Holy Cross College (Autonomous), Nagercoil.

Annual Quality Assurance Report

(AQAR)

2018 – 2019

Submitted to

National Assessment and Accreditation Council, Bangalore.

Accredited by NAAC with A+ Grade – CGPA 3.35

Accreditation Date   : 09-08-2019

Valid upto   : 08-08-2024

Yearly Status Report - 2018-2019

<table>
<tr><td colspan="2" align="center">Part A</td></tr>
<tr><td colspan="2">Data of the Institution</td></tr>
<tr><td>1. Name of the Institution</td><td>HOLY CROSS COLLEGE (AUTONOMOUS), NAGERCOIL.</td></tr>
<tr><td>Name of the head of the Institution</td><td>Dr. Sr. M.R. Basil Rose</td></tr>
<tr><td>Designation</td><td>Principal</td></tr>
<tr><td>Does the Institution function from own campus</td><td>Yes</td></tr>
<tr><td>Phone no/Alternate Phone no.</td><td>04652-261473</td></tr>
<tr><td>Mobile no.</td><td>9487416509</td></tr>
<tr><td>Registered Email</td><td>holycrossngc@yahoo.com</td></tr>
<tr><td>Alternate Email</td><td>principal@holycrossngl.edu.in</td></tr>
<tr><td>Address</td><td>Holy Cross College (Autonomous), Roch Nagar, Kurusady</td></tr>
<tr><td>City/Town</td><td>Nagercoil</td></tr>
<tr><td>State/UT</td><td>Tamil Nadu</td></tr>
<tr><td>Pincode</td><td>629004</td></tr>
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2. Institutional Status

Autonomous Status (Provide date of Conformant of Autonomous Status)	**20-May-2007**
Type of Institution	**Women**
Location	**Semi-urban**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Dr. H.Jimsy Asha**
Phone no/Alternate Phone no.	**04652298705**
Mobile no.	**9489739703**
Registered Email	**iqac@holycrossngl.edu.in**
Alternate Email	**crossiqac@holycrossngl.edu.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://holycrossngl.edu.in/pdf/aqar/AQAR2017-2018.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://holycrossngl.edu.in/pdf/handbook-calender.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
3	**A**	**3.34**	**2013**	**20-May-2013**	**08-Aug-2019**
4	**A+**	**3.35**	**2019**	**09-Aug-2019**	**08-Aug-2024**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**18-Jun-2001**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
Orientation for the Junior Faculty	12-Jun-2018 1	80
Hands on Training - Google Apps (Supportive Staff)	31-Aug-2018 1	57
Workshop on Learning Management Systems (Schoology, Edmody, Google Classroom)	31-Aug-2018 1	148
Department wise Academic and Administrative Audit	16-Aug-2018 15	2400
[View File](#)		

8. Provide the list of Special Status conferred by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Holy Cross College(Autonomous), Nagercoil	Autonomy Grant	UGC	2018 365	2000000
Dr. A. Shyla Suganthi (Faculty)	Extra Mural Research (Core Research grant)	SERB	2018 1095	2962200
[View File](#)				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
To promote Student Centric Learning, Orientation for students was given on MOOC Courses.	

To enrich ICT based Teaching Learning, Hands on Training GOOGLE APPS for Education was organized for the Faculty.

To sustain Quality in all aspects, an International Conference on Quality Enhancement: New Age Teaching and Classroom Management was conducted.

Academic and Administrative Audit was conducted as a Quality promotion.

Institution Innovation Council was formulated, online lectures broadcasted by MHRD were made available to the students and the students participated in the Smart India Hackathon 2019.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Orientation to the Junior Faculty	An Orientation Programme was organized for the Junior faculty
Orientation on new NAAC framework	An Orientation was given by Dr.G.Leema Rose, Head of the Department of Chemistry
Workshop on Learning Management Systems	Workshop on Learning Management Systems was organized and trained by Dr. Senthil Kumar, Lecturer in English, Training Institute of Bahrain
External and Internal Academic and Administrative Audit	Academic and Administrative Audit was conducted
Creating more Linkages and MoUs	More Linkages and MoUs were signed
Extending automation to all sectors through MIS	Extending automation to all sectors through MIS is on progress
Startup and Incubation Centers	Innovation cell was established to execute Startups and Incubation cell
Department of Mathematics to be upgraded as Research Centre	Department of Mathematics was upgraded into a Research Department
Promoting ICT enabled Teaching, Learning and Evaluation	To promote ICT enabled Teaching, Learning and Evaluation, a two day international conference was organised
Reaching out to 95 village Panchayat of the District	RUN in collaboration with Malar group identified their natural resources available, and also other data's of the 95 village panchayat
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
College Management Committee and Staff Council	12-Mar-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	01-Aug-2019
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	20-Feb-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	College Management Information System "SMART" is used to automate and simplify daily tasks and manage academics in the college. It handles the Admission Process, Attendance Management, Fee Collection and Accounts. Learning Management System is used to amalgamate curriculum planning, assignments, online quizzes, lesson planner, course material distribution etc. The library is automated using the Smart Library Automation software (Custom made) in which Visual Basic (VB) software is the front end and Structured Query Language (SQL) is the back end for storing database of the library. Book Entry, Student Book Issue, Student Book Receive, Staff Book Issue, Staff Book Receive, Remedial Entry, Thesis Entry, Journal Entry, Student Gate Entry, Book Missing Entry, Book Replacement Entry, Book Binding Issue Entry, OPEC, Book Search are the programs run in the library module. Besides that, library management system also allows the user to manage the publisher as well as the lost book module. Research activities are collected using Research Data Base. Examination section is automated with a separate server. Examination Management System aims to ensure the effective conduct of the examination and result

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
BA	HUF	Economics	22/01/2018
BSc	HUM	Mathematics	22/01/2018
BSc	HUP	Physics	22/01/2018
BSc	HUC	Chemistry	22/01/2018
BSc	HUB	Botany	22/01/2018
BSc	HUZ	Zoology	22/01/2018
BSc	HUSC	Computer Science	22/01/2018
BCom	HUA	Commerce	22/01/2018
BA	HUE	English	22/01/2018
BA	HUH	History	22/01/2018
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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BSc	Mathematics	18/06/2018	Differential Equations and vector calculus (MC1731)	18/06/2018
BSc	Physics	18/06/2018	Electricity and Magnetism (PC1731)	18/06/2018
BSc	Chemistry	18/06/2018	Organic Chemistry – I (CC1731)	18/06/2018
BSc	Botany	18/06/2018	Agricultural Botany (BC1734)	18/06/2018
BSc	Computer Science	04/12/2018	Microprocessor and Assembly Language Programming (SC1732)	04/12/2018

BCom	Commerce	18/06/2018	Advanced Accounting (AC1731)	18/06/2018
BA	Economics	18/06/2018	Micro Economics – I (FC1711)	18/06/2018
BA	English	18/06/2018	English for Competitive Examinations (ENM171)	18/06/2018
BA	History	18/06/2018	History of India up to 712 A.D (HC1711)	18/06/2018
MSW	Social Work	18/06/2018	Public Health Management (PW1734)	18/06/2018
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Physics- Electricity and Magnetism	18/06/2018
BSc	Chemistry- Organic Chemistry - I	18/06/2018
BSc	Botany-Herbal Botany	18/06/2018
MSc	Mathematics- Operations Research	04/12/2018
MSc	Zoology- Biotechnology and Nanobiology	18/06/2018
MA	English- South Asian Literature	04/12/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Domestic Appliance Service (Physics)	18/06/2018	43
Communicative English (Commerce))	18/11/2018	108
Mushroom Culture Technology (Botany)	04/07/2018	35

Travel and Tourism Management (History))	26/11/2018	40
Health Economics (Economics)	18/06/2018	20
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Mathematics	220
BSc	Physics	141
BSc	Chemistry	75
BSc	Botany	77
BSc	Zoology	99
BSc	Computer Science	91
BCom	Commerce	322
BA	Economics	72
BA	English	60
BA	History	64
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Curriculum Feedback is collected from Teachers, Parents, Students, Alumini and Employers. The Curriculum Steering Committee along with the IQAC of the Institution takes care of the feedback mechanism and utilizes the same for curriculum design and development of various programmes. Structured questionnaires have been developed and are used to receive feedback from all stakeholders. The feedback received are analysed in the respective departments, BOS, Academic Council and presented finally in the Governing Body. The suggestions given by the eminent experts during the Academic Audit are also considered before finalizing the curricula. The feedback mechanism followed in the institution leads to academic enrichment and skill development leading to global competency.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the	Programme	Number of seats	Number of	Students Enrolled

Programme	Specialization	available	Application received	
BCom	Commerce	64	232	64
BSc	Maths	48	310	48
BA	English	64	376	64
MCom	Commerce	30	35	30
MSc	Physics	25	73	25
MA	English	30	85	30

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	739	221	46	16	88

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
152	152	35	43	16	25000

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The Institution serves the rural community with a definite purpose of empowering young women who are the first generation learners / graduates hailing from the marginalized and under privileged sections of the society. The Course outlines and schedules are provided prior to the commencement of the academic session. The students are introduced to open educational resources, with access to Inflibnet and vast library resources. Continual personal assessment by mentor, student participation in class, end semester results and first internal test serve as clear pointers for student assessment as slow and advanced learners. A study on the incremental academic growth complements the assessment process and rectification. The Mentor –mentee system and counseling forum offer academic, personal and psycho-socio guidance. Mentors track the progress of their mentees and give them the needed motivations. For the students with special learning difficulties, the concepts are simplified and special modules, work sheets and question banks are prepared. To improve their learning, level peer teaching, one to one teaching, periodic interaction, bilingual explanations are given. Advanced learners are interested in self-learning and online courses like –MOOC, SWAYAM, NPTEL. Students are given opportunities to develop their creativity by participating in intercollegiate programmes, by organizing and participating in association/club activities and national / international seminars. Guided to do referential learning, provided with links and reference books, undertake coaching for slow learners, motivated to participate in academic and non-academic competitions, present papers and publish articles. With endless effort to make students refine their English Language proficiency, special classes are organized to build up their language LSRW skills. Language lab helps to improve their phonetics skill. Reading newspaper, quote for the day, fun games and activity based learning promotes the LSRW skills. Articulation of speech sounds, quizzical questioning by students on turn enlivens learning. Eliciting examples from social media, movies, and life situations makes interactive learning. The Wi-Fi campus enhances and modernizes the educational activities. Innovative modern pedagogical practices in teaching and learning involving ICT tools contribute to a quality learning environment using E-

resources, SMART classrooms, internet accessibility, online quiz and online assignments etc. The institution has incorporated the Learning Management System (LMS) and Modular Object Oriented Dynamic Learning Environment (MOODLE) as an e-learning tools for content delivery. The college creates a composite culture for students to excel in academics and performing arts. Learning is personalized in a way that addresses their distinct needs, interests and aspirations. All courses offered to students provide employability and skill based learning. A variety of interactive processes stimulates student's critical thinking, mathematical, technical and problem solving skills. Coaching is given for competitive examinations like NETSETBank examinations, etc. Evaluative patterns formulate Analytical and Critical thinking questions. Value Based Education and Ethics prepare students to apply the moral standards to life. Research Centres and student centered research activities promote the scientific and the analytic temper. Street plays, role plays and debates develop their skills. Creating hypothesis, designing experiment and predicting results are implemented through projects and working models to spark new knowledge.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2490	152	1:16

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
85	78	7	8	60

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Ms. T.R. Premalatha (International level)	Assistant Professor	Aaivulaga Sirpi
2018	Dr.M.Mabel Edel Queen (State level)	Assistant Professor	Perasiriyar Rathana
2019	Dr. S. Lizy Roselet (International Seminar)	Assistant Professor	Best Paper Presentation Award
2019	Dr. S. Jeni Sanajana	Assistant Professor	Dedicated service in the teaching and social awareness

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MSc	HPM	Apr.-19	11/05/2019	27/05/2019
MA	HPH	Nov.-18	26/11/2018	12/12/2018

BCom	HUA	Nov.-18	26/11/2018	12/12/2018
BSc	HUC	Nov.-18	26/11/2018	12/12/2018
BA	HUE	Nov.-18	26/11/2018	12/12/2018
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
1	4837	0.02

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://holycrossngl.edu.in/syllabus.php

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
HUP	BSc	Physics	43	43	100
HUS	BSc	Computer Science	45	45	100
HPE	MA	English	30	30	100
HPM	MSc	Mathematics	24	23	95.83
HPA	MCom	Commerce	29	28	96.55
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://holycrossngl.edu.in/iqac-menu.php

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

Yes
Name of the teacher getting seed money
1. J.Albino Wins 2. R. Sree Devi 3. S. Ancy Mole 4. M. Jasmine Vinoja 5. A. Delphin
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3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
National	Dr. Jeni Chandar Padua	Indian Science Academies Research Fellowship-SRFP 2019	23/03/2019	Indian Science Academies
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3.2 – Resource Mobilization for Research

3.2.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	SERO-UGC	83000	28000
Minor Projects	730	SERO-UGC	150000	15000
Minor Projects	730	SERO - UGC	65000	Nill
Students Research Projects (Other than compulsory by the University)	90	TNSCST, Govt. of Tamil Nadu	7500	7500
Students Research Projects (Other than compulsory by the University)	90	TNSCST, Govt. of Tamil Nadu	7500	7500
Major Projects	1095	SERB-DST	2962200	1346000
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

6

3.3 – Innovation Ecosystem

3.3.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Network Modelling by Graphs and Syntactic Approach in Pattern Recognition	Mathematics	23/01/2019
National Seminar on	Chemistry	29/08/2018

Recent Advances in Chemistry		
Basic to Innovative Approaches in Bioscience	Botany	22/01/2019
National Conference on Life Sciences and Societal Development	Zoology	01/03/2019
Historical Review on the Rich Heritage of Kanyakumari District	History	19/09/2018
Workshop on Android Application Development	Computer Science	27/06/2018
Découvrons La Culture Française	French	04/08/2018
Promoting the importance of Human Relationship	Social Work	29/03/2019
International conference on Research and Innovation in Higher Education	Research Committee	23/03/2019
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3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Young Researcher Award	Vijayakumari	Cape Research Forum, Nagercoil	04/12/2018	Student
Young Researcher Award	S. Preethi	Cape Research Forum, Nagercoil	04/12/2018	Student
Best Paper Presentation Award	Dr. S. LizyRoselet	Noorul Islam College of Higher Education, Kumarakovil, Thuckalay	22/02/2019	Teacher
Best Researcher Award	Dr. Sr. M. R. Basil Rose	Holy Cross College(Autonomous), Nagercoil	12/04/2019	Teacher
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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nill	Nill	Nill	Vermicomposting	Production of Vermicompost and sale	26/06/2018
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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Physics	2
Botany	1
Zoology	4
History	4
Economics	1
English	3
Commerce	2
Tamil	1

3.4.2 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Commerce(SF-1)	6	3.77
International	Tamil(SF)	5	3.09
International	Economics	6	5.95
International	English	31	5.71
International	Mathematics(A)	5	4.12
International	Physics	7	5.8
International	English(SF)	5	5.7
International	Zoology	16	4.13
International	History	5	0.44
International	Commerce(A)	6	5.48
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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Mathematics (Aided)	3
Mathematics (S.F)	2
Physics	40
Chemistry	32
Botany	20
Zoology	65
History	8
Commerce (S.F I)	3
Economics	7
Tamil (Aided)	3
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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
An influence of transition Ni2 metal ions on the optical, dielectric and magnetic properties of L-alanine cadmium chloride	S. Mary Delphine	Optical and Quantum Electronics volume	2018	2	Holy Cross College (Autonomous), Nagercoil	2
Surfactant-free solvothermal synthesis of Hydroxy apatite nested bundles for the effective photodegradation of cationic dyes	S. Sonia	Journal of Physics and Chemistry of Solids	2018	9	Holy Cross College (Autonomous), Nagercoil	9
Antimicrobial activity of the hemolymph and whole body extract of a fresh water clam, Villorita cyprinoides (Gray, 1825)	Sr. M.R. Basil Rose	International Journal of Zoology and Applied Bio-Sciences	2018	2	Holy Cross College (Autonomous), Nagercoil	2

Identification and Characterization of a naturally occurring agglutinin of the May Beetle, Phyllophaga Sp	Sr. M.R. Basil Rose	International Journal of Zoology and Applied Bio-Sciences	2018	1	Holy Cross College (Autonomous), Nagercoil	1
Identification and Characterization of a naturally occurring agglutinin of the May Beetle, Phyllophaga Sp	P.T. Arokya Glory	International Journal of Zoology and Applied Bio-Sciences	2018	1	Holy Cross College (Autonomous), Nagercoil	1

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3.4.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Albumen Assisted Green Synthesis of NiFe2O4 Nanoparticles and their Physico-Chemical Properties	P. AjiUdhaya	Materials today Proceedings	2019	3	4	Holy Cross College (Autonomous), Nagercoil
Antibacterial Activity of nickel and magnesium substituted ferrite nanoparticles synthesized via selfcombustion method	P. AjiUdhaya	Materials today Proceedings	2019	3	5	Holy Cross College (Autonomous), Nagercoil

Annona muricata Inspired Synthesis of CeO2 nanoparticles and their Anti microbial Activity	A. Lesly Fathima	Materials today Proc eedings	2019	3	4	Holy Cross College (A utonomous), Nagercoil

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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	146	117	23	3
Presented papers	25	49	Nill	Nill
Resource persons	Nill	1	Nill	62

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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
Dr.C.Jespin Ida (Botany)	M.Phil., project review committee	Scott Christian College (Autonomous), Nagercoil	1400
Dr. Anami Augustus Arul (Botany))	Training for School Education Teachers	DIET, Theroor	1300
Dr.M.K.Angel Jebitha (Mathematics))	Doctoral Committee Meeting	Manonmanium Sundaranar University, Tirunelveli	600
Dr.C.Jespin Ida (Botany)	Subject Expert	Annai Vellankanni College, Tholayavattam	1000
Dr. Subha Ganapathy (English))	Resource Person	Yeschol Bible College	500

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3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
ICT Academy	Skill development	TNSDC and ICT Academy	49000	87

	Programme			
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3.6 – Extension Activities

3.6.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Training Programme on Child Protection Acts	CHILDLINE – Kanyakumari	1	120
Preparation of Vermicompost Bed	Entrepreneurship Development Cell	3	89
Beat away plastic – cleanliness campaign	YRC	3	2014
Awareness on organic food	Consumer Club	4	83
Plastic Awareness Rally	NSS	2	46
Door to door campaign on sanitation	NSS	2	40
Cleaning the Primary Health center	NSS	2	40
Skill development for women	Women's cell	4	116
Palmyra seed planting	Eco club	3	2011
Orientation on survey of resources	RUN	32	684
View File			

3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Blood donation	Certificate of Appreciation	Tamil Nadu State AIDS control Society and TN state Blood Transfusion Council.	250
YRC Coordinator	Best YRC Programme Officer	Youth Red Cross Society, Kanyakumari District. Holy Cross College Nagercoil	150

For Community Services	Outstanding Performance Award	Kodimunai Parish	650
Special Outreach Programme	Appreciation of Active Participation	Ministry of Information and Broadcasting, Tirunelveli	219
Voluntary Contribution towards visually challenged	IAB Blind Empowerment Champions 2019	Indian Association for the Blind	2519

View File

3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Training Programme on "Child Sexual Abuse and Child Marriage"	CHILDLINE-Kanniyakumari	Government Organization	1	440
Orientation on survey of resources	RUN	Environmental Issues	32	650
Skill development for women	Women's cell	Government Organization	4	116
Campus cleaning	NSS	Swachh Bharat	2	40
Palmyra seed planting	Ecoclub	Environmental Issue	3	2011
Orientation on survey of resources	RUN	Environmental Issues	32	30
Rally on 'Plastic Awareness'	AICUF	Environmental Issue	4	500
Awareness on organic food	Consumer Club	Environmental Issue	4	83
Beat away plastic – cleanliness campaign	YRC	Environmental Issue	4	2014
Celebrating"Vanamahotsava" - Planting tree saplings in the college campus	Eco Club	Environmental Issues	3	30

View File

3.7 – Collaborations

3.7.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Academic – Interview Panel	Dr. M. Anitha Malbi, Assistant Professor of Chemistry, Holy Cross College, Nagercoil	Nill	1
Faculty Exchange Between Dept. of Botany, HCC CMST, Rajakkamangalam	Dr.Leema Rose and Dr. A.R. Florence, Holy Cross College	Nill	2
Research	Research Scholars, Department of Zoology, Holy Cross College BIOGENIX, Center for Molecular Biology and Applied Science, Trivandrum	Nill	1
Research (Collaborative Publication in Proceedings)	Ms. Vency Candida, Holy Cross College and J. BenritVimal, Scott Christian College, Nagercoill	Nill	1
Research (Collaborative Publication in Proceedings)	Dr. A. Shyla Suganthi, Teeni Janet Raj, TyniJoice Raj, Holy Cross College and Dr. G. Anilkumar, School of Biosciences, VIT, Vellore	SERB-DST	Nill
View File			

3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Academic/Research	Summer Training Programme	Centre for Marine Science and Technology, Rajakkamangalam, Kanyakumari	15/05/2018	29/05/2018	10

Academic	Quick Maths for Competitive Examinations	Adithya Maths Academy, Nagercoil 629 001	28/05/2018	02/06/2018	17
Academic	Candidate as teacher	St.Joseph Matriculation School, Redhills Chennai-52	04/06/2018	14/06/2018	1
Academic	Summer training Programme	Aavin Dairy Plant, Palpannai, Nagercoil – 629 001	16/05/2018	30/05/2018	14
Academic	Candidate as teacher	St.Annai Theresa Welfare Organisation. Tirunelveli-17	04/06/2018	14/06/2018	1
			View File		

 3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nanjil Milk Plant, Mulagumoodu	12/07/2018	Industrial visit and Internship	47
Centre for Marine Science and Technology, Manonmaniam Sundaranar University, Rajakamankalam	20/08/2018	Guest Lecturer, Invited talks and Laboratory visits	16
Foundation for Innovative Research in Science and Technology (FIRST), VallankumaranVilai, N.G.O Colony, Nagercoil.	28/03/2019	Research support and organising Conferences	Nill
LEXETA Academy, Nagercoil	18/07/2018	Business Communication Training	52
BITS Information Technology , Nagercoil	18/06/2018	Tally ERP 9	55
	View File		

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
27400000	24146689

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing

View File

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Smart Library (automation)	Fully	3	1999

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	50267	5002063	1001	118677	51268	5120740
Reference Books	1987	668313	18	15954	2005	684267
e-Books	95000	15500	1000	3900	96000	19400
Journals	7064	994375	42	92506	7106	1086881
e-Journals	6700	12050	200	2000	6900	14050
Digital Database	3	25999	1	11999	4	37998
CD & Video	245	940	9	3031	254	3971
Weeding (hard & soft)	1525	8157	8	60	1533	8217

View File

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. H.Jimsy Asha	Social History of England	Google Classroom	21/08/2018
Sr. Antin Mary	Vector Calculus and Differential Equations	Google Classroom	09/12/2018
Ms. M. Abila Jeba Queen	Electro Magnetic Theory	Edmodo	03/09/2018
Dr.S. Sonia	Advanced Physics	Edmodo	23/10/2018
Ms. P. Aji Udhaya	Microprocessor and Microcontroller	Edmodo	10/09/2018
Ms.P. Aji Udhaya	Allied Physics II	Google Classroom	09/02/2019
Dr. S. Sujitha	Projectiles	Google Classroom	19/09/2018
[View File](#)			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	301	143	301	34	10	22	79	60	33
Added	16	7	16	2	1	2	4	10	0
Total	317	150	317	36	11	24	83	70	33

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

70 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Media Centre, Recording facilities (Handi camera for video Capturing, Professional studio condenser Mike, USB sound card with I 5 CPU and speaker.)	http://holycrossngl.edu.in/hcc-naac-2019/MediaCentre.mp4

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
6861000	6731433	31363000	27854058

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory,

library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

The comprehensive infrastructure of the college constitutes elementary features like buildings, classrooms, playgrounds, ICT-enabled classrooms, transport, canteen, gardens, computer laboratories, language laboratory, library and laboratory facilities. Policy details of systems • Allocation of space to build up infrastructure facilities is to be approved by the College Managing Committee • Based on the infrastructural plan, the Finance Committee recommends the physical, academic and support facilities to the Governing Body for approval • Condition based maintenance and breakdown maintenance should be approved by the College Management Board • Budget for maintenance must be approved by the Finance Committee • Urgent requirements for unscheduled infrastructural work may be approved by College Managing Committee • All projects related to academic facilities must be approved by the Principal • Principal in consultation with the College Management Board permits the Government /University to make use of the class rooms for the conduct of examinations • As a policy, the HoDs, faculty, non teaching staff and other service personnel are given responsibility to maintain the facilities under their supervision and report to the principal /vice principal / Superintendent for maintenance • For maintenance of computer network and software, the institution has AMC with service provider • Maintenance of solar panels, power distribution systems, AC, CCTV, LCD projector, PA systems, laptops, printers, water filters, Wi-Fi is done by the service providers • Access to the library by faculty, students, visitors and guests is based on the library rules, intimated through the handbook/ website • Fire fighting equipments are provided for preventing and tackling hazards Mechanism of maintenance • All the buildings of the college are maintained at the end of every academic year • Electrical and plumbing maintenance works are done with the support of skilled persons and the expenditure is met by the college based on the budget • Department laboratories, research centres, DST-laboratories, computer lab and language lab are put on call basis maintenance according to the requirements • To ensure fitness to wholeness, indoor games are provided to the students. • A fleet of nine buses are maintained by the transport section of the college • CFL bulbs have been replaced with LED lamps. The solar power with 5 KVA is maintained by the Department of Physics. • The college has two generators with 62-KVA, 20KVA is maintained by the college technician / Wi-Fi is undertaken by the respective suppliers • Fire fighting equipments are maintained • The battery backup and invertors and servers for computer network are regularly checked • Library software and college office software are maintained by Soft Solutions, Chennai • The maintenance of Cafeteria and banality facilities is done by the college management • Wet lab and sericulture garden are maintained by the Department of Zoology Sericulture and medicinal plant garden are maintained by the Department of Botany Oxidation pond is maintained by the management • Four bore wells are used for constant water supply. • The overhead tanks are cleaned on a regular basis.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Fee concession, Endowment prizes/ Scholarship, Sports students free hostel, Student	375	924181

	Welfare Fund, Christmas Dress		
Financial Support from Other Sources			
a) National	University Merit Scholarship EVR Nagammaiyar Scholarship, Tamil Medium Stipend, BC - Scholarship, MBC - Scholarship, Adi-Dravida Scholarship, SC - Scholarship, Minority Scholarship	1193	3244638
b)International	-	Nill	Nill

View File

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Personal Counselling	18/06/2018	197	Counselling Cell of Holy Cross College (Autonomous), Nagercoil. Counselling Ministry of Kottar Diocese, Nagercoil.
Yoga and Meditation	18/06/2018	366	Physical Directress, Ms. Kavitha, Ms.Rushia, Holy Cross College, Nagercoil.
Bridge courses	18/06/2018	786	Faculty of all the Departments, Holy Cross College, Nagercoil.
Language lab	09/08/2018	550	Faculty of all the Departments, Holy Cross College, Nagercoil.
Remedial coaching	03/07/2018	812	Faculty of all the Departments, Holy Cross College, Nagercoil.
Soft skill development	10/07/2018	1829	Holy Cross Academy (Certificate Courses), All faculty – Holy

| | | | | Cross College (Spoken English, Foundation Course and interview techniques), Centre for Light (Personality Development Programme) |

View File

 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Employment Information, Career Guidance and Placement Cell	922	1260	8	101

View File

 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	20

5.2 – Student Progression

 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
AKT Institutions, Michaels Academy of Communicative English, VSR International School	230	101	Various Institutions	186	96

View File

 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to

2018	3	B.Sc	Botany	Annavinayagar college of Education, Ganapathipuram.	B. Ed
2018	32	B.Sc	Mathematics	Holy Cross College (Autonomous), Nagercoil	M.Sc
2018	8	B.Sc	Computer Science	St. Xavier's Catholic Engineering College, Chunkankadai	MCA
2018	2	BA	English	Mother Gnanamma Catholic College of Education, Madathattuvilai	B.Ed
2018	8	MA	History	Anna Vinayagar College of Education, Ganapathipuram.	B.Ed
2018	1	B.Sc	Physics	University of Southampton, England	M.Sc
2018	3	M.Sc	Chemistry	Ponjesly college of education, Nagercoil.	B.Ed
2018	2	B.Sc	Botany	Womens Christian College, Nagercoil.	M.Sc
2018	6	MA	Economics	Scott Christian College, Nagercoil	M.Phil
2018	2	B.Com	Commerce	Vivekananda College, Agasteeswaram,	M.Com
[View File](#)					

 5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	17
SET	1
GATE	2
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Intra-mural sports competition from 3rd to 23rd January for our college students in the following games and athletic events:	Institution	261
Van Mahotsav	Institution	350
Fine Arts Week	Institution	2200
Mother Foundress Day competitions	Institution	2100
Sports Day	Institution	1348
Crosslinks	Inter collegiate	1126
Muthamizh Vizha Competitions	Institution	1650
Pongal Celebration	Institution	2150
Christmas Day Celebration	Institution	2180
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Best Woman Award	International	1	Nill	170014	S Bhargavi
2018	Albertian International Open FIDE Rated Chess Tournament Kanchipuram	International	1	Nill	170014	S Bhargavi
2018	KCAS International FIDE Rated Open Chess	International	1	Nill	170014	S Bhargavi

	Tournament Kanchipuram					
2018	National Level Archery Championship Himachal Pradesh	National	1	Nill	180306	F T Fratha
2018	All India Inter University Athletic High Jump Championship	National	1	Nill	180310	Gracena G Merly
2018	All India Inter University Weightlifting Championship	National	1	Nill	160013	T Dharshini
2018	National level Weightlifting Championship	National	1	Nill	160013	T Dharshini
2018	National level Weightlifting Championship	National	1	Nill	180519	R Arockiya Alish
2019	Khelo India Weightlifting Championship	National	1	Nill	180519	R Arockiya Alish
2019	KCAS FIDE Rated Chess Tournament	International	1	Nill	170014	S Bhargavi
[View File](#)						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student representation and participation has been an integral part of academics and administrative activities. It provides necessary assistance to students, to acquire meaningful experiences for learning at the Campus and facilitate holistic development and progression. The college has an effective Student Council which is elected every year democratically. In the academic year 2018-19. Ms. Pavarna of Commerce (aided) Ms. Pricilla of English Ms. Jeni Seyoni of Mathematics Ms. Savitha of Botany were elected as President, Vice-

President, Secretary and Joint Secretary respectively. It is guided in its functioning by the Deans of Students and the Principal of the college. The student council members serve as a bridge between the management and the students. The presidents of various committees such as Academic Council, Student Council, Internal Quality Assurance Cell, Quality Circle, Internal Compliance Committee, Discipline Committee, Anti- Ragging Committee /Anti Eve Teasing Committee, Class Representatives, Institution Innovation Cell, Student Research Forum, Women's Cell, NSS, Consumer club, Rotaract, Legal Literacy Committee work together with the elected student council members in building up the high esteem of the college. United they help their fellow students in building high self-esteem and leadership quality. They play a vital role in many activities like organizing seminars, workshops, symposium, and intercollegiate sports, cultural and quiz meet. The students are given opportunity to be the members of IQAC, Admission Committee and the Quality Circle. The student council members monitor the effectiveness of the Student's Administrative Day. It provides a splendid break for the students to substitute the role of faculty and take active participation in teaching and administration. To equip themselves to be global citizens compatible with research, the students have effectively taken part in research forum. To ensure the safety and wellness of the students, the discipline committee and the student council leaders take care of the issues related to bullying, ragging and other disciplinary issues. These committees have student members in order to have an empathetic and unprejudiced team work. Students active participation in community outreach programmes (RUN) strengthen the intellectual growth supplemented by social consciousness. This in turn boosts up their understanding of their social responsibility and makes them future leaders and responsible citizens. Service oriented committees like NSS, YRC and RRC conduct medical and blood donation camps. Through these activities, the students transform the vision of the college into reality. To provide a wide knowledge on the external world the students are given opportunities to be the members of various clubs and committees like Rotaract, Eco Club and Legal Literacy Club. Their active participation in these clubs and committees enhance their personality development. Each department has its students as the President and Secretary of their department associations and their efforts are focused towards progression. All these hands-on experience done by the students during their college days will help them to build a successful career, make them optimistic, enthusiastic and become useful productive citizens in society.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Holy Cross College aims at the training of women to be leaders in all walks of life and to serve their fellowmen in justice, truth and love. Over the years, the College has produced alumni to achieve their goals with character, personality, intellect and great value for the positioning of the Alma Mater as a prestigious educational institution. Alumnae are the intangible assets of an institution. They are the epitome for the current students to offer practical support in facing the current challenges of competitive professional world as they start their careers. Alumni Association was established to foster, renew and promote activities which enrich both the lives of its members and the students. It provides an excellent platform for networking of the entire distinguished alumnune. Further, it fosters an atmosphere of intellectual vigor and moral rectitude in which the women of our country may find their fulfillment and achieve greatness as eminent women of service. Annual Alumni Meet attracts the attendance of a large number of alumni, distinguished faculty and guests from all parts of the country as well as abroad. The Alumnae Association organizes an annual get together at the College on every second

Saturday of August and the alumni who have been successful in various walks of life are feted. The executive committee members are elected annually and are responsible for the functioning of the association. A glittering galaxy of alumnae comes together enthusiastically, cherishing memories to intensify a strong bond with its Alma Mater. The alumni make a considerable impact on the betterment and excellence of the college. Holy Cross College Alumnae Association collaborates towards this great venture effectively preparing the students to become socially conscious women. Efforts have been made to bring the alumni of various departments under one banner. The activities of the Alumnae Association have been quite noteworthy in the context of academic excellence of the institution. Alumnae have active participation in syllabus framing as BoS members. The alumnae are invited to deliver guest lectures, endowment lectures and also they serve as the resource persons in workshops and seminars. They share their professional experience and motivate the students. The alumnae actively participate as judges in competitions organized at the institution. To interact and communicate with the alumnae in a more convenient and consistent manner an open online forum was created, which includes what our alumnae do with their lives and define the stature of an institution. As many of our alumnae are well placed in software industries and well-reputed educational institutions, they have their active participation in administrative and academic bodies of our college.

5.4.2 – No. of registered Alumni:

650

5.4.3 – Alumni contribution during the year (in Rupees) :

175984

5.4.4 – Meetings/activities organized by Alumni Association :

8

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Institution has a mechanism of functioning. The decentralized governance model is found in every sphere, as each department functions as a separate sub-unit in deciding and implementing student centric programmes and activities. The Management gives sufficient freedom to the Principal, who is the academic head of the institution to function, in order to fulfill the vision and mission of the institution. Academic responsibilities are fairly divided among all the staff members. Committees are appointed for the various academic and co-curricular activities to be conducted in the course of the academic year. The list of committees is displayed at the beginning of the year on the staff notice-board. This ensures transparency in policy execution. The responsibilities are communicated to the faculty members through regular staff meetings. Various co-curricular and extra-curricular activities are conducted through student committees having a lecturer-in-charge. The Principal of the College holds regular meetings with the teaching and non-teaching staff. In these meetings, various issues are taken up for discussion before arriving at a final decision. The upper most centres is the College Management Committee where the committee members plan for the future and make major decision. Provincial Superior is the Chairperson of the Governing Body and there are staff representative, educationist, UGC nominee, state Government nominee are the members of Governing body. It plays a major role in academic aspects in which the changes are approved. The Principal is the chairperson of the IQAC.

The Principal in consultation with the Teachers' Council nominates different committees for planning and implementation of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the Governing Body, the IQAC and the Staff council. Faculty members are given representation in various committees/cells nominated by the Teachers council, in the Governing body, in the IQAC and other committees. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. It enables interaction between faculty, scholars and students to enhance research opportunities, and academic excellence. In academic institutions, a center of excellence often refers to a team with a clear focus on a particular area of research, such a center may bring together faculty members from different disciplines and provide shared facilities and continuously demonstrates excellent performance in the areas of instruction, research and publication, extension and linkages and institutional qualifications. Participative management style is positively associated with high level of job satisfaction like vermicomposting, banner making and paper bag making. This has been reported as a practicable, economical and swift technique for proficient management of the solid wastes. In this process, earthworms convert compostable fraction of the solid wastes into stabilized, finely divided peat-like material called vermicompost that can be used as manure in agricultural fields to improve soil health. Different waste residues like animal excreta, agricultural residues, domestic waste, sewage sludge and industrial wastes have been used as earthworm feedstock in various research trials.

6.1.2 – Does the institution have a Management Information System (MIS)?
Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Admission of students was done strictly according to government norms in the UG, PG and M. Phil programmes. After 10 working days from the publication of results, the candidates were selected by the HoD and class in charge as per govt. norms and merits. The transparency procedure was carried out by display of selected list on the college notice board. The date of interview was intimated to the selected students through SMS. On the stipulated date, admission process was followed. Counseling was given to students who didn't get the expected course. This helped them to choose courses of their second choice. An orientation programme was arranged for the freshers and their parents on the day of reopening.
Industry Interaction / Collaboration	RUN (Reaching the Unreached Neighbourhood) programme was inaugurated with a training on "how to make a survey on the National resources of Kanyakumari District". In

	collaboration with volunteers from organizations such as NAAM KUMARI MAKKAL, MALAR and NGO the students carried out survey in all the 65 Panchayats of the District. In collaboration with the organization Meendezhu Kumari, more than 100 Palmyra seeds were planted, to revive the endangered species. The ECO Club organized an Art exhibition or "World with No Waste' in collaboration with Mr. Tamilarasan of 'Eeera Nilam'. Counseling Ministry with whom our institution has an MoU, celebrated annual day, Fr. Francis Xavier Nelson gave a periodical guidance and training to our faculty to guide our youth. Our institution in collaboration with Counseling Ministry, Diocese of Kottar commemorated the Anti-Drug Abuse Day on June 26th 2018. Moreover 18 of our staff have been trained as counsellors. As an outcome of an MoU with Centre for Marine Biotechnology Rajakkamangalam, the PG students of the Department of Botany went to the Research Centre to equip themselves with the latest technology. Moreover the staff exchange programmes mutually benefited the college and the research centre.
Human Resource Management	During the academic year 2018 – 2019, 19 of our faculty have served as members of Board of Studies in various Universities, 18 as subject experts, 9 as resource persons and 23 as members of Doctoral Committee in the institutions. MHRD's Institution Innovation Cell was inaugurated on 21st November 2018. The members for the Student Council have been elected in a democratic manner. One of the differently abled student is nominated as Assistant Secretary. Similarly the secretaries were elected for different clubs, associations and committees. The Fine Arts week celebration , both off stage and onstage were managed in an efficient manner by the Fine Arts student representatives. As a preparation for the NAAC peer team visit, different committees were set up and the activities were coordinated. A new IQAC team has been formed and besides their regular activities, the academic audit was carried out with external experts.
Library, ICT and Physical	Patio Library constructed provides 24

Infrastructure / Instrumentation	hours service to readers. Little free Library has been installed. 976 books and 44 Journals have been added this year. Orientation was given to freshers on library facilities. The Golden Jubilee block was completed and blessed. ICT cell has arranged different programmes like orientation for skill development, faculty development programme on project management concepts, placement drive, assessment for retail, sales and management for batch I students, youth leadership summit for ICT Academy. Orientation was given for our faculty on modern teaching, pedagogy, Edmodo, Google Classroom, Schoology, Kahoot, Quizizz and emotional intelligence. To cater to research needs the departments of Zoology, Physics, Botany and Chemistry have equipped the departments by purchasing instruments worth 12, 52, 374/-. SLOs have been prepared for many courses.
Research and Development	The college strives to ignite and augment a strong, socially responsible and integrated research culture in the campus. A well defined research policy has resulted in 9 departments being recognized as research centres. The research committee regularly brings out the peer-reviewed bi-annual research journal 'Crossian Resonance'. The research committee oversees the activities like projects, seminars, workshops, conferences and paper publication. All the departments have MoUs and linkages with National/International organizations. Seed money is available for research. Financial support is given to present paper in National and International conferences. PG and UG students take research oriented projects.
Examination and Evaluation	The Continuous Internal Assessment marks were sent to the parents through SMS. There is OTP facility for mark entry of internal exams. Online Hall Tickets were issued for the summative examination with allotment of hall number and seat number. Our teaching faculty had been as examiners for valuation of answer scripts in University and other autonomous colleges. They were also question paper setters for different colleges and universities. Supplementary examination

	helps the students to clear all their arrears papers prior to it and hence avoid gap or delay in pursuing higher studies for out gone students and the same was permitted only for two papers. Online assignments were implemented by all the departments. Scrutiny of question paper was done. Online quiz has been conducted through Edmodo, Google Classroom Schoology, Kahoot and Quizizz Platform.
Teaching and Learning	The institution serves the rural community with a definite purpose of empowering young women who are the first generation learners / graduates hailing from the marginalized and under privileged sections of the society. The Course outlines and schedules are provided prior to the commencement of the academic session. The students are introduced to open educational resources, with access to Inflibnet and vast library resources. Continual personal assessment by mentor, student participation in class, end semester results and first internal test serve as clear pointers for student assessment as slow and advanced learners. A study on the incremental academic growth complements the assessment process and rectification. The Mentor –Mentee system and Counselling forum offer academic, personal and psycho-socio guidance. Mentors track the progress of their mentees and give them the needed motivation. For the students with special learning difficulties, the concepts are simplified and special modules, work sheets and question banks are prepared. To improve their learning level peer teaching, one to one teaching, periodic interaction, bilingual explanations are given. Advanced learners are interested in self-learning and online courses like –MOOC, SWAYAM and NPTEL. Language lab helps to improve their phonetics skill. Reading newspaper, quote for the day, fun games and activity based learning promotes LSRW skills. A Wi-Fi campus enhances and modernizes the educational activities. Innovative modern pedagogical practices in teaching and learning involving ICT tools contribute to a quality learning environment using E-resources, SMART classrooms, internet accessibility, online quiz and online

	assignments. The institution has incorporated the Learning Management System (LMS), Modular Object Oriented Dynamic Learning Environment (MOODLE) as an e-learning tool for content delivery. . Coaching is given for competitive examinations like NET/SET and Bank examinations. Evaluative patterns formulate analytical and critical thinking questions. Value Based Education and Ethics prepare students to apply the moral standards to life. Research Centres and student centered research activities promote the scientific and analytic temper. Street plays, role plays and debates develop their skills. Creating hypothesis, designing experiment and predicting results are implemented through projects and working models to spark of new knowledge.
Curriculum Development	The curriculum is designed in accordance with the vision and mission of the institution. The academic autonomy obtained in 2007 results in academic flexibility and freedom in curriculum development. Choice Based Credit System was implemented then onwards for all programmes. The curriculum has been restructured every three year. Eminent academicians, Industrialists, Alumni and student representatives participate in Board of Studies. Feedback from teachers, students, parents and employer helps in the reconstruction of the curriculum in an effective manner. The courses are designed to meet the local, national and global challenges and also to ensure the employability.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Student Admission and Support	Online Registration for I UG and I PG Courses begins from the day of the publications of Higher Secondary Examination and UG results respectively. The members of the Admission Committee meet and plan about the admission process. Admission to the courses offered by the college advertised through print media and college website. Minority Scholarship entry and process is done online. Smart boards and SLOs are used in technology enabled Teaching Learning Process. Online Quiz and Assignments were done

	through the platforms such as MOODLE, Google Classroom, Edmodo, Schoology, Quizizz and Kahoot. Ability Enhancement Compulsory Course on Computer Literacy is given to all I UG students. Wi-Fi facility is offered to students free of cost.
Examination	Internal assessment marks of students were entered online by the faculty in charge and were intimated to the parents through SMS after the conduct of CIA. The end semester examination timetable was uploaded on the college website. Mr. Kingslin, our computer programmer has updated the software related to examination. Three more security features have been added in the consolidated mark statement. The internet facility has been enhanced. The question papers are received online by the Controller of Examinations. Online Hall Tickets are issued for the summative examination with the allotment of hall number and seat number. Outcome based software was used to assess the outcome attained for different subjects.
Planning and Development	For planning and development concerning the institution, Mr. Hyder Ali, Support Software solution has incorporated new software technology in the office and library. An Unit Username and password has been given to each teaching faculty and support staff. In the meeting for the members of the Planning and Evaluation Committee a valid point on Online application and registration came up and suitable steps were taken. The process came into reality in May 2019 during the time of admission. The Golden Jubilee Block that was planned, saw its development and completion in 2019, It comprises of a spacious auditorium and 12 classrooms.
Administration	There are 317 computers connected with broadband system. To enhance the online utilization of e-resources, we have installed Wi-Fi facility in the campus. The safety and security is assured by fixing layer 2 switches, new server and firewall. Management Information system (MIS) was introduced. Our institution was enrolled as a life member of ICT academy. A month long workshop was conducted in our college in which

	students participated. Leased line was added to increase the speed of internet. Webmail has been integrated with Google G suit. Our college website has been modified and the entire content has been updated and the design has also been altered. A new option-research data base was initiated.
Finance and Accounts	The Ministry of Finance has opened a portal. All transactions related to funds received from Government organizations, such as UGC, SERB, DST are done through Public Financial Management System (PFMS).

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	1. Dr. I. Jalaja Kumari, 2. A. Jancy Vini 3. Dr. R. Krishna Priya	International Seminars (outside the district)	Nill	2250
2018	1. Dr.S.Regi 2. Dr. S. Thenmozhi	National Seminars(outside the state)	Nill	1500
2018	1.Dr. M. D. Arun Mozhi Nangai 2. A. Judes Jalaja 3. Dr. C. Jenila 4. S. Kavitha 5. Dr. A. Lesly Fathima 6. P. Aji Udhaya	International Seminar (outside the state)	Nill	6000
2018	1.Dr. Sheeba Daniel 2. Dr. R. Abilasha, 3. Dr. A. Lesly Fathima, 4. P. Aji Udhaya, 5. Dr. S. Sonia	Paper Publication in Scopus indexed journal	Nill	5000
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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for	Title of the administrative training programme organised for	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)

	teaching staff	non-teaching staff				
2018	Orientation for the Junior Faculty	nil	12/06/2018	12/06/2018	80	Nill
2018	Workshop on Learning Management Systems (Schoology, Edmodo, Google Classroom)	nil	31/08/2018	31/08/2018	148	Nill
2018	Hands on Training - Google Apps for Education	Nill	10/09/2018	10/09/2018	110	Nill
2019	International Conference on Quality Enhancement: New Age Teaching and Classroom management.	Nill	01/02/2019	02/02/2019	170	Nill
2018	Nill	Hands on Training - Google Apps	31/08/2018	31/08/2018	Nill	58
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 6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FDP on HADDOP(Horton Network)	5	09/06/2018	23/06/2018	15
Refresher course	3	08/11/2018	28/11/2018	21
FDP on Emotional Intelligence	2	24/04/2019	25/04/2019	2
126th Orientation Course	1	02/11/2018	29/11/2018	28

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
152	152	57	57

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Provident Fund (PF) facility, Health insurance, ESI medical facility, Priority given in admission for the wards of employees, Granting maternity leave, medical leave, casual leave, RH as per government norms, Free medical checkup	Provident Fund (PF) facility, Health insurance, ESI medical facility, Priority given in admission for the wards of employees, Financial aid for renovating the houses, Pooling and donating funds in times of crisis, Financial assistance to meet emergency medical expenses, Fee concession for the wards, Granting maternity leave, medical leave, casual leave, RH as per government norms, Free medical checkup	Student Welfare Fund, Free medical checkup, Freeships, Merit Scholarships, Endowment Scholarships and Government Scholarships

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution is prompt in using the grants allotted by the government and non – government agencies. Care is taken to utilize the grants for the allotted categories. Further, the institution ensures the utility of the same through diligent auditing. Annual budget from the autonomy grant is allotted by the Finance Committee for various academic and administrative requirements. At the end of every financial year, the utilization is audited by the external auditor and submitted to the UGC. The grants from the UGC and government are audited by internal and external auditors and the financial statement is submitted to the Regional Joint Director's office in Tirunelveli. Moreover, all the financial support to the institution by the government and UGC are audited by the auditors appointed by the government. Annual budget for the self-financing programmes is planned by the Finance sub-committee for the various academic and administrative requirements of the staff and students of the self-financing stream. At the end of every financial year, it is audited by the college auditor and is again subjected to an audit by an external Charted Accountant appointed by the Society of the Sisters of the Cross of Chavanod. External audit from Joint Director's office has been conducted for the year 2012-2013 to 2014-2015 in 2018-2019, there is no audit objection. External audit from AG's office has been carried out periodically.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose

Individuals / Philanthropies	2270500	Construction of Golden Jubilee Hall

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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Expert Committee	Yes	IQAC
Administrative	Yes	Dharmalingam and associates, Charted Accountants	Yes	Management

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1) 20/06/2018 - meet for I UG and PG parents Agenda- explaining the history of the college, rules and regulations for I U G and PG students No of participants- 750 2) 13/10/2018 - PTA meeting for all the students Agenda- To sign in the semester mark sheet and I CIA marks No of participants-2250 3) 15/10/2018 - PTA executive meet Agenda- planning for completion of the jubilee hall No of participants- 15 4) 19/02/2019 - Parents of all the students Agenda- regarding the uploading of SSR for the IV cycle of NAAC accreditation ,signing in the semester mark statements and CIA marks No of participants-2115

6.5.3 – Development programmes for support staff (at least three)

1. Hands on Training - Google Apps Resource Person: Er. Hariharan, Co-founder and Joint Director EDUSCULPT, Chennai. Date:31-8-2018 2.Orientation on Intaya Kalviyel Naam Samalikkum Savalgal Muzhu Alzhumai Petta Manithanaga Uruvaguthal Resource Person: Mr. Eronimous, Nagercoil. Date:14-6-2018 15-6-2018 3. Seminar on Revised SSR Resource Person :Dr. James, Associate Professor of Physics, Scott Christian College, Nagercoil Date: 22-10-2018

6.5.4 – Post Accreditation initiative(s) (mention at least three)

• Seven new Self Financing Programmes (B.Com , M.Sc Mathematics , M.A. English) and Four doctoral programmes (Chemistry, Economics, Commerce, History) have been introduced • Curriculum design and development on par with the UGC/University norms based on local, national and global needs • Program outcomes, program specific outcomes and course outcomes are clearly stated and displayed • ICT enabled teaching enhanced with Wi-Fi facility, smart class facilities and Google Classroom, Google Site, Edmodo, Kahoot and blogs • Internal and external academic administrative audit to ensure quality teaching-learning process • DST-FIST sponsored common instrumentation centre with instruments worth Rs. 61.6 lakhs in addition to the instruments to the departments • New golden jubilee block with an auditorium, class rooms and guest rooms at an outlay of Rs. 10.39 crores. • E-governance in academic and administrative systems • Green initiatives (Green audit, zero plastic campus, shuttle free day)

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes

b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Orientation for the Junior Faculty	12/06/2018	12/06/2018	12/06/2018	80
2018	Discussion on New NAAC framework (SSR)	13/06/2018	13/06/2018	15/06/2018	60
2018	Workshop on Learning Management Systems (Schoology, Edmodo, Google Classroom)	31/08/2018	31/08/2018	31/08/2018	148
2018	Hands on Training - Google Apps (Supportive Staff)	31/08/2018	31/08/2018	31/08/2018	58
2019	International Conference on Quality Enhancement: New Age Teaching and Classroom management.	01/02/2019	01/02/2019	02/02/2019	170
2018	Establishment of Institution Innovation Council	21/11/2018	21/11/2018	21/11/2018	858
2018	Orientation on Intaya Kalviyel Naam Samalikkum Savalgal Muzhu Alzhumai Petta Manithanaga	14/06/2018	14/06/2018	15/06/2018	58

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women Studies	06/12/2018	06/12/2018	213	Nill
Group Discussion on Women Issues	07/01/2019	07/01/2019	40	Nill
Adolescent Awareness Campaign	16/02/2019	16/02/2019	215	Nill
Lecture on "Biology of Sex: Second sex".	27/02/2019	27/02/2019	60	Nill
Sarojini Naidu's Birthday- National Women's Day	07/03/2019	07/03/2019	1600	Nill
Gender Equity Promotion Programme	04/04/2019	04/04/2019	44	Nill
Gender Equity Promotion Programme (Debate, Skit, Mime, Display, Team Talk, Street Play in Tamil)	05/04/2019	05/04/2019	45	Nill
Album, Skit, Mime & Songs on "Problems of Women"	08/04/2019	08/04/2019	44	Nill
Talk on gender equality and promoting healthy relationships	10/04/2019	10/04/2019	45	Nill
Women Empowerment of 20th Century Vs 21st Century	07/03/2019	07/03/2019	352	Nill
Women	10/03/2019	10/03/2019	500	Nill

Empowerment				
Lecture on Role of Higher Education in Empowering Women	16/10/2018	16/10/2018	90	Nill
Awareness Programme on Womens Education and Women's Day Celebration	21/03/2019	21/03/2019	283	Nill
Empowerment of Women (Evils of Women Folk)	26/03/2019	26/03/2019	260	Nill
Impact of Mass media on Society	27/03/2019	27/03/2019	26	Nill
Generation Gap	27/03/2019	27/03/2019	9	Nill
Women's Rights, Feminism, Women and Constitution, Women Empowerment, and The Portrayal of Women in Advertisements	27/03/2019	27/03/2019	42	Nill
A book "Mangayarin Manathottam" published by our students on women issues	27/03/2019	27/03/2019	7	Nill
Gender Issues	05/01/2019	05/01/2019	60	Nill
Ambitions in Life	22/01/2019	22/01/2019	54	Nill
Awareness Programme on 'Women's Equality in all aspects'	23/01/2019	23/01/2019	30	Nill
Role of Women in Family and Society	01/02/2019	01/02/2019	75	Nill
Violence Against Women	05/02/2019	05/02/2019	30	Nill
"Sales Day" to enhance the	07/02/2019	07/02/2019	102	Nill

women entrepreneurial skill				
Women Empowerment	08/02/2019	08/02/2019	181	Nill
"Steps to improve our personality"- A Motivational Programme	15/02/2019	15/02/2019	45	Nill
Awareness Talk on "Women Safety"	20/02/2019	20/02/2019	140	Nill
Motivational Programme on "Acham Thavir"	22/02/2019	22/02/2019	1711	Nill
Motivational talk on "Godliness in Womanhood"	20/02/2019	20/02/2019	52	Nill
Debate on Women Empowerment	02/04/2019	02/04/2019	63	Nill
Discussion on Role of Women in Environmental Health and Hygiene	03/04/2019	03/04/2019	70	Nill
Gender Equity Promotion Programmes (Skit, Debate, Song)	12/04/2019	12/04/2019	44	Nill
Gender Equity Promotion Programmes (Skit, Mime, Song)	31/07/2018	31/07/2018	105	Nill
"Contraception-Making the Choice"(World Population Day)	31/07/2018	31/07/2018	70	Nill
Orientation programme for freshers "Secret of success in life"	04/10/2018	04/10/2018	185	Nill
Practical experience of women	04/10/2018	04/10/2018	142	Nill

entrepreneurial skills				
Significance of Values (Skit)	04/10/2018	04/10/2018	45	Nill
Family Values	04/10/2018	04/10/2018	132	Nill

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
9.35

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Ramp/Rails	Yes	3
Braille Software/facilities	Yes	Nill
Rest Rooms	Yes	3
Scribes for examination	Yes	2
Special skill development for differently abled students	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	Nill	20/06/2018	21	Mushroom cultivation	Protocol for Mushroom cultivation	39
2018	Nill	1	27/06/2018	1	Lecture on "Beat Plastic Pollution".	Plastic pollution.	60
2018	Nill	1	14/08/2018	1	Measures to promote green practices in the campus.	Planting tress saplings.	195

2018	1	Nill	19/09/2018	1	National Seminar on "Historical Review on the Rich Heritage of Kanyakumari District."	Padmanadhapuram and its great glory and Thanumalayaan temple and its sculptural importance	252
2018	Nill	1	29/09/2018	1	Talk on "Plastic evasion".	Prohibiting the use of plastic.	125
2018	Nill	1	26/10/2018	1	Talk on "Harmful effects of plastic usage"	Avoid plastic usage.	200
2018	Nill	1	08/11/2018	1	Awareness talk on "Plastic Ban".	Plastic ban.	135
2019	1	Nill	19/01/2019	1	Talk on "Bee Keeping".	Bee Keeping Techniques.	70

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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Vazhvu Vasantham Pera	Nill	The book motivates the students with personal values, family , social and religious values.
Aazhumai Vazham Pera	Nill	The book inculcates Self acceptance, Time management skills, Leadership and Communication skills among the students.
En Parvaiyil Penn	Nill	The book highlights the women empowerment with the historical background of Women.
A Textbook of Personality Development	Nill	The book enlightens the students to develop their personality and in turn enlighten the world.

Handbook on Human Values and Academic Integrity	Nill	The booklet comprises the essential values and professional ethics to be followed by the stakeholders of Holy Cross College, Nagercoil.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Van Mahatsov Week Celebration	01/07/2018	07/07/2018	153
Personality development	19/07/2018	19/07/2018	128
Rally on 'Plastic Awareness'	21/07/2018	21/07/2018	515
Dr. M. S. Swaminathan Birthday Celebration	07/08/2018	07/08/2018	280
A programme on lending Kerala flood relief fund.	04/09/2018	04/09/2018	110
Social Justice	25/09/2018	25/09/2018	125

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1.Plantation •Massive plants and trees on the campus •Periodical NSS camp/eco club to inculcate the values of plantation 2. Energy Conservation • Computers with power management software to minimize energy consumption • Solar panels – utilizing renewable energy 3. Carbon Neutrality • Over 100 varieties of various kinds of herbs. •Approximately 2000 decorative/ornamental plants, bushes, shrubs, etc. • Burning of litter and other waste materials have been banned • Recycling of used paper is promoted. 4. E-waste Management •Systematic repairing and reusage of electronic equipments. •Computer hardware training for students. 5. Effluent Treatment and Recycling Plant •Sewage water treatment plant •100 percentage water recycling in the campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Students realize their full potentialities by nurturing their innate genius in a congenial atmosphere. They are equipped to face academic challenges, face interviews with confidence and tackle conflicting situations in peaceful ways. They are actively involved in societal activities. Life knowledge, Intra and Interpersonal skills promote fulfilling lifestyle. Resources required: Mentoring is given to students at all levels right from their entry to the college. The mentors are given training to be effective counselors. There is an active counselling centre to address life's challenges in a positive way, helping the students to clarify issues, explore options, develop strategies and increase self-awareness. Students who need special guidance are directed to the psychotherapists from 'Centre for Light', the Counselling Cell of Holy Cross College. 1. Title of the practice: Digitization for Global Competence 2. The context that required the initiation of the practice: As technology has become

an integral part of everyone's life, the Indian education prioritises Information and Communications Technology (ICT). Teaching is moving beyond chalk and board. Hence it is necessary to evolve newer teaching techniques in the era of digitization. Our campus is vibrant with student centric methods in teaching-learning, innovative assessment methods and moving towards inclusive automation ensuring ICT as the key tool for effective education transaction. 3. Objectives of the practice: • To inform students about the institution and the courses through digital medium. • To make the teaching-learning process tangible for students to be competent in the global scenario. • To ensure interactive and participative learning. • To create digital repository of books and study materials so that students are pruned in a digital learning environment. 4. The Practice: The ICT facilities and other learning resources are adequately available in the institution for academic and administrative purposes. The campus has LAN network system and Wi-Fi connectivity with 70 mbps data speed. Forty three computer assisted classrooms including 16 smart classrooms and three halls cater to the ICT enabled teaching-learning. The college has five computer labs with three hundred and one computers, fourteen laptops, sixty printers and seven scanners. The language lab is well stacked with 30 computers, appropriate software and lesson material to develop language skills. The seminar halls are digitally equipped for the conduct of academic and other related events. Media centre is used for lecture capturing and e-content development. The student computer ratio is 10:1. The central library is automated with ILMS catalogued with the OPAC for easy access to book circulation. It is networked with INFLIBNET, e-ShodhSindhu, e-Shodganga for e-resources, e-books and e-journals. The software used for Integrated Library Management System is fully automated Smart Library Automation (Custom made), Version: 3.0. Visual Basic (VB) software is the front end and Structured Query Language (SQL) is the back end for storing library database. The details of newly purchased books, book issue and receipt, theses and dissertations and students visiting the library are entered in the database. The books can be searched with book title, subject, publisher, author name, accession number, year and term search through OPAC tab and terms search tab like Boolean Search. The required reports can be generated using the software accession number, title, academic year, publisher, account name and subject name using the software. Examination section is automated with a separate server through the implementation of Examination Management System (EMS). Students can apply for the courses, download the hall tickets and view results online. To speed up the publication of results, the result processing is fully automated. The end semester examination results are published within 17 days from the last date of examination. Additional security features such as QR code and bar code have been incorporated in the mark statement. Online verification is possible in the website www.holycrossngl.directverify.in. Online assignments are given to students using web based software and MOODLE quiz software. Data analysis software like Myklassroom is used for outcome analysis of the Continuous Internal Assessments. The CIA marks are sent to parents through SMS. The intranet, internet Wi-Fi facility, intercom and public address system ensure better communication and paperless function. 5. Obstacles faced if any and strategies adopted to overcome them: With the increased use of mobile phones, educational institutions can easily approach students to make them aware of the courses but not all students have access to android gadgets and internet. Hence, in-campus Wi-Fi facility is offered to the students. Sanctioning the usage of technology for learning gives chance for the students to be more machine-oriented than people-oriented and so few people-oriented activities like skit, mime, street plays are carried out as part of learning and assignments. 6. Impact of the practice: Innovative modern pedagogical practices E-resources, SMART classrooms, internet accessibility, online quiz and online assignments contribute to a quality learning environment using MOOC, LMS and MOODLE, the e-learning tools for content delivery, facilitate learning at the

students' pace at the feasible time from a convenient place. Digital medium provides scope for students to create their own materials which give them a sense of ownership. A move towards paperless office through online admission and administration systems is initiated. 7. Resources required: The college has the following innovative modern pedagogical practices to make the teaching-learning enterprise more productive and meaningful: • Learning Management System - MOODLE for content delivery • Media centre with lecture capturing facility and produce Short Learning Objects • Wi-Fi facilitated campus to access and update current online resources • Multimedia courseware development • Recorded lectures and content sharing • Classroom in a cloud using Google apps like Google Classroom, Edmodo, Kahoot, Blogs, Schoology, Quizizz, Remind for education, online assignments and tests • Webinars to interact with international experts • Use of inflibnet, academic websites, Urkund, e-publications and wiki educators • Mobile learning as a form of e-learning for students • Faculty and students pursue SWYAM, NPTEL, ARPIT and MOOC Courses • Employing the flipped classroom and blended learning • Language Lab, Virtual lab and smart boards to enhance teaching-learning process • Online/ cloud based academic management systems • Online digital repositories for lectures, course materials, and digital library • You Tube presentations, e-learning resources, e - tutorials, spoken tutorials • Prezi, powerpoint presentations, Video lectures, Radio talks and Text related films.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://holycrossngl.edu.in/pdf/Best%20Practices1.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Institutional Distinctiveness Self-Appraisal Motto: Self-appraisal is a unique practice of the institution, distinctive to its vision, priority and thrust as it guarantees that the faculty are involved in the dedicated service of preparing the students to evolve as life sensitive empowered women who are capable of building a just and harmonious society. Course of the Programme: The college has a well-structured Performance Based Appraisal System for the teaching and non-teaching staff. Performance appraisal with 360 degree feedback is conducted based on Academic Performance Indicator and student feedback. The secretary of the college explains the aim, objectives and need for performance appraisal before giving the format to the faculty. A five point scale format with three sets of questions is given to each teacher. The personal responses on professional development, professional practice and professional responsibility and personal traits are studied along with the feedback given by students and colleagues. Types of Activities: Teaching Staff Performance appraisal for faculty is done every year with confidentiality and a great deal of mutual respect. The format has three components: Professional development, Professional practice, and Professional responsibility and personality traits. The first component includes the membership of the faculty in professional bodies, research publications, organizing workshops/seminars and introducing innovation. The second includes all academic performances of the teacher in the classroom environment including punctuality, regularity, helping students in realizing career goals, encouraging students' participation in the class and extracurricular activities, and helping students facing physical, emotional and learning challenges. The third includes the qualities of the teacher like commitment, reliability, quality of work, emotional stability, team spirit, integrity and ethical conduct, and her relationship with other faculty and the non-teaching staff. Beneficiaries: The system enables feedback to teachers and gives a chance to the management to know the knowledge, skill and attitude of

each faculty and recognize her talents. It gives an opportunity for the management to make right decisions in the selection of faculty as Deans, COE, members of statutory bodies, coordinators of research and extension activities. The secretary of the college appreciates the faculty for the efforts put in for the welfare of the student community and also gives constructive suggestions for the individual's growth. Ultimately, the students have excellent faculty, kind mentors and inspiring role models who can very well mould the students through holistic education. Impact / Outcome: Faculty self-appraisal leads to proactivity, motivation and awareness with regard to the modern educational challenges. It helps the faculty to recognise their own accomplishments, knowledge level and performance skill. It also helps them refine and modify their modes of instruction to suit the demands of students. The interaction of the secretary with the faculty gives an opportunity to know about the progress to be made in lacking parameters. Above all, self-assessment kindles their quest for stretching boundaries to reach out to the students with heart and soul.

Provide the weblink of the institution
https://holycrossngl.edu.in/pdf/Institutional%20Distinctiveness1.pdf

8.Future Plans of Actions for Next Academic Year

• Revamping the curriculum (2020-2023 batch) to meet the local/regional/national / global demands. • To organise Student Induction Programme for the freshers. • To strengthen ICT tools and E-resources. • Focus will be given to publish research papers in high standard research journals, such as UGC listed, WEB OF SCIENCE and SCOPUS indexed journals. • To create startup policy for the institution. • To strengthen the Documentation Committee. • To instate sub committees in IIC and amplify student participation.