

7. Internal Quality Assurance System

7.1 Quality Initiatives by IQAC during the year for promoting quality culture

Item /Quality Initiative by IQAC	Date DD/MM/YY	Duration in Days	Number of Participants or Beneficiaries
The revision of the Quality Manual	June 2019		
Conduct of Orientation and Training Programmes for the Teaching Staff with varying years of experience , for the Administrative Staff and for the Students			
<ul style="list-style-type: none"> • Orientation Programme for Staff with less than 2 years of experience on topics - Vision and Mission of the College, Quality Enhancement in Higher Education, Work Life Balance, Introduction to E-Content Development and Campus Automation • Orientation for teachers was conducted on the entire teaching fraternity of both Shifts I & II on Building Bridges as it was the Annual Theme of the Calendar for the Academic Year 2019 – 2020 • A Seminar on Intellectual Property Rights • A Faculty Development Programme for Staff within 5 	<p>10th June 2019 & 11th June 2019</p> <p>13th June 2019</p> <p>14th June 2019.</p> <p>29th June 2019</p>	<p>2 days</p> <p>1 day</p> <p>1 day</p> <p>1 day</p>	<p>Within 2 year experience – 57 Faculty</p> <p>Faculty Members – 271</p> <p>Faculty Members - 271</p> <p>Faculty Members -60</p>

<p>years of experience on the title “The Joy of Teaching” was organized</p> <ul style="list-style-type: none"> • A Two Day Training Program for the faculty on Evaluation and Assessment of the Outcome Based Education through Revised Blooms Taxonomy. • Webinar on Andragogy of Online Teaching • Remote Classrooms- Digital Technology in Teaching Learning • Risk Management in Times of Crisis 	20 th and 21 st September 2019	2 days	Faculty Members - 271
	29 May 2020	1 day	Faculty Members - 271
	30 May 2020	1 day	Faculty Members - 271
	12 June 2020	1 day	Faculty Members - 271
Conduct of Academic Performance Auditing all departments of Holy Cross College	27 .06.2019	One day	
Administrative Staff			
Training the Administrative Staff of the Office Section on uploading, maintenance and documentation of Databases.	8 th April 2019	One Day	Staff of Office Section - 25
Training on Documentation in Libraries was conducted for the Library staff	15 th May 2019	One Day	Library Staff - 20
A session on Secrets of Happy Living for Non-Teaching Staff was organized	12 th June 2019	One Day	Administrative Staff - 124

Students			
A Two Day Intensive Workshop on Being a Holy Cross Leader of Excellence, for the Student Council Members, Fine arts and Sports Secretaries of both Shift I and II	6 th and 7 th June 2019	Two days	Student Leaders - 66
An Orientation on Library Usage for I UG / PG / M.Phil Students was conducted	2 – 4 th July 2019	3 Days	Students - 1063
The result analysis has been communicated to the HoD's of the various Departments	20 th June 2019	One Day	Head of the Departments - 20
AQAR 2018-2019 was presented in the Staff Council for Approval	23 rd July 2019	1 day	Members of Staff Council - 32
Performance Appraisal was done by both Teaching and Administrative staff.	November 2019 & February 2020		Teaching Staff – 274 Admin Staff - 82
Conduct of Green by the PG and Research Department of Botany of Holy Cross College	11 th February 2019	1 day	
Conduct of Energy Audit by TSP Engineers and Consultants, Trichy	March 2019		
Participation in NIRF: Registered for India Rankings-2020 (NIRF) on 13 th September 2019. The data was uploaded in the DCS under the category of Arts and Science College, and updated in our website on 14 th December, 2019.	13 th September to 14 th December 2019	3 months	
Submission of IIQA	September 2019		
Submission of SSR: SSR for the 4 th Cycle of NAAC Assessment and Accreditation	5 th November 2019		
Conduct of The NAAC Peer Team Visit: The NAAC Peer Team Visit has been successfully completed	11 th and 12 th February 2020.	2 days	
Conduct of Synergy Research	July 2019 to February 2020		All Teaching Faculty