Total</i>		1.00 pcs				₹903.00

PAID

21/7/24

Ajanta  
 Memo for PDP.

Amount Chargeable (in words)

**Rupees Nine Hundred Three Only**

E & O.E

HSN/SAC	Taxable Value	CGST Rate	CGST Amount	SGST/UTGST Rate	SGST/UTGST Amount	Total Tax Amount
4421	765.00	9%	68.85	9%	68.85	137.70
<b>Total</b>	<b>765.00</b>		<b>68.85</b>		<b>68.85</b>	<b>137.70</b>

Tax Amount (in words) : **Rupees One Hundred Thirty Seven and Seventy paise Only**

**Payment Options :**

- 30% Interest will be charged if payment is not made within 30 days from the date of invoice. According to MSME

**Company's Bank Details**

A/c Holder's Name : **Ajanta Sports & Gifts Crafts Pvt.Ltd - (From 1-Apr-2014)**  
 Bank Name : **SBI C/A 32904168960**  
 A/c No. : **32904168960**  
 Branch & IFS Code : **Fraser Road & SE**

Company's PAN : **AAKCA4290P**

**Declaration**

We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.



Ajanta

Sports & Gifts Crafts Pvt. Ltd.  
 Patna

SUBJECT TO PATNA JURISDICTION

This is a Computer Generated Invoice

Pioneers in Brass & Gun Models Models of Yakshi, Vaishali Pillar, Golghar, Shaheed Smarak, Mahabodhi Temple Nalanda, Vikramshila, Harimandir, Maner Sheriff, Kargil Chowk and many more. Also Gifts, Wooden & Stone Handicrafts, Madhubani Paintings, Sandal Wood Carvings, Sports Goods, Trophies and Marriage Gifts etc.





Bill

Mob.: 9430823817

# MYSHA'S CARRY OUT

We Serve Better

Bill No.: 644

Plot No. 2, Fair Field Colony, P.O Digha Ghat, Patna 800011

Date: 19-07-24

Mr./Ms./Mrs.: St. Xavier's College of Management & Technology  
Address: Digha, Patna

S. N.	PARTICULARS	Qty.	Rate	Amount	
				Rs.	P.
1	Meting - Samosa FDP	45 pie	10/pie	450.00	
			Total	450/-	

Harshita Hansda.  
For Harshita Hansda



Bill

Mob.: 9430823817

# MYSHA'S CARRY OUT

We Serve Better

Bill No.: 645

Plot No. 2, Fair Field Colony, P.O Digha Ghat, Patna 800011

Date: 20-07-24

Mr./Ms./Mrs.: St. Xavier's College of Management & Technology  
Address: Digha, Patna

S. N.	PARTICULARS	Qty.	Rate	Amount	
				Rs.	P.
1	Meting - Veg. Cutlet FDP	45 pie	15/pie	675.00	
			Total	675/-	

Harshita Hansda.  
For Harshita Hansda



Bill

Mob.: 9430823817

# MYSHA'S CARRY OUT

We Serve Better

Bill No.: 643

Plot No. 2, Fair Field Colony, P.O. Digha Ghat, Patna 800011

Date: 29-07-24

Mr./Ms./Mrs.: St. Xavier's College of Management & Technology

Address: Digha, Patna

S. N.	PARTICULARS	Qty.	Rate	Amount Rs. P.
	Meting - Kachouri. <i>(Handwritten signature and date 30/7/24)</i>	45. pie.	10/pie.	450.00.
			Total	450/-

Harshita Hansda.  
For Harshita Hansda



Bill

Mob.: 9430823817

# MYSHA'S CARRY OUT

We Serve Better

Bill No.: 651

Plot No. 2, Fair Field Colony, P.O. Digha Ghat, Patna 800011

Date: 23-07-24

Mr./Ms./Mrs.: St. Xavier's College of Management & Technology

Address: Digha, Patna

S. N.	PARTICULARS	Qty.	Rate	Amount Rs. P.
	Meting - Sandwich. <i>(Handwritten signature and date 30/7/24)</i>	45. pie.	30/pie.	1350.00.
			Total	1350/-

Harshita Hansda.  
For Harshita Hansda



Bill

Mob.: 9430823817

# MYSHA'S CARRY OUT

We Serve Better

Bill No.: **652**

Plot No. 2, Fair Field Colony, P.O Digha Ghat, Patna 800011

Date: 24/07/24

Mr./Ms./Mrs.: St. Xavier's College of Management & Technology

Address: Digha, Patna

S. N.	PARTICULARS	Qty.	Rate	Amount	
				Rs.	P.
	<del>Meeting - Gali &amp; Sambhar</del> <del>PDP</del>	45 P	30/p.	1350.00	
			Total	1350/-	

Harshita Hansda  
For Harshita Hansda



Bill

Mob.: 9430823817

# MYSHA'S CARRY OUT

We Serve Better

Bill No.: **653**

Plot No. 2, Fair Field Colony, P.O Digha Ghat, Patna 800011

Date: 25-07-24

Mr./Ms./Mrs.: St. Xavier's College of Management & Technology

Address: Digha, Patna

S. N.	PARTICULARS	Qty.	Rate	Amount	
				Rs.	P.
	<del>Meeting - chaat</del> <del>PDP</del>	45 P	30/p.	1350.00	
			Total	1350/-	

Harshita Hansda  
For Harshita Hansda

**Airline PNR ORLYPY**

R PNR: RW14FG2703

Issued Date :14/07/2024

Airline GST - AS/WB :

18AABCI2726B1Z1/19AABCI2726B1ZZ

**LINK CENTRE TOUR AND TRAVEL**

**SERV**

58/2, CENTRAL ROAD, AGARTALA, WEST

TRIPURA, PIN-799001,

0381-2381238 | 9436123595

linkcentre.travels94@gmail.com

Client GST -

Passengers	Ticket Numbers
Mr. Paul / Pudussery (Adult)	RW14FG27031-1

Passenger Contact Number - 9402168195

**Your Flight**

 **Onward - Guwahati To Kolkata 21 Jul 2024** **CONFIRMED**

Jul 21, 09:15 Guwahati <b>GAU</b> Terminal -	Duration : 1hrs 15min Operated by IndiGo Airlines - 6E 213   Fare Basis - O0IP Class : Economy	Jul 21, 10:30 Kolkata <b>CCU</b> Terminal -
---	--	--

 **Onward - Kolkata To Patna 21 Jul 2024** **CONFIRMED**

Jul 21, 14:15 Kolkata <b>CCU</b> Terminal -	Duration : 1hrs 0min Operated by IndiGo Airlines - 6E 6917   Fare Basis - Q0IP Class : Economy	Jul 21, 15:15 Patna <b>PAT</b> Terminal -
--	--	--

**Seat Reservations**

Guwahati To Kolkata on Sun 21 Jul 24						6E 213
Status	Seat	Bag	Meals	Other SSR	2D BARCODE	
Mr. Paul / Pudussery (Adult)	CNF	15Kg			GAU - CCU	

Kolkata To Patna on Sun 21 Jul 24						6E 6917
Status	Seat	Bag	Meals	Other SSR	2D BARCODE	
Mr. Paul / Pudussery (Adult)	CNF	15Kg			CCU - PAT	

Passenger Name	Basic Fare	Fuel Surcharge	K3	Meals	Baggage	Seat	Taxes Other Charges	Gross Amount
Mr. Paul / Pudussery (Adult)	Rs.7500	Rs.0	Rs.0	Rs.0	Rs.0	Rs.0	Rs.1212	Rs.8712
Total	Rs.7500	Rs.0	Rs.0	Rs.0	Rs.0	Rs.0	Rs.1212	Rs.8712

CONTACT NO: 01246245384

RULES AND REGULATIONS

Airline PNR **OTIUSS**

R PNR: RW14FG2713

Issued Date : 14/07/2024

Airline GST - WB : 19AABCI2726B1ZZ

**LINK CENTRE TOUR AND TRAVEL  
SERV**

58/2, CENTRAL ROAD, AGARTALA, WEST

TRIPURA, PIN-799001

0381-2381238 | 9436123595

linkcentre.travels94@gmail.com

Client GST -

Passengers	Ticket Numbers
Mr. Paul / Pudussery (Adult)	RW14FG27131-1

Passenger Contact Number - 9402168195

**Your Flight**



**Onward - Patna To Kolkata 25 Jul 2024**

**CONFIRMED**

Jul 25, 15:50

Patna

**PAT**

Terminal -

Duration : 0hrs 55min

Operated by IndiGo Airlines - 6E 775 | Fare Basis - Q0IP

Class : Economy

Jul 25, 16:45

Kolkata

**CCU**

Terminal -



**Onward - Kolkata To Guwahati 25 Jul 2024**

**CONFIRMED**

Jul 25, 20:00

Kolkata

**CCU**

Terminal -

Duration : 1hrs 10min

Operated by IndiGo Airlines - 6E 6663 | Fare Basis - L0IP

Class : Economy

Jul 25, 21:10

Guwahati

**GAU**

Terminal -

**Seat Reservations**

Patna To Kolkata on Thu 25 Jul 24

6E 775

Mr. Paul / Pudussery (Adult)

Status	Seat	Bag	Meals	Other SSR
CNF		15Kg		

2D BARCODE  
PAT - CCU



Kolkata To Guwahati on Thu 25 Jul 24

6E 6663

Mr. Paul / Pudussery (Adult)

Status	Seat	Bag	Meals	Other SSR
CNF		15Kg		

2D BARCODE  
CCU - GAU



Passenger Name	Basic Fare	Fuel Surcharge	K3	Meals	Baggage	Seat	Taxes Other Charges	Gross Amount
Mr. Paul / Pudussery (Adult)	Rs.5980	Rs.0	Rs.0	Rs.0	Rs.0	Rs.0	Rs.1500	Rs.7480
	Rs.5980	Rs.0	Rs.0	Rs.0	Rs.0	Rs.0	Rs.1500	Rs.7480

WINDUP CENTER NUMBER **01246245384**

**RULES AND REGULATIONS**

- PASSENGER ID - All Passengers must carry their Photo Identification while Check In.



यूको बैंक  
UCO Bank

DIGHA GHAT  
ST. MICHAEL HIGH SCHOOL CAMPUS  
PATNA - 800011  
RTGS/NEFT IFS CODE : UCBA0001895

Valid for three months from the date of instrument

22/07/2024  
DDMMYY  
X4GZOS

PAY

YOURSELF FOR NEFT

या धारक को OR BEARER

RUPEES रुपये SIXTEEN THOUSAND ONE HUNDRED NINETY TWO RUPEES ONLY

अदा करें।

₹

16,192.00

खा. सं.  
A/c No. 18950110022238

क्रम सं.  
Seqn. No. 000064002637

SB

FOR ST XAVIER S COLLEGE OF  
MANAGEMENT AND TECHNOLOGY

For St. Xavier's College of Mgmt. & Tech.  
Payable at par at all UCO CBS branches

For St. Xavier's College of Mgmt. & Tech

*Alcemy*  
Treasurer

*Martin P...*  
Authorized Signatory  
Please sign here

⑈002637⑈ 800028007⑈ 000064⑈ 31

Flight ticket

1. 8712.00

2. 7480.00

Total 16,192.00

✓ Faculty Development Program  
Allowed  
*Martin*  
22/7/2024  
SEMINAR  
*Al*

SESHAASAI (K) / CTS 2010

12/06/2024

SB / 2118491

**UCO BANK**  
**COUNTER FOIL**

Form NEFT  RTGS

Branch Digha

Date 09/11/24 Time \_\_\_\_\_

By Cash/Cheque/Transfer for RTGS/ NEFT remittance favouring <u>SXCMT</u> <u>009632</u>
Beneficiary A/c No: <u>35601200</u>
Bank: <u>UJIVAN</u> <u>4000039</u>
Branch: <u>AGARTALA</u>
IFS Code: <u>UJVN0003550</u>
Account Type: _____
Amount ₹: _____
Charges ₹: _____
Total Amount ₹: <u>161921-</u>
Total Amount in words: <u>Sixteen</u> <u>thousand one hundred</u> <u>and ninety two</u>
Remitter Name: <u>SXCMT</u>
Remitter A/c No: <u>189501100919</u>
Address: <u>Digha Ashirang</u>

For St. Xavier's College of Mgmt. & Tech.

UCBAH 24204606485 Alenaty  
Seal/Signature of Customer/Remitter

Mobile No. 916919090517

PAN: AAATX0021A  
(Refer terms of remittance overleaf.)

UCBAH 24204606485  
For St. Xavier's College of Mgmt. & Tech.  
Branch Seal

Martin Bose

Principal

Signature of Authorised Signatory





यूको बैंक  
UCO Bank

DIGHA GHAT  
ST. MICHAEL HIGH SCHOOL CAMPUS  
PATNA - 800011  
RTGS/NEFT IFS CODE : UCBA0001895

Valid for three months from the date of instrument

25/07/2024  
D D M M Y Y Y Y  
VAGSGR

PAY

YOURSELF FOR NEFT

या धारक को OR BEARER

RUPEES रुपये FIFTEEN THOUSAND RUPEES ONLY

अदा करें।

₹

15,000.00

12/06/2024

खा. सं  
A/c No. 18950110022238

क्रम सं.  
Seqn. No. 000064002639

SB

FOR ST XAVIER S COLLEGE OF  
MANAGEMENT AND TECHNOLOGY  
For St. Xavier's College of Mgmt. & Tech

*Martin Peral*

Authorised Signatory  
Please Sign Here

For St. Xavier's College of Mgmt. & Tech.  
Payable at par at all UCO CBS branches

*Martin Peral*  
Treasurer

⑈002639⑈ 800028007⑈ 000064⑈ 31



ST. XAVIER'S COLLEGE OF MANAGEMENT AND TECHNOLOGY, PATNA  
X.T.I. Campus, Digha Ghat, Patna- 800011, Bihar

PRINCIPAL

24/7/2024

Dear Fr. Coasta,

Kindly pay Rs. 15,000/-  
to Fr. Paul Puthuseery as  
remuneration for the FDP

UCO A/c 38

# 2639

at  
25/7/24

*Martin Peral*

Pay

to

24-7-2024



**UCO BANK**  
COUNTER FOIL

Form NEFT  RTGS   
Branch Digha  
Date 25/07/24 Time \_\_\_\_\_

**UCO BANK**

Annexure-1

**NEFT/RTGS FUNDS REMITTANCE APPLICATION FORM**

Branch Digha Date 25/07/24 Time \_\_\_\_\_  
Remit funds through: NEFT  RTGS   
(For RTGS- Amount must be for ₹ 2 lakhs or more)

By Cash/Cheque/Transfer for RTGS/  
NEFT remittance favouring  
SXCMT 002639  
Beneficiary A/c No: 19650100024570  
Bank: FEDERAL  
Branch: AGARTALA  
IFS Code: FDRL0001965  
Account Type: \_\_\_\_\_  
Amount ₹: \_\_\_\_\_  
Charges ₹: \_\_\_\_\_  
Total Amount ₹: 15000/-  
Total Amount in words: fifteen thousand only  
Remitter Name: SXCMT  
Remitter A/c No: 18950110022938  
Address: Digha Dshayana Rd.  
For St. Xavier's College of Mgmt. & Tech.

**Beneficiary Details**

Name:	P	A	U	L	C	P	U	D	U	S	S	E	R	V
Account Number:	1	9	6	5	0	1	0	0	0	2	4	5	7	0
Address:	<u>AGARTALA, PARMUR NO 824 JAGANNATH BARI ROAD</u>													
Bank Name & Branch:	<u>FEDERAL BANK</u>													
IFS Code:	<u>FDRL0001965</u>											Account Type:(SB/CA/CC/OTHERS)/ Remittance to INDO Nepal		
Amount (to be remitted) ₹:	<u>15000/-</u>													
NEFT/RTGS Charges ₹:	_____													
Total Amount ₹:	_____													
Total Amount in words:	<u>fifteen thousand only</u>													

**Applicant Details (Remitter)**

Name:	<u>St. Xavier's College of Management &amp; Technology</u>													
Account Number:	1	8	9	5	0	1	1	0	0	2	2	2	3	8
Address:	<u>Digha Dshayana Rd.</u>													
Mobile/Landline No.:	<u>91-1620190257</u>											PAN <u>AAATX0021A</u>		
Email Id:	<u>alcrasta85@gmail.com</u>													
Purpose of Remittance:	_____													

Seal/Signature of Customer/Remitter  
Mobile No. 9169120957  
PAN: AAATX0021A  
(Refer terms of remittance overleaf.)  
For St. Xavier's College of Mgmt. & Tech.  
Branch Seal  
Martin Peres  
Principal  
Signature of Authorised Signatory

Please remit the amount as per above details by debiting cash or my/our  
SB/CA/CC /OTHERS Account No. 18950110022938  
with Digha branch. I/We agree to the terms and  
conditions printed on the reverse hereof.  
Enclosed Cheque No. 002639 /Debit Authority Dated 25/7/24  
₹ 15000/- enclosed.  
For St. Xavier's College of Mgmt. & Tech.  
Reference No: \_\_\_\_\_  
UTR/ NEFT Ref No.: \_\_\_\_\_  
Transaction Id: \_\_\_\_\_  
For St. Xavier's College of Mgmt. & Tech.  
Martin Peres  
Principal  
Seal/Sig. Nature of Customer/Remitter  
Sign. of Offic (Verifying Doc.)

Details of Cash Remitted			
₹	Pcs	₹	P.
2000 x			
500 x			
200 x			
100 x			
50 x			
20 x			
10 x			
Coins			
Total			

Sign. of Official (Maker)  
Sign. of Official (Checker)

# UCO BANK

## COUNTER FOIL

Form NEFT  RTGS

Branch Digha

Date 25/7/24 Time \_\_\_\_\_

By Cash/Cheque/Transfer for RTGS/ NEFT remittance favouring
<u>SXCMT 002689</u>
Beneficiary A/c No: <u>1965010002457</u>
Bank: <u>FEDERAL</u>
Branch: <u>AGARTALA</u>
IFS Code: <u>FDRL0001965</u>
Account Type:
Amount ₹:
Charges ₹:
Total Amount ₹: <u>15000/-</u>
Total Amount in words:
<u>fifteen thousand</u> <u>only</u>
Remitter Name: <u>SXCMT</u>
Remitter A/c No: <u>189501100282</u>
Address: <u>Digha Dheyam</u> <u>Rd.</u>
For St. Xavier's College of Mgmt. & Tech.

Alcinity  
Seal/Signature of Customer/Remitter  
Mobile No. 9169120257  
PAN: AAATX0091A  
(Refer terms of remittance overleaf.)

UCB 1124207966785  
For St. Xavier's College of Mgmt. & Tech.  
Branch Seal  
Martin Pouda  
Principal  
Signature of Authorised Signatory

