Annual Quality Assurance Report (AQAR)

(2013 - 2014)

Submitted to

National Assessment and Accreditation Council (NAAC) Bangalore

Submitted by



Holy Cross College

(Autonomous)

Affiliated to Bharathidasan University
Nationally Accredited (3rd Cycle) with 'A' Grade by NAAC
College with Potential for Excellence
Tiruchirappalli - 620 002, Tamil Nadu.

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013).

Part - A

1. Details of the Institution

1.1 Name of the Institution	HOLY CROSS COLLEGE (Autonomous)
1.2 Address Line 1	TEPPAKULAM POST
Address Line 2	TIRUCHIRAPPALLI
City/Town	TIRUCHIRAPPALLI
State	TAMIL NADU
Pin Code	620002
Institution e-mail address	hcctrichyin@hcctrichy.ac.in
Contact Nos.	0431-2700637
Name of the Head of the Institu	ution: Dr. (Sr.) Jeusin Francis
Tel. No. with STD Code:	0431-2701609

Mobile:	09751028126

Name of the IQAC Co-ordinator: Dr. K. Maria Eugenie Pia

Mobile: 09442483666

IQAC e-mail address: iqac@hcctrichy.ac.in

1.3 NAAC Track ID (For ex. MHCOGN 18879)

13418

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner- bottom

of your institution's Accreditation Certificate

p://www.hcctrich	y.ac.in
ľ	o://www.hcctrich

Web-link of the AQAR:

http://www.hcctrichy.ac.in/AQAR2013_14.doc

NAAC/PCRAR/EC-61/80/2012/

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1.	1 st Cycle	5 star status	-	1999	5
2.	2 nd Cycle	A Grade	-	2005	5
3.	3 rd Cycle	A Grade	3.5 on 4 point scale	2012	5
4.	4 th Cycle	-	-	-	-

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

JULY 2003

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

2013-2014

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11submitted to NAAC on 12-10-2011) NAAC Peer team visit was during 2012- 2013 for 3rd cycle of accreditation i. AQAR ______ (DD/MM/YYYY) ii. AQAR______(DD/MM/YYYY) iii. AQAR__ _____ (DD/MM/YYYY) (DD/MM/YYYY) iv. AQAR 1.10 Institutional Status University State Central Deemed Private Affiliated College No Constituent College No Autonomous college of UGC Regulatory Agency approved Institution RCI, AICTE No Yes (eg. AICTE, BCI, MCI, PCI, NCI) ___ Men [Type of Institution Co-education Rural Urban **Financial Status** Grant-in-aid + Self Financing ✓ Totally Self-financing 1.11 Type of Faculty/Programme Arts Science Commerce Law PEI (Phys Edu) TEI (Edu) Engineering Health Science Management Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

Bharathidasan University

1.13 Special status conferred by Central/ State	Government UC	GC/CSIR/DST/DB	T/ICMR etc
Autonomy by State/Central Govt. / Un	niversity 🗸		
University with Potential for Excellence		UGC-CPE	/
DBT Star Scheme	✓	UGC-CE	
UGC-Special Assistance Programme	✓	DST-FIST	✓
UGC-Innovative PG programmes		Any other (Specif	y) RCI, AICTE
UGC-COP Programmes	/		
2. IQAC Composition and Activities	✓		
2.1 No. of Teachers	5+ 1 (Coordinate	tor)	
2.2 No. of Administrative/Technical staff	1		
2.3 No. of students	2		
2.4 No. of Management representatives	1		
2.5 No. of Alumni	-		
2. 6 No. of any other stakeholder and	_		
community representatives			
2.7 No. of Employers/ Industrialists	-		
2.8 No. of other External Experts	2		
2.9 Total No. of members	12		
2.10 No. of IQAC meetings held	9 (core committ	ee-7, with exam co	ommittee -2)

2.11 No. of meetings with various stakeholders: No. 9 Faculty 6				
Non-Teaching Staff - Students 1 Alumni 1 Others Parents -1				
2.12 Has IQAC received any funding from UGC during the year? Yes Vo				
If yes, mention the amount ₹ 3, 00,000 /-				
2.13 Seminars and Conferences (only quality related)				
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC				
Total No. 3 International National State Institution Level 3				
1. Quality Enhancement 2. Quality Initiatives in Curriculum, Teacher and Teaching, Evaluation Techniques 3. Higher Education - The Sustainable Platform				
2.14 Significant Activities and contributions made by IQAC				
Ensure the quality of curriculum, teaching, learning & evaluation based on feedback from stakeholders				
Enhancing awareness on student support services				

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year \ast

Emilancement and the outcome achieved by the end of the year				
Plan of Action	Achievements			
To conduct workshop to discuss the existing Question bank and revise its pattern for the betterment of student community	Organised on 17 th September, 2013. It was strongly recommended to have Question bank for all the major Core papers as it is a unique feature and one of the strengths of our College. The distribution of questions at different levels was revised.			
To conduct workshop for the newly recruited staff on" Quality Initiatives in Curriculum, Teacher and Teaching, Evaluation Techniques	enabled the teachers to refresh themselves and learn new			
To conduct workshop to bring about changes in examination and evaluation system				

To conduct orientation programme	Conducted on 16 th June 2014
on "Higher Education -The	Staff benefited - 230
Sustainable Platform"	
To collect feedback from students, teachers alumni, parents and self appraisal from teachers	Collected from February to March 2014 and consolidated
To conduct internal auditing on NAAC parameters	Carried out during March 2014
* Attack the Academic Calendar of the	A NOON OF ANYONE I

2.15 Whether the AQAR was placed in statutory be	ody Yes No
Management Syndicate	Any other body
Provide the details of the action taken	

Annexure 1

Academic Calendar of IQAC

Schedule		Agenda
11 th July, 2013	-	 Core committee Meeting To plan & prepare the "road map" for the institution for the next 20 years To formulate best practices from innovative practices of the departments To set bench marks
14 th August 2013	-	Core committee Meeting To discuss the updating and revision of the question bank
29 th August 2013	-	 Recommendations made at the staff council meeting To update the existing question bank and complete the question banks for all the core courses. To prepare e-content for smart class

^{*} Attach the Academic Calendar of the year as Annexure. - Annexure I

2 nd September 2013	-	Core committee Meeting
-		➤ To discuss quality issues relating to external & internal
		examinations
4 th September 2013	-	Meeting with examination committee
		> To discuss quality issues relating to external examinations
10 th September 2013	-	Meeting with examination committee
		> To discuss quality issues relating to internal examinations
17 th September 2013	-	Workshop on the revision of question bank
18 th December 2013	_	Core committee Meeting
		➤ To organise a workshop on "Quality Initiatives in Curriculum, Teacher and Teaching, Evaluation Techniques" for teachers within 10 years of teaching experience.
23 rd & 24 th January 2014	-	Workshop on "Quality Initiatives in Curriculum ,Teacher and Teaching, Evaluation Techniques"
5 th February 2014	-	Core committee Meeting Consolidation of the feedback collected from alumnae.
27 th February 2014	-	Submission of IQAC plan proposal to UGC for financial assistance
10 th March 2014	-	Core committee Meeting
		Consolidation of the feedback collected from parents
13 th March 2014	-	Committee formation for preparation of AQAR 2013- 2014
19 th – 22 nd March 2014	-	Verification of data and documents for AQAR
24 th & 25 th March 2014	-	Core committee Meeting
		Consolidation of the feedback collected from students
4 th April 2014	-	Presentation by HoDs on review of annual plan (2013-2014)
9 th April 2014	-	Submission of annual plan for 2014-2015 by departments

Part - B

Criterion - I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Program	Number of existing Programmes	Number of Programmes added during the year	Number of self- financing Programmes	Number of values added / Career Oriented Programmes
Ph D	13		12	
PG	16		11	
UG	21		11	
PG Diploma	4		3	
Advanced Diploma	1		-	1
Diploma	3	2	-	3
Certificate	4		-	3
Others	-		-	
Total	62		37	7
Interdisciplinary	-			
Innovative	1			

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
 - Choice based credit system is followed by all departments with core and elective options.
 - Non Major Elective (NME) and Skilled Based Elective (SBE) courses are open option courses.
 - (ii) Pattern of programmes:

1.3 Feedback from stakeholders*

Pattern	Number of Programmes
Semester	37
Semester	(all UG and PG)
Trimester	-
Annual	12

(On all aspects)						
Alumni	✓	Parents	\checkmark	Employers	\checkmark	Students

Mode of feedback :
Online Manual Co-operating schools (for PEI)
*Please provide an analysis of the feedback in the Annexure – II - Annexure II
1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.
The future world requires a population with the confidence and skill to meet the challenges
imposed by fast and far reaching change. So we need an education system within which the
population as a whole will develop the kind of knowledge, skills and attributes which will equip
them personally, socially and economically to thrive in the 21 st century. Hence it is one of the
priorities of our institution to devise the Curriculum for Excellence and enable all learners to have
suitable opportunities for choice and specialization.
Reasons for change
To make the students competent for employment
To explore and enhance their talents
To empower them for better career opportunities and also help them opt for the right career
• To provide better opportunity for students to build, enhance and sustain high level of
professional conduct and performance
To help them prepare for competitive exams
To meet the demands of the stake holders
1.5 Any new Department/Centre introduced during the year. If yes, give details.

Criterion-II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
69	16	53	-	-

2.2 No. of permanent faculty with Ph.D.

55

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

	sst. essors	Assoc Profe		Profe	essors	Oth	ners	То	tal
R	V	R	V	R	V	R	V	R	V
-	47	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

2	2	161
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level	Total
Attended conferences / symposia/ Seminars/ Workshops	58	99	75	232
Presented papers	49	90	6	145
Resource Persons	2	9	35	46

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

The IQAC has set the bench marks for teaching and learning processes that every course should have at least 10% of innovative teaching methods, accordingly each department has adopted different mode of teaching such as

Role Play, use of Smart board, G.D, Field work for assignment, Scrap book and collage as assignments, internship, concurrent placement, case studies, movie screening, Models, Virtual Lab online and off line practical, home preparation, econtent has been prepared by nearly 60% of faculty for their course

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

185 days

- 2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, and Online Multiple Choice Questions)
 - Online quiz for all Programmes, MCQs are the major components of quiz programmes, and also part A of the internal tests
 - Double valuation for PG Courses and M. Phil Courses

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

In Other Colleges	In Board of Studies of our College
12	All Faculty

2.10 Average percentage of attendance of students

93%

2.11 Course/Programme wise distribution of pass percentage:

U G (SHIFT I)							
Title of the Programme	Total no.	Division					
8	appeared	Distinction %	I %	II %	III %	Pass %	
Mathematics	67	28.35	59.70	10.44		98.51	
Physics	55	32.72	56.36	5.45		94.55	
Chemistry	80	15	43.75	15		73.75	
Botany	20	15	70	10		95.00	
Zoology	27	22.22	55.55	7.40		85.19	
Biochemistry	21	9.52	14.28	52.38		85.71	
Audiology & Speech Language Pathology	16					75	
Rehabilitation Science	39	5.12	35.89	51.28		92.31	
Visual Communication	19	5.26	84.21	10.52		100.00	
History	35		34.28	51.42	2.85	88.57	
Economics	27		14.81	66.66	18.5	100.00	
English Literature	63	1.58	42.85	42.85	11.11	98.41	
Commerce	137	17.51	59.12	16.78	1.45	94.89	
Computer applications	87	36.78	60.91	-	-	97.70	
Business Administration	63	6.34	61.90	31.74		100.00	

UG (Shift II)							
Title of the Programme	Total no. of students	Division					
Title of the Programme	appeared	Distinction %	I %	II %	III %	Pass %	
Mathematics	111	7.20	55.85	19.81	5.40	88.29	
Physics	25	4.00	48.00	36.00		88.00	
Computer Science	42	59.53	38.09			97.62	

English Literature	141		8.51	46.80	32.62	87.94
Commerce	80	2.50	45.00	43.75	3.75	95.00
Business Administration	23		8.69	56.52	8.69	73.91

PG (SHIFT I)								
Title of the Due growner	Total no of	Division						
Title of the Programme	students appeared	Distinction %	I %	II %	III %	Pass %		
Mathematics	26	61.53	26.92	3.84		92.31		
Physics	18	44.44	55.55			100.00		
Chemistry	22	9.09	59.09			68.18		
Botany	12	33.33	33.33			66.67		
Zoology	16	18.75	81.25			100.00		
Biotechnology	14	57.14	42.85			100.00		
Bioinformatics	1	100				100.00		
Computer Applications	34	41.17	55.88			97.06		
Media& Communications	6		83.33			83.33		
Rehabilitation Science	6	33.33	66.66			100.00		
Social Work	23	8.69	73.91	4.34		86.96		
Tamil	4		75	25		100.00		
Economics	12		50	33.33		83.33		
English Literature	30		66.66	33.33		100.00		
Commerce	37	13.51	72.97	5.40		91.89		
P.G.D.B.I.	6	33.33	66.66			100.00		

PG (Shift II)							
Title of the Programme	Total no of students						
	appeared	Distinction %	I %	II %	III %	Pass %	
Computer Science	12	41.66	41.66			83.33	

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

• The IQAC sets bench marks for monitoring and evaluating system for teaching & learning processes

- The students are evaluated through CIA (components are Internal Tests I & II, Quiz I & II, Seminar and Assignment)
- The entry & exit performance analysis help the College to bring out the students in a better way
- Online Evaluation of Teachers by the students, peer group, Heads of the department, Principal was done at the end of the academic year.
- Self-evaluation is also done (on-line)

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	-
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	3
Faculty exchange programme	-
Staff training conducted by the university	10
Staff training conducted by other institutions	6
Summer / Winter schools, Workshops, etc.	-
Others – Orientation / Training Programmes conducted by the College	 Orientation Programme on "Higher education and The Sustainable Platform "(in the beginning of Academic year) Staff benefited – 230 Orientation Programme for the Staff recruited within 10 years on Curriculum development, Teaching Learning Evaluation methods Staff benefited – 100 Training on E-Content preparation conducted by the College Staff benefited – 60

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	37	24	-	55
Technical Staff	-	-	-	8

Criterion - III

3. Research, Consultancy and Extension

- 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution.
 - Organizing the orientation programmes for promoting research
 - Linking of research with curriculum (including the extension programmes)
 - Encouraging the interdisciplinary research activities
 - Enlightening staff on
 - Research areas
 - Funding sources to apply for projects
 - Providing the facilities through centralized Instrumentations
 - Encouraging research through proper incentives & awards.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	6	1	5
Outlay ₹ in Lakhs	18.236	39.255	7.146	56.81

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	2	6	9
Outlay ₹ in Lakhs	0.8	1.8	19.75	28.9

3.4 Details on research publications

	International	National	Others
Peer Review Journals	70	20	-
Non-Peer Review Journals	2	2	-
e-Journals	2	-	-
Conference proceedings	11	21	-

	3.5	Details	on Im	pact fact	or of r	oublications
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Range	0.36 - 4.99	Average	H-index	15	Nos. in SCOPUS	-	1
	l						J

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2	UGC	7,14,600	4,41,600
Minor Projects	2	UGC	19,75,000	14,32,500
Interdisciplinary Projects	-	-		1
Industry sponsored	ı	1	-	1
Projects sponsored by the University/ College	1	IDCR Loyola College	50,000	20,000
Students research projects (other than compulsory by the University)	ı	-	-	-
Any other(Specify)				
Total			27,39,600	18,94,100

3.7 No. of books published	i) With ISBN No.	4 Chapters in Edited Books	1
	ii) Without ISBN No.	-	

3.8 No. of University Departments receiving funds from

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

3.9 For Colleges

Autonomy	19 CPE	20 BT Star Scheme	4 ST-FIST	5
INSPIRE	- CE	- Any Other (Specify)	DBT -BIF -1	

3.10 Revenue generated through consultancy

₹ 50,000 /-

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	2	5	-	-	9
Sponsoring agencies	UGC& DBT, CBM	UGC RMS, DBT	-	-	College

3.12 No. of faculty served as experts, chairpersons or resource persons	62	1
	· · ·	п

3.13 No. of collaborations International 5 National 2 Any other 4

3.14 No. of linkages created during this year 3

3.15 Total budget for research current year in lakhs:

From funding agency 35 From Management of University/College ___

Total 35

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	11
Tuttonar	Granted	2
International	Applied	-
International	Granted	-
Commercialised	Applied	-
	Granted	-

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

Total	International	National	State	University	Dist	College
13	_	9	_	4	_	_

3.18 No. of faculty from the institution who are Ph. D. Guides	35
and students registered under them	65
3.10 No. of Ph.D. awarded by faculty from the institution	8

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)
JRF 1 SRF Project Fellows 6 Any other
3.21 No. of students Participated in NSS events:
University level 500 State level
National level 1 ternational level
3.22 No. of students participated in NCC events:
University level 100 State level 60
National level 12 International level -
3.23 No. of Awards won in NSS:
University level - State level -
National level International level
3.24 No. of Awards won in NCC:
University level 8 State level 8
National level 6 International level -
3.25 No. of Extension activities organized
University forum 1 College forum 5
NCC 8 NSS 2 ny Others 75
(RESCAPES, AICUF, ROTARACT, EXNORA, COME ALIVE, WOMEN'S STUDIES CENTRE RED RIBBON CLUB, YOUTH RED CROSS, WOMEN'S CELL, CONSUMER CLUB, EDC)
3.26 Major Activities during the year in the sphere of extension activities and institutional Social
Responsibility
Extension activities:
• Mushroom cultivation and Herbal oil preparation at <i>Vidhuthalaipuram</i> and adopted villages under RESCAPES

Sapling distribution

- Awareness on natural food and herbal food preparation for the parents of botany students
- Conducting programmes for marginalized women-EDC
- One month Traffic awareness programme conducted in the traffic congested area of the city
- Visit to the old age homes (5)

Social Responsibility:

- Vocational guidance programme for the adopted villages, awareness campaign on green house effect, kitchen gardening, important herbal medicine, biofertilizer.
- Training programme for school teachers on "Microscale Experiments with Green techniques" and "Recent trends in Biological Sciences"
- Exhibitions conducted in the schools in the adopted villages on Global Warming, impact of plastic usage, rain water harvesting, health awareness, oral hygiene, dengue fever,
- World hand wash day (Raghumaniapuram slum area)
- Establishment of village School library at *Melavangaram* and *Paliyur*
- Importance of Higher education for 11th standard students
- Significance of Mathematics and science in life for *Paachur* school students
- Free Dental Check-up for School Children
- General Health Camp and Eye Camp for the villagers
- Veterinary camp in the villages
- Mass Tree Plantation in the adopted villages
- BMI test, Hb (%) and Blood typing, Disability Screening programme for 13 schools in the adopted villages
- Awareness programme on Importance of Emergency Service and consumer rights to the adopted villages
- Legal Aid clinic services for 2 days in a month for the students and public
- Communication skill training for the students of Sri Sivananada Balalaya and Hope home
- Seminar for the parents on food habits, nutrition and feeding of children with severe disabilities and empowering parents of children with special needs
- International day for the elderly was commemorated and sponsored food for the inmates of Annai
 Home for the aged
- Cycle rally to create social consciousness about child abuse, women and Dalit rights, alcoholism drug addiction
- Counselling and motivation session for slow learners and children of single parents

Criterion - IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	11.32 Acres		College	-
Class rooms	187	-	College	
Laboratories	33	1	DBT –Star college scheme	34
Seminar Halls	6	-	-	6
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	79	5	DST – FIST), UGC, DBT, TN Govt.	233
Value of the equipment purchased during the year (₹ in Lakhs)	225.82598	10.66355	UGC, DST - FIST	236.48953
Others- teaching aids	48	38	College	86

4.2 Computerization of administration and library

High-grade on-line MIS system is established in the college for better performance.

All the departments are provided with computers, intranet & internet facilities. All the information (academic & administrative) are deployed through these facilities and HCC has well established library

4.3 Library services:

4.3 A General Library

	Existing		New	Newly added		Total	
	No.	Value ₹	No.	Value ₹	No.	Value ₹	
Text Books	63,833	74,39,102	2936	7,43,166	66,769	81,82,268	
Reference Books	29,331	85,62,089	396	3,55,570	20,727	89,17,659	
e-Books	-	-	-	-	-	-	

Journals	74	72,398	80	86,708	154	1,59,106
e-Journals	02	11,500	02	11,500	04	38,000
DELNET (Consortium) & N-List		10,000		5,000		
Digital Database	-	-	-	-	-	-
CD & Video	2,136	1,88,178	404	61,946	2,540	2,50,124
Others (specify)	-	-	-	-	-	-

4.3. B Department Library

Items	Existing	Value ₹	Newly Added	Value ₹	Total No.	Total Value ₹
Books	11,485	20,91,406	253	50,626	11738	21,42,032

4.4 Technology up gradation (Overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	Others
Existing	432	9	1	2	-	2	17	3
Added	54	1	-	-	-	-	-	-
Total	486	10	1	2		2	17	3

- 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)
 - Training on MOODLE Software, SMART Board usage and preparation and usage of e-content for all the faculty
 - PG and M.Phil. Students had hands on- experience with SPSS package.

For Students of computer science special programmes were organized:

- A lecture on Android and J2EE
- o Recent trends in IT and Project Management
- o Real time projects in distributed technology
- o Communicative skills
- Developing web services
- Developing Animation using Flash
- XML and Web services
- o ASP.Net

Data structures and Algorithms

Technology Up gradation

- Up graded the internet leased line from 10 Mbps to 12Mbps.
- Wi- Fi Connectivity
- High- Grade Web server
- A dedicated host to facilitate Online Registration for the State Level Intercollegiate Competition
- Microsoft Software Campus license
- 4.6 Amount spent on maintenance ₹ in lakhs:

i)	ICT	22

ii) Campus Infrastructure and facilities	1.186
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Total	25.54
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Criterion - V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC plays an important role in enhancing awareness of student support services.

Awareness is brought through

- Calendar
- Department and college notice board
- Mentor ward system
- Public Addressing System
- Parent Teacher's Association
- Student council and Student Forum

5.2 Efforts made by the Institution	for tracking the	progression
-------------------------------------	------------------	-------------

- Feedback from Students, Parents and Alumnae
- CIA, Progress Report, Semester exams, analysis of entry -exit behaviour
- Mentors record
- 5.3 (a) Total Number of students

UG	PG	Ph. D.	M.Phil	Others
4026	499	77	36	30

(b) No. of students outside the state

32

(c) No. of international students

7

Men

No	%	
18	0.4	

Women

No	%
4650	99.6

Last Year						This Y	'ear				
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
114	202	5	1506	4	1831	130	212	7	1577	10	1936

Demand ratio 98.5%

Dropout % 3.21%

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

NET- SLET Coaching, IAS coaching, Workshop on Soft skills, communication skills, Quantitative aptitude course

No. of students beneficiaries

4668

5.5 No. of students qualified in these examinations

NET

11	SET/SLET
11	

5 GATE

		1
		ı
1		ı
1		ı
		ı

CAT

1
1

IAS/IPS etc

~ ~~
State PSC

UPSC

11

5.6 Details of student counselling and	d career guidance
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- 1. Mentor-ward system—for all UG students
- 2. Counselling by class teachers- For all students
- 3. A trained full time counsellor is appointed.

Career oriented programmes are conducted by all the departments

No. of students benefitted

1185

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
24	576	172	95

5.8 Details of gender sensitization programmes

- The course "gender Studies" is part of our curriculum
- The representatives from each dept. constitute the "gender club" and take part in all the activities of Women's Studies Centre
- Few students participated in the symposium on Developing Professional skills and Gender Sensitization conducted by BDU.
- A certificate course on 'Gender and Development' is conducted by Women's Studies Centre, HCC

5

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level -
level -

5.10 Scholarships and Financial Support

	Number of students	Amount (₹)
Financial support from institution	255	5,97,900
Financial support from government	2193	76,58,171
Financial support from other sources (Sitaram Jindal Trust Scholarship)	20	85,200
Number of students who received International/ National recognitions	7 (PM's award)	15,500

5 11	Student	organised /	initiatives
J.11	Student	organiscu /	mmanves

Fairs	: State/ University level	1	National level	International level	
Exhibition	n: State/ University level	1	National level	International level [

The students take initiative in organizing Department Association meetings, General Assemblies to commemorate special events in the college and celebration of National and Religious festivals and play a vital role in conducting various cultural and talent oriented programmes. (Quiz and Debate)

10

Educational tours, fine arts programme are organized by the students

5.12 No. of social initiatives undertaken by the students

Department Activity Part IV Clubs/Associations Helmet Rally Voice testing camp Audiology A Science cum Health exhibition for rural school students-**Biochemistry** 'BIO-SCINTILLATORS', Blood Typing Camp **Botany** A training programme for Higher Secondary school teachers. A training programme on Green Chemistry Practical for Higher Chemistry Secondary school teachers. History Self Help group Exhibition **Physics** Science Day exhibition-1 Rehabilitation Science District Sports Meet for differently able students. Social Work 35 initiatives Training for SHG on Azolla cultivation Zoology

5.13 Major grievances of students (if any) redressed:

The students who graduated in their major with specialisations were restricted for admission to B.Ed course. This grievance was addressed by obtaining the Equivalency certificate from Higher Education, (K2) Department TN.

The basic amenities were improved as per the request of students, which includes 3 more RO water treatment plants, improved canteen facilities and additional rest rooms.

Criterion - VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: To reveal to all people the merciful love of the father and the liberating power of the Paschal Mystery through the ministry of education

Mission: We strive to form academically excelling individuals committed to God and to social growth using all their endowments.

6.2 Does the Institution has a management Information System

Yes. Already existing Information system is upgraded with High-grade on-line MIS system established in the college for better performance.

- 6.3 Quality improvement strategies adopted by the institution for each of the following:
 - 6.3.1 Curriculum Development

The college upgraded its curriculum on par with the national and International standards. Curriculum internal auditing was done.

6.3.2 Teaching and Learning

HCC adopted the best teaching practices which motivated the students to attain the high scores.

6.3.3 Examination and Evaluation

The transparent evaluation system of the college made the students attain the high pass percentage.

6.3.4 Research and Development

Encouraging the faculty by award and recognition, the institution had developed a research ambience resulting in the admission of more research scholars and development of infrastructure through the major and minor projects.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Inclusion of more number of books, journals, CDs in the library

Usage of internet through high speed connection, developing e-content, on-line seminars, smart classes, Wi-fi connection, free internet access to students

Common instrumentation centre with rare and costly instruments like GC-MS leads to advanced research, which encourages scholars from other institutions.

6.3.6 Human Resource Management

Organizing Intensive training, personality development, skill- oriented programmes, workshops, seminars, campus interviews, off campus interviews that helped to achieve high placement ratio.

6.3.7 Faculty and Staff recruitment

Strictly adheres to the norms of the Directorate of Collegiate Education and UGC.

6.3.8 Industry Interaction / Collaboration

It is mandatory for each department to have at least one MOU with industry

6.3.9 Admission of Students

Strictly adheres to the norms of government applicable to the minority institutions.

6.4 Welfare schemes for

Teaching	 Health insurance Retreats, Orientation Recognition- awards Counselling Celebrations- Teacher's day, Christmas, Holy Cross feast Management sponsored staff tour
Non teaching	 Health Insurance Loan facility Counselling Retreats Recognition- Awards Celebrations- Christmas, Holy Cross, Feast Management sponsored staff tour Scholarship for the children of the non - teaching staff
Students	 Noon meal Library- loan book, Book bank financial support to deserving students free medical check-up Counselling Celebrations- Teacher's day, Christmas, Holy Cross feast day

6.5 Tot	al corni	ıs fund	generated

₹ 47,500 /-

6.6 Whether annual financial audit has been done

Yes	✓	No	
	1		•

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

Audit Type	Ext	ternal	Internal		
rudit Type	Yes/No	Agency	Yes/No	Authority	
Academic			Yes	IQAC Team	
Administrative		AG Chennai RJD Trichy	Yes	Samy & Rajhu audit office Trichy	

6.8 Does the University/ Autonomous College declares results within 30 days?
For UG Programmes Yes 🗸 No 🛒
For PG Programmes Yes 🗸 No 🕎
6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?
The examination reforms were done according to the institutional policies based on curriculum, teaching, learning and evaluation process and made transparent.
6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?
6.11 Activities and support from the Alumni Association
Networking of Alumni website, news letter
Establishment of Parent forum through which they support/ cater the need of poor
students and give counselling to the parents
HRD run by Alumnae Funding
Alumnae scholarships for the economically poor students
6.12 Activities and support from the Parent – Teacher Association
The Parent –Teacher Association met and had discussion on ward's needs and progress
The parents were encouraged to participate in awareness programmes, natural health
care, organized by the institution
6.13 Development programmes for support staff
Trained in preparation of mushroom and medicinal oil
6.14 Initiatives taken by the institution to make the campus eco-friendly
The institution has followed green building concepts, plastic free campus, green and
clean campus.

Criterion - VII

7. Innovations and Best Practices

- 7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution.. Give details.
 - ✓ Modernization of the teaching through Smart classes in all the departments,
 Video Conferencing
 - ✓ Trained the faculty for e-content preparation and the Course CD released
 - ✓ Change of pattern of seminar and field based assignment submitted by the students
 - ✓ New patents obtained through innovative research
- 7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

The Staff council (Principal, HoDs, Deans, and IQAC team) conducted a meeting to review the proposed annual plan for the previous year. HoDs presented the department annual plan for the new academic year (2014-15).

- 7.3 Give two Best Practices of the institution. (please see the format in the NAAC Self-study Manuals)
 - Revision of curriculum based on feedback and on par with the national and international standards
 - ➤ More number of skill based elective and optional papers
 - > Extra credits for the high achievers
 - ➤ Value education, capacity building, rural enrichment and gender studies to all UG students

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

- 7.4 Contribution to environmental awareness / protection
 - Environmental Studies A Compulsory Course for all students
 - ➤ Green building concepts
 - ➤ Plastic free campus
 - Green and clean campus.

7.5 Whether environmental audit was conducted?	Yes	✓	No	L_
		./		•

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

- Periodic revision of curriculum enables the students become employable, curriculum is based on the feed-back of stake holders
- Change of attitude of students and parents towards education which resulted in overwhelming response to programmes in Arts and Science colleges
- Net working with industries, institutions and MNCs provide employment opportunities
- Retirement of large number of experienced staff
- The College has submitted a Proposal to RUSA for 3 parameters (Infrastructure, Research and Equity Initiatives)

8. Plans of Institution for next year

The Annual plan of the Institution focuses on curriculum, teaching, learning and evaluation, research, consultancy and extension and Infrastructure for the betterment and holistic development of the student community. The college works towards becoming a College of Excellence.

Curriculum

- To introduce more Interdisciplinary courses and encourage Interdisciplinary Research
- Institution Industry Tie-up is made mandatory for all Departments (at least one)

Teaching, Learning and Evaluation

- E-content to be prepared at least for one course by each Staff
- Creation of a Blog by every individual Staff

Research / Publications

- To present and publish 30 research papers in reputed journals with high Impact Factor and publish 4 Books.
- To organize International Seminars/Workshops (3), National Conferences / Seminars (8), Regional Workshops/Seminars (12)
- To procure Major projects (4), Minor projects (11)

Consultancy

- Training for School Teachers
- To provide honorary consultancy to Institution and Courses related to Rehabilitation Science and Special Education
- To provide consultancy for CEMA, Madha T.V. by the Faculty of Visual Communication

Extension

- RESCAPES (Rural Enrichment through Student and Community Action and Participation for Environmental Sustainability)
 - > BMI, Hb(g), Blood grouping, Disability screening and Hearing assessment in Thiruvasi, Paachur, Kuruvampatty villages.
 - Veterinary camp at Kuruvampatty village.
 - > Medical camp at Ayyampalayam village.
 - > Legal aid programme at Ayikudi village.
 - Herbal oil preparation training for the women's in adopted villages and for the Ayikudi community college students.
- Department of Audiology and Biochemistry
 - Medical Camps to be conducted (7)
- · Departments of English, Physics and Biochemistry
 - > Exhibitions to be organized (3)

Infrastructure

- To Construct a new building with Research Hub, Gym, 9 fully equipped Class rooms (Proposed to RUSA)
- Barrier free environment for the differently abled.

Name: Dr. K. Maria Eugenie Pia

K. Maria Engenie Pia

Signature of the Coordinator, IQAC

Co-Ordinator

Q A C

Holy Cross College

(Autonomous)

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Name: Dr. (Sr.) Jeusin Francis

Signature of the Chairperson, IQAC

PRINCIPAL
HOLY CROSS COLLEGE

(AUTONOMOUS)

ANNEXURE II

Analysis of Feedback from the Stakeholders

S.No.	Stakeholder	Parameter	Excellent	Satisfactory	To be Improved
1.	Alumni	Curriculum	(%) 10	(%) 75	(%) 15
		Library	50	40	10
		Canteen	-	20	80
		Laboratory	80	20	-
2.	Parents	Curriculum	10	75	15
		Teaching / Learning / Testing	25	65	10
		Extension Activities	10	85	5
		Infrastructure / Student Support and Progression	20	70	10
		Organization & Management	20	65	15
		Healthy Practices	-	90	10
3.	Employers	Curriculum	30	60	10
		Skill Training	10	70	20
4.	Students	Curriculum	25	60	15
		Library	40	50	10
		Infrastructure	40	50	10
		Laboratory	60	30	10
		Teachers - Teaching	60	30	10
