

Holy Cross College (Autonomous), Nagercoil.

Annual Quality Assurance Report
(AQAR)
2014 – 2015

Submitted to
National Assessment and Accreditation
Council, Bangalore.

Accredited by NAAC with A Grade – CGPA 3.34

Accreditation Date : 05-01-2013

Valid upto : 04-01-2018

HOLY CROSS COLLEGE (Autonomous), Nagercoil -4

AQAR 2014 - 15

Vision

We the Crossians believe in sculpting the outside, in the light of that which is within. We strive towards a healthy and harmonious society envisioned by our foundress mother Claudine Echernier – an unlettered shepherdess who in her understanding and pure awareness established a direct contact with life. In tune with God's self emptying love (Kenosis) which is co-extensive with life, we groom our children to live in tune with existence, to build their homes on the bedrock of truth, to grow in universal consciousness, to witness things with an all comprehensive intelligence, to work with unbounded sensitivity, to act with a spirit of inquiry and to have a deeper perception of the unity of all knowledge, of life and love.

Mission & Goal

It is only in this state that they would be able to take a stand in the struggles of the disadvantaged and the marginalized. Higher education at our institution aims at tuning the heartbeats of our students with the pulse beats of the entire universe. They learn to enhance life, to create something new and beautiful, and to take their rightful place and responsibility in society.

Objectives

By tracing the underlying inner principle of unity of all knowledge, we offer roadmaps to our students in their journey towards building a new harmonious and sustainable society.

The two major Christian principles of seeing the kingdom of God within oneself, and being the light of the world have become our inspiration for social, ecological, psychological and economic regeneration. Our students move from character to consciousness, from competence to commitment and from sympathy to compassion. The all-round formation helps them transcend barriers with a cosmic view. Their knowledge expands to understanding. They learn to relate their knowledge to totality in every sphere – physical, mental, intellectual, supra-mental, personal and social.

The Annual Quality Assurance Report (AQAR) of the IQAC

2014 - 2015

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2014 to June 30, 2015)*

Part – A

I. Details of the Institution

1.1 Name of the Institution

HOLY CROSS COLLEGE (AUTONOMOUS),
NAGERCOIL

1.2 Address Line 1

KURUSADY

Address Line 2

ROCH NAGER

City/Town

NAGERCOIL

State

TAMIL NADU

Pin Code

629 004

Institution e-mail address

holycrossngc@yahoo.com

Contact Nos.

04652 - 261473

Name of the Head of the Institution:

Dr. Sr. M.R. BASIL ROSE

Tel. No. with STD Code:

04652 - 261473

Mobile:

09487416509

Name of the IQAC Co-ordinator:

Dr. G. LEEMA ROSE

Mobile:

09791996553

IQAC e-mail address:

crossiqac@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

13451

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

Ec/62/RAR/039 dated 5-1-2013

1.5 Website address:

www.holycrossnsl.in

Web-link of the AQAR:

http:// www.holycrossnsl.in/AQAR 2013-14.doc

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	***		1-2-1999	5 years
2	2 nd Cycle	B++		20-5-2005	5 years
3	3 rd Cycle	A	3.34	5-1-2013	5 years
4	4 th Cycle				

1.7 Date of Establishment of IQAC :DD/MM/YYYY

18-06-2001

1.8 AQAR for the year (for example 2010-11)

2014 - 2015

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011))

i. AQAR ____31-7-2014____ (DD/MM/YYYY)

1.10 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☒

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☒ No ☐

Regulatory Agency approved Institution Yes ☐ No ☒

Type of Institution Co-education ☐ Men ☐ Women ☒

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☒ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☒ Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

MSW, Computer Science

1.12 Name of the Affiliating University (for the Colleges)

Manonmaniam Sundaranar
University, Tirunelveli, Tamil Nadu.

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

UGC

University with Potential for Excellence

-

UGC-CPE

-

DST Star Scheme

-

UGC-CE

-

UGC-Special Assistance Programme

-

DST-FIST

✓

UGC-Innovative PG programmes

-

Any other (*Specify*)

-

UGC-COP Programmes

✓

2. IQAC Composition and Activities

2.1 No. of Teachers

13

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

02

2.4 No. of Management representatives

01

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and
community representatives

02

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

01

2.9 Total No. of members

23

2.10 No. of IQAC meetings held : 42

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff, Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ **Workshops**/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

- English Skill for teachers
- Web application for facilitating learning online
- Interview skills and group discussion

2.14 Significant Activities and contributions made by IQAC

- Organized six day workshop on English skill for teachers
- Organized two day workshop on web applications to facilitate online teaching.
- Released the biannual newsletter.
- AQAR was sent to NAAC
- Formulated benchmarks on quality sustenance.
- Strengthened the quality circle and the discipline committee
- Organized endowment lectures
- Organized a workshop on interview skills and group discussion
- Released the Golden Jubilee Special Cover and “My Stamp”.
- Organized a workshop on “Perspectives on Autonomy”
- Report on extension of autonomy was prepared.
- Proposal sent to UGC for CPE

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
English speaking as campus culture	Six days workshop on English Skill for teachers. (09-06-2014 – 14-06-2014)
ICT enabled teaching	Two days workshop on web applications for facilitating teaching online. (16-06-2014 – 17-06-2014)
To strengthen IQAC (Members from all Department and Infrastructure)	Strengthened IQAC (Members from all Departments included and Infrastructure added)
SWOT analysis	SWOT Analysis was carried out and the consolidated report was prepared in July
To send the AQAR report to NAAC (2013-2014)	The AQAR report was sent on 31-07-2014
Proposal to UGC seeking financial assistance for organizing seminar	Proposal sent
To conduct a multidisciplinary exhibition in view of Golden Jubilee	Conducted the exhibition during August
To meet the alumnae and other stakeholders	Had meeting with the PTA and alumnae
Proposal sent to the India Post to release the Golden Jubilee Special Post Cover and My stamp	Released the Golden Jubilee Special Post Cover and My stamp on 12 – 01-2015
Revamp group discussion and interview skills	Workshop on group discussion and interview skills on 21-11-2014
To consolidate the activities during the odd semester	Consolidated the activities during November 2014
To release the IQAC Newsletter for odd semester	Released the IQAC Newsletter on 23-12-2014
To analyse the odd semester result	The result analysis was done with the HOD's, Principal and COE
To give an orientation on Extension of Autonomy	Workshop on Perspectives of Autonomy (20-02-2015)
To get feedback from alumni, parents and students	Consolidated the feedback from alumni, parents and students from March 10 th to March 31 st . Report was submitted to the management
To conduct internal audit as per NAAC instruction	The Audit was conducted from 1 st March to 8 th March 2015
Reminders to the staff during general body meetings and receiving data on the activities	Received and verified the data
To get ready the AQAR and the even semester Newsletter	Consolidated the data for the AQAR and the Newsletter

* Attach the Academic Calendar of the year as Annexure - attached

2.16 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☐ Syndicate ☐ Any other body ☐ **Governing body**

Provide the details of the action taken

- One more bus was added
- Consultancy service through instrumentation centre
- Presented paper in International seminars
- CCTV installed
- Digital information board installed
- Wi-fi in the main campus

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	4	-	-	-
M.Phil	4	-	4	-
PG	10	-	6	-
UG	12	-	6	-
PG Diploma	-	-	-	-
Advanced Diploma	2	-	-	2
Diploma	2	-	-	2
Certificate	9	-	-	2
Others (Satellite)	1	-	-	-
Total	44	-	16	6
Interdisciplinary	2	-	2	2
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	UG – 12; PG – 10 M.Phil – 4 } 26
Trimester	-
Annual	COP (Certificate, Diploma, Advanced Diploma) - 15

1.3 Feedback from stakeholders* Alumni ☒ Parents ☒ Employers ☒ Students ☒
(On all aspects Annexure attached)

Mode of feedback : Online ☒ Manual ☒ Co-operating schools (for PEI) ☐

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

- Self Learning Course offered by Mathematics department revised.
- Department of Mathematics to conduct viva voce in the IV semester.
- More credit for active participation in clubs and committees.
- Business Economics to become M.A Economics.
- Plant Biology and Plant Biotechnology to become M.Sc Botany.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

-

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
85	39	32	-	14

2.2 No. of permanent faculty with Ph.D.

47

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
21	14	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

6

-

59 - Self

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	36	139	35
Presented papers	23	62	2
Resource Persons		3	

2.6 Innovative processes adopted by the institution in Teaching and Learning:

ICT, smart class, communication skill for staff and students, paper presentation by students, in seminars conducted outside the college, mathematical model making, brain storming sessions, debate, Endowment lectures on recent developments and research, exposure programs to industries and laboratories, field trips, certificate courses, model interview, submission of online assignments, role plays, peer teaching practice, screening movies related to syllabus, snap test, making use of subject experts to teach certain topics, assignments through model making, chart and poster, using advanced software etc.

2.7 Total No. of actual teaching days during this academic year

181

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Double valuation
Online multiple
choice questions

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

139

2.10 Average percentage of attendance of students

93%

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Under graduate						
Mathematics (Aided)	42	66.67	30.9	0	0	97.62
Mathematics (SF)	43	27.9	65	4.6	0	97.67
Physics	39	51.2	43.5	2.5	0	97.44
Chemistry	43	58.1	39.5	0	0	97.67
Botany	19	5.2	57.8	26.3	0	89.47
Zoology	24	12	33.3	33.3	0	79.17
Computer Science	41	12	78	2.4	0	92.68
History	26	27	46	3.8	0	76.92
Economics	19	0	26.3	47.3	0	73.68
English(aided)	49	14	61.2	16.3	3	97.96
English (SF)	57	1.7	57.8	33.3	0	92.98
Tamil	12	33	58.3	8.3	0	100
Commerce (aided)	58	6.9	24	55	5	94.83
Commerce (SF)	47	0	12.7	76.5	1	91.49
Commerce with CA	39	7.7	58.9	23	0	89.74
Post graduate						
Mathematics	25	52	48	0	0	100
Physics	20	15	85	0	0	100
Chemistry	18	38	61	0	0	100
Zoology	19	26	73.6	0	0	100
Biotechnology	7	14	85.7	0	0	100
History	7	0	71.4	14.2	0	85.71
English	23	13	82.6	4.3	0	100
Business Economics	11	18	72.7	9	0	100
M.Com	26	7.7	73	7.6	0	88.46
MSW	3	1	0	0	0	100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- Organising workshop/seminars to enhance
 - ICT enabled teaching
 - Create blogs, e-learning, e-content etc.
 - Setting question papers and improving language skills
 - Group discussion and interview skills

- Teaching process is evaluated through feedback from students
- Learning process is monitored through continuous assessments and low achievers are given extra coaching through remedial classes after their working hours.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	3
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	4
Faculty exchange programme	-
Staff training conducted by the university	1
Staff training conducted by other institutions	1
Summer / Winter schools, Workshops, etc.	-
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	40	8	24	-
Technical Staff	16	1	1	

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Promotion of quality research through “Crossian Research Forum”.
- Publication of Multi disciplinary bi-annual research journal.
- Providing incentives for M.Phil students to present papers.
- Extra credits for students who publish papers.
- Encouraging PG students to do their projects in reputed institutions.
- Allotting benchmarks
- All eligible staff are motivated to get guideship.
- Organizing National seminars, publishing the proceedings.
- Honouring faculty who publish papers with high impact factor.
- Honouring guides when they produce Ph.D scholars.
- Staff members are motivated to author books and publish papers in International peer refereed journals.
- Both staff and students are encouraged to attend International and National Seminars.
- Eminent resource persons from reputed institutions address faculty to promote research.
- Our faculty serve as eminent resources persons in other institutions.
- Students are encouraged to do projects and publish their findings in seminars and journals.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	2	-	-
Outlay in Rs. Lakhs	-	13,19,800	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3	17	-	1
Outlay in Rs. Lakhs	4,50,000	31,41,000	500000	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	24	75	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	22	54	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	3	U.G.C.	-	-
Minor Projects	2	U.G.C.	17,55,000	13,30,000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE
INSPIRE CE DBT Star Scheme
Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	1	8	2		
Sponsoring agencies	-	U.G.C - 1	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
15	4	1	-	1	-	9

3.18 No. of faculty from the Institution who are Ph. D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="38"/>
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="5"/>
		Any other	<input type="text" value="-"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- ❖ Distribution of teak and healer herb saplings
- ❖ Uniform to school students through H. Share
- ❖ Projects given on socially related issues
- ❖ Giving awareness to students on social issues.
- ❖ Higher education support scheme for HIV affected students
- ❖ Awareness on childline & child protection
- ❖ Reaching the Unreached programme for all II years.
- ❖ Consumer awareness
- ❖ Tuition to the students in orphanages
- ❖ Visiting orphanages and homes for the mentally challenged
- ❖ Parthenium plant eradication
- ❖ Training programme to farmers on post harvesting technique and food preservation techniques
- ❖ Awareness talks through All India Radio by our faculty
- ❖ Blood group identification camp, awareness & demonstration camps on – blood pressure, diabetics, stroke, adulteration in food, cancer, pollution, etc to the local people.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	20	-	-	20
Class rooms	66	12	-	78
Laboratories	24	1	DST-FIST	25
Seminar Halls	3	-	-	3
No. of important equipments purchased (≥ 1 -0 lakh) during the current year.	48	12	UGC XII Plan Travel & Tourism DST-FIST	60
Value of the equipment purchased during the year (Rs. in Lakhs)	69	44	Autonomy	113
Others	-	-	-	-

4.2 Computerization of administration and library

- LIBWARE software installed for automated service
- Computers with internet access
- Online infolibnet database.
- Online journals and e-books
- Barcoding using Libware software
- Fully automated administrative system
 - Registration of application through software
 - Online certificate verification system
 - Scholarship

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	43,262	7614742	501	2,13,073	44,363	7827815
Reference Books	1987	6,68,313	-			
e-Books	-	-	-	-	-	-
Journals	5009(Back Volumes)	-	74	1,51,125	-	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	206	-	-	-	-	-
Others (specify)	CCTV, Xerox Machine, Bar Coder	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	241	69	161	45	31	7	33	6
Added	26	18	8	-	-	-	-	-
Total	267	87	169	45	-	-	-	6

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- ICT enabled workshop
- Smart class rooms, WiFi facility
- Internet access and training

4.6 Amount spent on maintenance in lakhs :

i) ICT	1.5
ii) Campus Infrastructure and facilities	6
iii) Equipments	4.5
iv) Others	-
Total :	12

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Providing platform for honing their skills both in the academic and non-academic arena.
- Having Career Oriented Programmes
- Financial assistance to students who participate in intercollegiate competitions.
- Student administration day
- Staying in touch with parents of wards
- Home visits
- Earn while you learn scheme
- Prizes awarded to students for 100 % attendance
- Buses, canteen, chapel, hostel, vehicle shed.
- Endowment lectures
- Daily newspaper (English) supplied to all classes
- TET, TRB & NET coaching
- Preparation for competitive and Bank examinations
- Communicative English classes offered
- Intercollegiate cultural and quiz competitions
- Summer training and internship programmes
- Freeship/Government hostels/ Scholarships
- Student welfare fund
- Counselling through an organisation called Centre for light
- NMEC, SBC etc to I and II years
- Employment information and Placement services
- Mentor ward system
- Updated information to students on scholarship and Government schemes

5.2 Efforts made by the institution for tracking the progression

- Report card that records the monthly progress
- Student profile record
- Programmes for the development of skills and talents
- Award for best usage of library
- Training programme to enhance leadership
- Remedial program
- Guidance and counselling
- Multi-pronged Feedback
- Soft skill check list – every year
- Mentor ward interaction
- Continuous Internal Assessment
- Periodical PTA meetings

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others(M.Phil.)
2021	340	52	44

(b) No. of students outside the state

19

(c) No. of international students

Nil

Men

No	%
-	-

Women

No	%
2457	100

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
39	87	7	2340	10	2473	46	80	7	2324	9	2457

Demand ratio **1:2.96**

Dropout % **0.96%**

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Streamlining students according to their aptitude and giving special training on competitive examinations.
- Interview techniques and group discussion
- NMEC – Study for Bank Exams
- SLC- Preparation for Bank Exams and other Competitive Exams
- SBC - Preparation for Competitive Exams
- NET/SLET/TET – coaching for PG students
- Bank coaching, civil services exam coaching

No. of students beneficiaries

686

5.5 No. of students qualified in these examinations

NET	-	SET/SLET	-	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	-

5.6 Details of student counselling and career guidance

- Counseling on personality development, sex education etc.
- Personal psychiatric counseling and guidance
- Self awareness program –Seminar on preparation to face future challenges
- Guidance and coaching to face competitive exams
- Campus interview within and outside the institution
- Placement cell established
- Skill based courses and NMEC
- Student counselling centre with a team of counsellors from ‘Centre for light’.
- Career Oriented Programme on Travel and Tourism, Journalism and Mass Communication and Clinical Chemistry

No. of students benefitted

849

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
3	80	32	-

5.8 Details of gender sensitization programmes

- Breast Cancer Awareness
- Awareness on the laws for violence against women
- Awareness on Crimes and injustice against women
- Awareness on the status of women in the present situation
- Awareness on women in society
- Awareness on anti dowry system
- Awareness on legal aid
- Awareness on role of volunteers in protecting children
- Human Rights

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level

153

National level

22

International level

-

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	248	3,03,200
Financial support from government	1,094	24,78,402
Financial support from other sources	159	2,87,650
Number of students who received International/ National recognitions	2	1,75,000
Minority Scholarship	561	38,14,400

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- Need based career oriented coaching given (TET)
- Classroom added

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

- Empowered by the self emptying love of God and inspired by our mother Foundress Claudine Echernier the crossian family envisions a just and harmonious society, wherein all people live life to its fullness.

Mission

- Holy Cross College aims at forming well integrated persons who will strive to transform society, by meeting the challenges of life and taking a stand in the struggles of the poor and the marginalised.

Goal

- The college stands for total liberation, development and empowerment of the student in order to prepare her to take her rightful place and responsibility in society.

6.2 Does the Institution has a management Information System - Yes

- Administration procedures including finance.
- Student admission, student records, evaluation and examination procedures, research, results

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- Periodical revision of curriculum
- Board of studies and Academic council meetings
- Skill development programmes, orientation training to tap oratory skills
- Executive skill development programmes
- Extracurricular activities
- Job oriented courses
- Take off with spoken English
- Gender sensitization Programmes.
- Need based revamping
- NET, SET based syllabi

6.3.2 Teaching and Learning

- Smart class, ICT enabled teaching
- Tapping into multiple intelligences
- Group discussions, Peer teaching
- Text related films
- Conducting quiz / exhibitions / viva voce examinations.
- Introducing French website
- Seminars
- Remedial Coaching
- Teaching aids such as charts and models / field trips / hands on training programmes.
- On line submission of assignments.
- Self renewal programmes for staff and students

6.3.3 Examination and Evaluation

- Online assignments
- Central valuation
- Door valuation – SBC, NMEC, HRE, WS, GD
- Project valuation & Viva voce examination
- Group study and team teaching
- Online quiz
- Project review for M.Phil students
- Publication of results within a month after the end semester examinations.
- Internal question setting.
- Supplementary exam for UG students (6 theory papers)
- Supplementary exam for PG students (4 theory papers)
- For sports students one CIA is mandatory

6.3.4 Research and Development

- Release of the bi-annual journal ‘Crossian Resonance’
- Seminar organised by the Crossian Research Forum
- Release of seminar proceedings
- Research articles published as books
- Guiding UG, PG, M.Phil. and Ph.D scholars.
- Minor/major research projects – apply/pursuing
- Students and staff presenting papers in seminars (National / International).
- Publishing papers in peer reviewed journals
- Research project for MSW students
- Research as campus culture

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library books worth Rs. 2,13,093 added (501 books)
- Journals worth Rs. 1,51,125 added (74)
- One more CCTV installed in the library.
- Smart class rooms
- Book bank facility in the library
- DST-FIST sponsored common instrumentation centre with instruments worth Rs. 61,63,287/- in addition to the instruments to the departments.
- LCD TV installed.
- CCTV in the main block and in the bus stand
- Latest books on coaching for entrance services remedial programmes, career oriented programme added.

6.3.6 Human Resource Management

- Human resource team is responsible for the selection, training, assessment and rewarding of employees
- Orientation and counselling to staff (both teaching and non teaching)
- Staff as resource persons / selection /interview committee members/seminars
- Soft Skill Development
- On & off campus interview
- Personality Development programmes
- Orientation/Refresher courses
- Consultancy services
- Renewal programme for outgoing students
- Student administration practice

6.3.7 Faculty and Staff recruitment

Well qualified and committed faculty and staff are recruited as per the norms of the Directorate of Collegiate Education and UGC

6.3.8 Industry Interaction / Collaboration

- Summer Internship programme
- Industrial visit
- Talks by industrialist / visit to reputed institutions and industries.
- Tie up with Tata Consultancy Services
- Capacity building programmes through various NGOs
- MOU with IOB
- Collaboration with Oasis college for training
- Collaboration with Daffodils
- Collaboration with LEXETA
- Collaboration with VIT

6.3.9 Admission of Students

- Admission of students are made as per the Government norms for minority institution

6.4 Welfare schemes for

Teaching	PF, Gratuity, Medical insurance,
Non teaching	Medical insurance, PF, Gratuity
Students	Merit cum means – scholarship, freeship, book bank, library loan book Student welfare schemes

6.5 Total corpus fund generated

Rs.11,63,880/-

6.6 Whether annual financial audit has been done

Yes

☒

No

☐

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	yes	IQAC
Administrative	-	Government	Yes	Provincial and her team

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes ☒ No ☐

For PG Programmes Yes ☒ No ☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Internal question setting and valuation for Part – IV papers
- Transparency in evaluation
- Only one CIA mandatory for sports students

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

-

6.11 Activities and support from the Alumni Association

- Four executive meetings
- Target fixed for Golden Jubilee Rs. 10,00,000
- Golden Jubilee picnic

6.12 Activities and support from the Parent – Teacher Association

- Medal for Rank holders
- Meetings at regular intervals
 - 2 common meetings with the parents / wards.
 - 5 separate meetings with the parents / wards.

6.13 Development programmes for support staff

- Personality Development Programme
- Digital Literacy Programme
- Renewal programme

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Zero plastic campus and clean class rooms
- Students are instructed to bring lunch in boxes
- Zero plastic canteen
- During get-together banana leaves, steel plates and paper cups are used.
- Optimum use of one side used papers
- Enough and more dust bins to collect garbage in the campus
- Planting trees by the retirees.
- Distributing saplings to expand the green cover in the neighbourhood.
- Digital circulars to avoid the use of paper
- Eco-spirituality fed along with the academic program.
- Water conservation (rain water harvesting tanks)
- Energy conservation (solar electricity)
- Incinerator
- Dust bins in every class room
- LCD monitors in labs
- Environmental audit
- Data collected for fuel consumption in college buses.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Golden Jubilee celebration events
 - a. Alumnae picnic
 - b. All India Radio Interview with HODs and co-ordinators of clubs & committees
 - c. Exhibition
 - d. Release of Special Post cover and My stamp
 - e. Souvenir
- Plastic free campus
- Departmental pongal celebrations
- Higher education scheme for HIV affected children
- Online assignment submission
- Role play on business situations
- Creating endowment prizes
- Intercollegiate cultural competitions
- Interdepartmental sports events
- Identification of blood group
- Publication of creative writings
- Ten day workshop by Tamil department
- Reformation in the remedial programme
- Internal question paper setting and evaluation
- DST-FIST Instrumentation centre
- Smart class rooms in all departments
- Online feedback from students
- Awareness on body/organ donation
- Developing transcendent leaders
- Signature campaign on anti plastic awareness
- Installation of digital board and CCTV.
- Unattended sale “Shopping San’s Shopkeeper’ for students to express their natural honesty. Education based on ‘core values’.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Six day workshop on English Skill for teachers.
- Two day workshop on web applications for facilitating teaching online.
- Workshop on group discussion and interview skills
- Result analysis was done with the HOD's, Principal and COE
- Workshop on Perspectives of Autonomy
- 10 day workshop – “Chemmozhi Thamilaivu Pailarangam” in Collaboration with the Central Institute of Classical Language.
- Release of the Golden Jubilee Souvenir Documentary (Tamil & English) compilation of floral diversity, golden jubilee song, hymn book etc.
- Golden Jubilee Special cover and ‘my stamp’ release by India post.
- Sports Day Celebration
- Inter collegiate Cultural programme
- Golden jubilee exhibition on a plethora of themes.

7.3 Give two Best Practices of the institution

- Multipronged feedback system
- Extra credits for high achievers

****Provide the details in annexure (annexure need to be numbered as i, ii, iii)***

7.4 Contribution to environmental awareness / protection

- Planting more saplings and preserving old trees.
- Oxidation pond for waste water management
- Conserving herbal plants
- Instilling eco consciousness through captivating and touching captions
- Litter free campus
- Zero plastic campus
- Minimising pollution through micro scale experiments in the laboratory.
- Saplings distributed to students
- Projects on eco awareness.
- Eco spirituality taught in class rooms
- Environmental studies to students
- Wild life week celebration
- Vermicomposting
- Rain water harvesting tanks

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

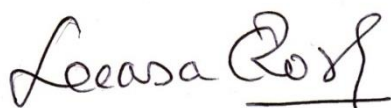
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

- Providing quality education to the rural students of the district.
- Community centred programmes in view of golden jubilee celebration.
- Collaboration with Regional and Central research centers
- All round formation of students
- Besides academic empowerment, students are empowered through self awareness to help them transcend barriers.

8. Plans of institution for next year

- ICT enabled teaching
- Wi-Fi Campus
- Commerce and Chemistry to become research departments
- To publish more research papers with high impact factor
- To organize more sponsored seminars and workshops
- To provide consultancy services through instrumentation centre
- English speaking as campus culture
- To prepare e-content by the department.
- To present papers in International seminars within the nation and abroad
- Compulsory NET-SET coaching
- Paper presentation by M.Phil students
- Every class to supply with the English daily
- Eligible faculty to get guideship
- Apply for more major and minor projects
- Addition of more Conchology specimen to the museum
- Construction of Golden Jubilee block and arch

Name : Dr. G. Leema Rose



Signature of the Coordinator, IQAC

Name : Dr. Sr. M.R. Basil Rose



Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

ANNEXURE – I

Academic Calendar of IQAC

The IQAC meets every II working day.

Month	Activity
June	<ul style="list-style-type: none">• Six day workshop on English Skill for teachers. (09-06-2014 – 14-06-2014)• Two day workshop on web applications for facilitating teaching online. (16-06-2014 – 17-06-2014)
July	<ul style="list-style-type: none">• Interaction with the management on quality sustenance and examination reforms.• Carried out SWOT Analysis and prepared the consolidated report.• The AQAR for 2013 – 14 was sent to NAAC
August	<ul style="list-style-type: none">• Conducted the multidisciplinary exhibition during August in view of the Golden Jubilee.• Meeting with the PTA and alumnae
September	<ul style="list-style-type: none">• Proposal sent to the India Post to release the Golden Jubilee Special Post Cover and 'My stamp'.
October	<ul style="list-style-type: none">• Received data on the activities of the department and clubs and committees for the odd semester
November	<ul style="list-style-type: none">• Consolidated the activities during November 2014• Workshop on group discussion and interview skills on 21-11-2014 was organized.
December	<ul style="list-style-type: none">• Released the IQAC Newsletter on 23-12-2014• Result analysis was done with the HOD's, Principal and COE
January	<ul style="list-style-type: none">• Released the Golden Jubilee Special Post Cover and My stamp on 12 – 01-2015• Proposal sent to UGC for CPE
February	<ul style="list-style-type: none">• Workshop on Perspectives on Autonomy (20-02-2015) was organized
March	<ul style="list-style-type: none">• Consolidated the feedback from alumni, parents and students from March 10th to March 31st and submitted the report to the management• Academic Audit was conducted from 1st March to 8th March 2015
April	<ul style="list-style-type: none">• Reminders to the staff during general body meeting on submission of data for the AQAR and review of the annual plan• Received data on the activities of the department and clubs and committees.• Verified the data on the activities• Submitted the annual plan for 2015-2016
May & June	<ul style="list-style-type: none">• Newsletter and the AQAR 2015-2016

ANNEXURE - II
Analysis of feedback from the stakeholders

Sl. No	Stake holder	Aspect	Excellent (%)	Good (%)	Average (%)	To be improved (%)
1	Alumni	Curriculum	20	70	-	10
		Library	20	80	-	-
		Research	5	50	10	35
		Discipline	60	30	10	-
		Laboratory	60	10	10	20
		Canteen	-	50	30	20
2	Parents	Curriculum	15	60	10	15
		Teaching and Learning Evaluation	30	50	10	10
		Infrastructure	50	40	10	-
		Transportation	40	40	10	10
		Discipline	20	45	20	15
		Celebrations	30	50	10	10
3	Employer	Curriculum	35	45	15	5
		Skill	15	70	5	10
4	Students	Curriculum	20	60	6	14
		Teachers and Teaching	40	50	10	-
		Library	10	50	30	10
		Discipline	30	60	10	-
		ICT enabled	20	50	10	20
		Laboratory	40	50	10	-

ANNEXURE – III

BEST PRACTICES

- Multipronged feedback system
- Extra credits for high achievers
- Plastic free campus
- Departmental pongal celebrations
- Discipline committees efforts
- Higher education scheme for HIV affected children
- Role play on business situations
- Creating endowment prizes
- Intercollegiate cultural competitions
- Interdepartmental sports events
- Identification of blood group
- Publication of creative writings
- Ten day workshop by Tamil department
- Reformation in the remedial programme
- Internal question paper setting and evaluation
- DST-FIST Instrumentation centre
- Smart class rooms in all departments
- Online feedback from students
- Awareness on body/organ donation
- Developing transcendent leaders
- Signature campaign on anti plastic awareness
- Installation of digital board and CCTV.
- Unattended sale “Shopping San’s Shopkeeper’ for students to express their natural honesty. Education based on ‘core values’.