

Annual Quality Assurance Report (AQAR)

(2016 – 2017)

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

2016 – 2017

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

I. Details of the Institution

1.1 Name of the Institution	HOLY CROSS COLLEGE (Autonomous) TIRUCHIRAPPALLI
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 Institution:	Dr. (Sr.) Christina Bridget, A.
Tel. No. with STD Code:	0431 - 2701609

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOCGN 18879)

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)

1.5 Website address:

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGA	Year of Accreditation	Validity Period (Year)
1	1 st Cycle	5 Star Status	-	1999	5
2	2 nd Cycle	A Grade	88.5	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

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

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

NAAC Peer team visit was during 2012-2013 for 3rd cycle of accreditation

- i. AQAR ___ 2013 – 2014 ___ 10-07-2014 ___ (DD/MM/YYYY)
- ii. AQAR ___ 2014 – 2015 ___ 08-07-2015 ___ (DD/MM/YYYY)
- iii. AQAR ___ 2015 – 2016 ___ 06-07-2016 ___ (DD/MM/YYYY)
- iv. AQAR ___ 2016 - 2017 ___ 10-07-2017 ___ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

Bharathidasan University,
Tiruchirappalli

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

Autonomy by State/Central Govt. / University	<input checked="" type="checkbox"/>		
University with Potential for Excellence	<input type="checkbox"/>	UGC-CPE 2 nd phase	<input checked="" type="checkbox"/>
DBT Star Scheme	<input checked="" type="checkbox"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input checked="" type="checkbox"/>	DST-FIST	<input checked="" type="checkbox"/>
UGC-Innovative PG programmes	<input type="checkbox"/>	Any other (<i>Specify</i>)	<input type="text" value="RCI, AICTE"/>
UGC-COP Programmes	<input checked="" type="checkbox"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="5 + 1 (Co-ordinator)"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="1"/>
2.3 No. of students	<input type="text" value="2"/>
2.4 No. of Management representatives	<input type="text" value="1"/>
2.5 No. of Alumni	<input type="text" value="-"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="-"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="-"/>
2.8 No. of other External Experts	<input type="text" value="2"/>
2.9 Total No. of members	<input type="text" value="12"/>

2.10 No. of IQAC meetings held : 25

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

1. Being and becoming a Leader of Excellence
2. Self discipline and goal setting for students
3. “National Policy of Higher Education” for the Teaching Faculty
4. “Self-discipline, goal setting to be an Excellent Holy Crossian” for all I U.G. students
5. “Win your Weakness” for I and II Year U.G. students
6. Orientation for new recruits and in-charge of SBE I & II on newly framed syllabus of SBE I and SBE II (for both shift I and Shift II)
7. Evaluation Methodologies for newly joined faculty
8. Networking and Team Management
9. Becoming effective leaders
10. Workshop on “Making A Difference Together”
11. Ethical Teaching
12. Networking and Innovation
13. Research Initiatives and proposal for various funding agencies & Publications
14. Team Building

2.14 Significant Activities and contributions made by IQAC

- The college has been awarded CPE - 2nd Phase by UGC, 2017-2022
- Participated in NIRF 2017, HRD India, obtained 26th Rank at National level, 11th Rank at State level and 2nd Rank at District level among Arts & Science Colleges
- Preparation, Consolidation and Submission of AQAR 2016 – 2017
- Revision of Examination reforms- 2 Internal tests for all SBE Papers
- Revision of curriculum/syllabi for III UG and II PG
- Restructured the Feedback Proforma from various stakeholders
- Feedback from students, Alumni, Parents and Self-Appraisal from Teachers collected, analysed & consolidated
- Orientation and training for the newly recruited Staff
- Faculty Development programme
- Leadership training and motivation to students (SCMs, Secretaries of various forums and newly admitted graduates)

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
To consolidate the data for AQAR report for the year 2016 - 2017	Organized Core committee meetings on 23 rd June, and from 27 th June - 8 th July, 2017
To chalk out plans for AQAR 2017 - 2018	The Sub-committees according to NAAC parameters were formed with Staff representatives from various Departments.
Examination reforms	Revision of Examination pattern - 2 Internal tests for all SBE Papers was approved by Staff Council with immediate effect
Revision of Syllabi	Revision of curriculum/syllabi for II UG and II PG – new syllabi prepared and presented in the Board of Studies of the various Departments and passed by the Academic Council
To conduct orientation and Faculty Development Programmes (Shifts I & II)	Conducted a programme on RESCAPES on 5 th July 2016 for newly recruited and RESCAPES in-charge teachers of Shift I and Shift II. Awareness Session on “National Policy of Higher Education” for the Teaching Faculty on 29 th August 2016 Two day Orientation Programme on Evaluation Methodologies on 24 th and 25 th October 2016 for teachers with less than 5 years of Service
To conduct orientation programmes for the Students of Shifts I & II	17 th and 18 th June 2016 – A two day intensive workshop on “Being and becoming a Leader of Excellence” for student leaders 1 st August 2016 – Orientation session for all 1 st year students on “Self discipline and goal setting” 16 th and 17 th September 2016 – Two day orientation on “Win your Weakness” was conducted for I and II year students of all departments in various slots
To participate in Conferences/workshops and seminars at National level	➤ National Seminar on “New Education Policy” ➤ Tamil Nadu College Convention on National Education Policy 2016
To present papers in National Conference	Paper entitled “Benchmarking of Student Performance Indicators in Holy Cross College (Autonomous) Tiruchirappalli, was presented at the Three day Conference on “Benchmarking Procedures and Practices for Quality Enhancement in Higher Education” organized by Christ University, Bangalore held from 22 nd to 24 th November 2016

To collect Feedback from students, Alumni, Parents and Self-Appraisal from Teachers	Collected from September 2016 to February 2017 and the responses were consolidated.
To participate in the National Institutional Ranking Framework (NIRF 2017)	The Institutional data was submitted in DCS of NIRF Website on 29 th November 2016 and obtained 26 th Rank at National Level, 11 th Rank at State Level, 2 nd Rank at District Level among Arts & Science Colleges
To verify the data submitted by the respective Departments for AQAR 2016 - 2017	The sub-committees verified the proof and collected the data from the department as per the schedule
To organize orientation programme for the newly recruited staff (Shifts I & II)	Two day workshop on “Making A Difference Together” on 12 th and 13 th June 2017 (For Staff with experience less than 3 years) Staff Benefitted: 77
To organize an orientation programme for the teaching staff at the beginning of the Academic year 2016 – 2017 (Shifts I & II)	Conducted on 14 th and 15 th June 2017 1. Ethical Teaching 2. Networking and Innovation 3. Research Initiatives and proposal preparation for various funding agencies & Publications 4. Publications for various funding agencies Staff Benefitted: 255
Submission of annual plan of Departments and review of the activities of the previous year	Checked for alliance with the proposed one & to accommodate the new trends and developments on 3 rd – 6 th July 2017

* Attach the Academic Calendar of the year as Annexure. – Annexure 1

2.15 Whether the AQAR was placed in statutory body Yes No
Management Syndicate Any other body

Provide the details of the action taken

Report is approved by the Management Committee
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Annexure 1
Academic Calendar of IQAC

S.No.	Schedule	Agenda
1.	17 th June 2016 – 6 th July, 2016	Preparation of AQAR- with different NAAC parameters' Co-ordinators
2.	4 th July 2016	Submission of Annual Plans 2016 – 2017 by the Heads of the various Departments
3.	5 th July 2016	Consolidation of the Plans of the Institution
4.	5 th July, 2016	Orientation on Extension Activities to the Staff representatives of all Departments and new recruits
5.	6 th July, 2016	Submission of AQAR for 2015 - 2016
6.	24 th July 2016	Vice Principal and Dean of Extension participated in one day National Seminar on “New Education Policy” organized by Consortium of Christian Minority Higher Educational Institutions in Stella Maris College, Chennai
7.	1 st August 2016	Orientation session for all 1 st year students on “Self discipline and goal setting”
8.	12 th August 2016	Team of IQAC represented our College in Tamil Nadu College Convention on National Education Policy 2016 organized by Jesuit Higher Education Commission of Tamilnadu,, All India Association of Christian Higher Education, New Delhi and Xavier Board of Higher Education in India, Tamil Nadu Region at St. Joseph’s College, Tiruchirappalli
9.	10 th September, 2016	Parent Forum Meet – Collection and Consolidation of Feedback from the Parents
10.	16 th and 17 th September 2016	Two day orientation on “Win your Weakness” was conducted for I and II year students of all departments in various slots
11.	1 st October to 29 th November 2016	The IQAC was instrumental in working at the Data Capturing Process for National Institutional Ranking Framework (NIRF) 2017 and has worked meticulously in various teams with staff representatives for the parameters “Teaching, Learning and Resources,” “Research and Professional Practices,” “Graduation Outcomes,” “Outreach and Inclusivity,” and “Perception”, outlined in the Ranking Framework Methodology during the Months of October and November 2016.
12.	24 th and 25 th October 2016	Two day Orientation Programme on Evaluation Methodologies for teachers with less than 5 years of Service
13.	18 th November 2016	Revision of Examination pattern - 2 Internal tests

		for all SBE Papers was approved by Staff Council with immediate effect
14.	29 th November 2016	The Institutional data for Discipline specific Rank for Arts/ Science/ Humanities/Commerce, was submitted in the Data Capturing System (DCS) format provided in the NIRF website. Subsequently, the supportive documents in the form of annexure were posted in our College Website.
15.	13 th to 15 th December 2016	A Workshop on Preparation of NAAC documentation was organized for the Staff Representatives of the various NAAC parameters to prepare and consolidate the Self Study Report for NAAC.
16.	21 st January 2017	Feedback from Outgone students was collected and consolidated
17.	23 rd & 24 th January, 2017	The Core Committee meeting to discuss various strategies of collection of proof documents related to AQAR and planned the schedule for the collection of the same during the months of February and March 2017
18.	13 th March 2017	“Being an Effective leader” was conducted for Part IV leaders and SCMs
19.	15 th -17 th March, 2017	Criteria for Self-evaluation of faculty and feedback forms for students and alumnae were framed to be made online with IMIS
20.	22 nd & 23 rd March, 2017	Verification and collection of proof documents by the coordinators of each NAAC parameter
21.	3 rd April 2017	The results of the NIRF Ranking was announced in the NIRF Website and our Institution Holy Cross College, Tiruchirappalli obtained 26 th Rank at National Level, 11 th Rank at State Level, 2 nd Rank at District Level among Arts & Science Colleges
22.	10 th June 2017	A session on Networking and Team Management was conducted for 22 Sisters of the Holy Cross of the Board of Management
23.	12 th & 13 th June, 2017	Orientation Programme for all Teaching Faculty with less than 3 years experience – Making a Difference Together Staff Benefitted: 77 (Shifts I & II)
24.	14 th June 2017	Orientation for faculty on Ethical Teaching Staff Benefitted: 255

25.	15 th June 2017	Orientation programme for the Teaching staff on “Networking and Innovation” Staff Benefitted: 255
26.	15 th June 2017	Research Initiatives and Proposal Preparation for various funding agencies & Publications Staff Benefitted: 255
27.	24 th June 2017	Workshop on Team Building Administrative Staff Benefitted: 109
28.	21 st June to 7 th July 2017	IQAC Meetings ➤ Core committee members along with individual Staff representatives of each NAAC parameter consolidated the data for the AQAR 2016 – 2017
29.	19 th & 20 th June, 2017	Leadership training for all SCM, Secretaries of Sports, Fine Arts of all Departments (Shifts I & II)- Beneficiaries – 67
30.	27 th June, 2017	Submission of Annual Plan for 2017 – 2018 by various Departments
31.	30 th June, 2017	Consolidation of Institution Plans for the Academic year 2017-18

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph.D.	13		10	
M.Phil.	10	1	11	
PG	17	1	13	
UG	22		12	
PG Diploma	4		4	
Advanced Diploma	2			
Diploma	3			
Certificate	4			
Others (Bridge Course)	1			
Post Doctoral fellowship		1		
Total	76	3	50	
Interdisciplinary	-			
Innovative	1			

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

- Curriculum is modified by the recommendations of the Regulatory Bodies to make it - appropriate and industry – relevant to meet the job requirements and needs of the society at regional, national and international levels.
- Being the First College to launch Choice Based Credit System in Bharathidasan University the Curriculum provides flexible choice to the students keeping in view the Globalization of Higher Education.
- Academic flexibility is also provided with the CBCS of offering of interdisciplinary/optional/non major elective courses (NME) for the students to choose from any discipline which gives lateral and vertical mobility to UG and PG Students.
- The highlights of the new innovative curriculum are as follows:
 - Flexibility for the student to innovate and choose a course structure to suit individual needs and areas of interest.
 - Possibility to accumulate accelerated credits in the three year course period.
 - Possibility of credit transfers and acceptance from other accredited and approved institutions and vice versa.

- A unique opportunity to study basic arts and sciences without missing out the professional dimension of career oriented applied studies. This facilitates both vertical and horizontal mobility for the students.
- The new curriculum enables students to choose courses from a combination of disciplines to suit individual needs with career opportunities.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	41 (all UG and PG)
Trimester	-
Annual	25 (M.Phil., Ph.D., PG Diploma)

1.3 Feedback from stakeholders* *(On all aspects)*

Alumni Parents Employers Students

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

**Please provide an analysis of the feedback in the Annexure*

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

- All the Departments have restructured the curriculum and modified the syllabi for all II UG and II PG programmes in accordance with the feedback received from the student representatives present at the Board of Studies.
- Lab Cum Theory papers were introduced for certain courses.
- Special papers for the M.Phil. courses were revised
- Placement training was offered for one full Semester for few programmes
- The newly framed course content from all departments was sent to subject experts for validating the syllabi

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

- Yes.
- M.Phil. Mathematics & M.Sc. Psychology - Affiliated to Bharathidasan University
 - Department of Physical Education entered into the regular curriculum by offering a Non Major Elective (NME) for III UG students

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
70	42	28	-	-

2.2 No. of permanent faculty with Ph.D.

53

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	46	-	-	-	-	-	-	-	46

2.4 No. of Guest and Visiting faculty and Temporary faculty

2

6

155

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	18	14	16
Presented papers	78	13	10
Resource Persons	1	7	6

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

<ul style="list-style-type: none"> • Pre Viva Exam • Clinical Conferences • Camps • Adopted Practical Learning Methods • School Screening for Incidence & Prevalence of Communication Disorders • Oral or Poster Presentation • Summer Internship made Mandatory for Extra Credit • E-Content, Assignment as Album Preparation • Usage of Smart Board • Assignment Based on Field Study • Compulsory Paper Presentation and On The Job Training • Preparation of Business Project Proposal • Power Point Presentation • Interactive Classes • Group Discussion 	<ul style="list-style-type: none"> <input type="checkbox"/> Visual Learning <input type="checkbox"/> Brain Storming <input type="checkbox"/> Mind Mapping <input type="checkbox"/> Field Visits <input type="checkbox"/> Blog <input type="checkbox"/> Online Quiz <input type="checkbox"/> Use of Flow Charts <input type="checkbox"/> Static and Working Models <input type="checkbox"/> Role Plays <input type="checkbox"/> Self Learning <input type="checkbox"/> Open Book System <input type="checkbox"/> Case Studies <input type="checkbox"/> Poster Presentation <input type="checkbox"/> Text Book Published <input type="checkbox"/> Industrial Visits <input type="checkbox"/> Documentary <input type="checkbox"/> Short Films <input type="checkbox"/> Mock Press <input type="checkbox"/> Virtual Lab for On-Line and off-Line Practical <input type="checkbox"/> Social Initiatives
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2.7 Total No. of actual teaching days during this academic year

186

2.8 Examination/ Evaluation Reforms initiated by the Institution

(for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- Two Internal Tests and Quiz for all SBE Papers
- Online Quiz for III UG and II PG programmes is a regular feature
- The component of Part A for both Internal and External Exams comprises of Objective pattern of questions (MCQs, Match & Choose, Assertion and Reasoning) and Semi-objective including all levels such as Knowledge, Understanding, Analysis and Application
- Quiz component of CIA comprises of objective testing only
- Open Book Quiz in few programs
- Question Banks for Main Core papers
- Double valuation for PG and M.Phil. Programmes
- Revaluation for the students, if needed
- Students were permitted to appear in the supplementary exams who were not able to get through in 5th and 6th Semesters

2.9 Number of faculty members involved in curriculum restructuring/revision/ syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

Board of Studies of our college	In other Colleges	
	Curriculum Development	Faculty Development
All Faculty	3	8

2.10 Average percentage of attendance of students

92

2.11 Course/ Programmewise distribution of pass percentage:

UG – Shift I							
Title of the Programme	Total no. of students appeared	Division (%)					
		Outstanding	Distinction	I Class	II Class	III Class	Pass %
Mathematics	78	5.13	46.15	37.18	8.97	--	97.44
Physics	68	2.94	30.88	58.82	4.41	--	97.06
Chemistry	129	0.78	16.28	55.81	15.50	--	88.37
Botany	40	2.50	22.50	57.50	12.50	--	95.00
Zoology	55	9.09	23.64	38.18	20.00	--	90.91
Biochemistry	37	--	18.92	35.14	35.14	--	89.19
Computer Applications	99	--	18.18	70.71	7.07	--	95.96
Rehabilitation Science	37	--	5.41	43.24	35.14	--	83.78
Visual Communication	30	--	--	60.00	20.00	--	80.00
History	48	--	2.08	25.00	58.33	--	85.42
Economics	25	--	--	16.00	64.00	20.00	100
English Literature	72	--	2.78	56.94	29.17	6.94	95.83
Commerce	137	0.73	18.25	51.82	24.82	2.92	98.54
Business Administration	68	--	--	51.47	35.29	4.41	91.18
Audiology and Speech Language Pathology	14	--	--	92.86	7.14	--	100

UG – Shift II							
Title of the Programme	Total no. of students appeared	Division (%)					
		Outstanding	Distinction	I Class	II Class	III Class	Pass %
Mathematics	134	3.73	15.67	57.46	10.45	0.75	88.06
Physics	47	--	6.38	61.70	27.66	--	95.74
Chemistry	47	--	4.26	61.70	25.53	2.13	93.62
Computer Science	43	--	37.21	58.14	4.65	--	100
English Literature	118	--	--	26.27	47.46	8.47	82.20
Commerce	132	--	--	33.33	50.00	5.30	88.64
Business Administration	40	--	--	10.00	45.00	15.00	70.00

PG – Shift I						
Title of the Programme	Total no. of students appeared	Division (%)				
		Outstanding	Distinction	I Class	II Class	Pass %
Mathematics	28	--	32.14	64.29	--	96.43
Physics	16	6.25	25.00	62.50	--	93.75
Chemistry	22	--	22.73	63.64	--	86.36
Botany	9	11.11	22.22	55.56	--	88.89
Zoology	3	--	--	66.67	--	66.67
Biotechnology	2	50.00	50.00	--	--	100.00
Bioinformatics	2	--	100.00	--	--	100.00
Computer Applications	18	5.56	27.78	44.44	--	77.78
Computer Applications (Lateral Entry)	100	14.29	28.57	57.14	--	100.00
Media And Communication	6	--	--	66.67	--	66.67
Rehabilitation Science	15	--	33.33	40.00	--	73.33
Social Work	19	--	15.79	68.42	--	84.21
Economics	4	--		50.00	25.00	75.00
English Literature	23	--	8.70	60.87	21.74	91.30
Commerce	26	--	7.69	69.23	11.54	88.46

PG – Shift II						
Title of the Programme	Total no. of students appeared	Division (%)				
		Distinction	I Class	II Class	III Class	Pass %
Computer Science	9	--	22.22	77.78	--	100.00

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

- Based on the pass percent the IQAC sets benchmarks for monitoring and evaluating system for teaching & learning processes
- The CIA components are revised (inclusion of two tests, Quiz for SBE courses) & made students to improve their Internal Assessment
- Faculty is evaluated by Students, Peers, HoD and Principal and the feedback is made known to the staff members for fine tuning their performance
- Monitors the different modes of teaching (updated) practised by the teachers
- Remedial courses for the slow-learners and encourages the high achievers towards extra credits
- Insists on scoring 100% pass in all courses.
- Encourages to minimize the pass in III class and to secure I and II classes in selected Departments

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	4
UGC – Faculty Improvement Programme	1
HRD programmes	1
Orientation programmes	18
Faculty exchange programme	-
Staff training conducted by the university	3
Staff training conducted by the Department	22
Staff training conducted by other institutions	8
Summer / Winter schools, Workshops, etc.	15
Summer / Winter schools, Workshops by the Department	7
Others	65

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	26	37	-	24
Technical Staff	-	-	-	4

Criterion – III

3. Research, Consultancy and Extension

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

- Organizing Orientation on Proposal writing on Research & Development for various funding agencies for faculty
- Workshops on Research methodologies for Research scholars
- Research, Curriculum and Extension programmes strengthened to improve Research climate
- Infrastructure facilities added to promote quality research
- More research scholars enrolled and benefitted from the expertise of our research supervisors
- The highlights of extension programmes interlinked with research focussed on socially relevant issues.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		2		
Outlay in ₹ Lakhs		12.894		

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		3	2	
Outlay in ₹ Lakhs		3.36	2.70	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	132	-	-
Non-Peer Review Journals	17	-	-
e-Journals	-	5	
Conference proceedings	-	-	4

3.5 Details on Impact factor of publications:

Range	0.1 - 11.62	Average	4.01
h-index	25 - 30	Nos. in SCOPUS	3

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

Nature of the Project	Duration (Year)	Name of the Funding Agency	Total grant sanctioned	Received ₹)
Major projects	3 2	UGC (1) ICSSR (1)	989460 300000	599990 85000
Minor Projects	2	UGC(2)	270000	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)	-	-	-	-
Any other (Specify)	2	Post Doctoral Fellowship	1920000	960000
Total			3479460	1644990

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST

DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
2nd Phase

INSPIRE CE Any Other (specify)
DST-FIST

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	3	5	7		28
Sponsoring agencies		UGC			College RCI

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

3.13 No. of collaborations International National by other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency from Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
4	-	4	-	-	-	-

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

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

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

JRF SRF PDF Project Fellow Any other
(Govt. Scholarship)

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level	76	State level	45
National level	9	International level	-

3.23 No. of Awards won in NSS*:

University level	-	State level	1
National level	-	International level	-

- Applied for Indira Gandhi National Award applied for 2014-15, 2015-16, 2016-17

3.24 No. of Awards won in NCC:

University level	-	State level	8
National level	2	International level	-

3.25 No. of Extension activities organized

University forum	-	College forum	-
NCC	8	NSS	24
		Any other	179

(RESCAPES, AICUF, ROTARACT, EXNORA, Women’s Study Centre, Red Ribbon Club, Youth Red Cross, Women’s Cell, Citizen’s Consumer Club, EDC, Genius Club, Holy Cross Community Radio, Gender Club, Legal Aid Clinic)

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

Extension Activities

- Awareness Programme on
 - Drug Addiction, Education, Nutrition, Health and Hygiene, Conservation of Environment
- “Girls Child Rights and Personal Safety”
- Legal Aid
- Legal Rights for women
- Consumer Rights
- Human Rights
- Safety and usage of cylinders
- HIV - AIDS
- Importance of Emergency service – 108
- Blood Bank Helpline – 10910
- Women Helpline – 1091
- First Aid Service - 104
- Yoga and Life Style Diseases

- Breast Cancer and Mammogram
- New Education policy
- Hepatitis virus
- Tailoring Training Programme
- Visit to Old Aged Homes
- Organising Skill Oriented Courses for economically backward women through EDC

Institutional Social Responsibilities

- **Tree Plantation – “Each One, Plant One -2017”**
 - On 31-03-2017 Holy Cross College (Autonomous) & Thulir Foundation together organized Tree Plantation at Thirupanjalee Village - 650 various varieties of saplings and 500 Palm seeds were sown.
 - On 7-09-2016 various varieties of saplings (639), were planted in the school campus of the adopted villages by the Nature Club Volunteers.
 - 1130 Burma Teak saplings were freely given to the villagers to encourage the Tree Plantation in their houses and farms.
- Importance of Emergency Service (108 Service) program was conducted at Kariyamanikam village on 14-07-2016, and nearly 100 people benefitted
- Flood Relief – Materials (immediate need like food items, clothing, medicines, household articles) distributed to the victims of Cuddalore
- Flood Relief – Materials (immediate need like food items, clothing, medicines, household articles) distributed to the victims of Vadalur
- Rehabilitation of flood affected villages in Vadalur – Distribution of 48 calves and 38 goats.
- Eradication of *Prosopis julifera* (Ceemaikkaruvelamaram) & Tree Saplings Plantation
 - On 11th & 12th August 2016, 3 ½ acres of land *Prosopis Julifera* was removed at Kottara Kuli Kuttai, Kaniyakudi Village, No.94 Kariyamanikam Panchayat and saplings were planted in that area by our students in the RESCAPES adopted Panchayat of along with the support of Lions Club of Tiruchirappalli
- Blood Donation Camp – 70 units donated by Staff and Students
- Rally on drug abuse and illicit Trafficking
- Leadership and parenting programme in the adopted villages– Number of beneficiaries – 62
- Parenting and Herbal oil preparation training programme in the adopted villages– Azhagiyamanavalam and Thirupanjeele Panchayats- Number of beneficiaries – 68
- Awareness on higher education for rural students at Manachanallur - Number of beneficiaries – 70 girls
- Community Awareness programme - 07-09-2016 to prevent Various Disabilities – Causes and Preventive aspects of various disabilities treatment methods, reservation schemes and policies for PWD’s.
- Breast Cancer Screening Program on 17th September 2016 and on 15 April 2017 - 54 village women were screened in Melavangaram village of Ayikudi Panchayat, 46 were screened in Thirupanjalee village in association with Thenmoli Memorial Trust, Trichy.
- Training programme for the School Children of the RESCAPES adopted villages was held on the topic ways to build a “Positive Self Esteem” on 27-08-2016 and Awareness on Higher Education for Rural Students was also created.
- Program on “Leadership and Parenting” was conducted on 22/09/2016, for 28 Village Women from Ayikudi Panchayat and 34 from Kariyamanikam Panchayat – the need

and importance of Women leadership and empowerment in the society was highlighted.

- Traffic Awareness programme for the public
- Dengue awareness programme for the public
- Integrated Health Screening - 100 school students and 30 villagers were screened and benefited.
 - BMI Screening
 - Hb (g %) Screening
 - Blood Grouping
 - Disability, Vision Screening & Audiology Screening
 - Speech & Articulation Screening, Voice, Fluency testing
- Adult Education and Menstrual Hygiene Programme – Ayakudi Village
- General Medical Check-up at Ayakudi Village
- Legal aid Clinic functions every Wednesday
- International Youth Day
- International Yoga Day
- World Disability Day
- National Voters Day
- Youth Awakening Day
- National Unity Day
- National Constitution Day
- World elders Day - 29/09/2016 - 45 Senior Citizens from Kariyamanikam Village had a Get-together in the college campus – A Talk on Healthy and happy aging, various competitions and recreational activities were held and gifts were distributed to them.
- International Women's Day

NSS Special Camp

Dates: 17-11-2016 to 23-11-2016

Villages: Five Villages (Melavangaram, Kelavangaram, A.K. Nagar, Ayakudi, Akkaraipatti)

Camps:

- General Health Camp – Village Peoples
- Dental Camp – School Children
- Veterinary Camp
- Eye Camp – Village People
- Rallies – Dengue Awareness Rally, Global Warming, Rainwater Harvesting, Eradication of Polio, Avoidance of Plastics
- Tree Plantation – 55 Saplings
- Clean Campus Programme – Ayakudi Village

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	188	1	College	189
Laboratories	34	-	College, DBT, DST, UGC	34
Seminar Halls	8	-	-	8
Library – Reading Hall	6	-	College	6
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	99	2	CPE	101
Value of the equipment purchased during the year (Rs. in Lakhs)	308.39	16.50	CPE	324.89
Software (Rs. in Lakhs)	43.74	0.61	College	44.35

4.2 Computerization of administration and library

CENTRAL LIBRARY

- A self service of book issue and book return for staff and students initiated into the library by setting up new computers and its connections making students responsible to avail service by them is the highlight of the year
- The library collection has reached 119024 books, 2750 CDs and 151 newly subscribed journals, spending Rs.13,07,759 for books and Rs.1,60,938 for journals during this academic year.
- 65656 transactions were carried out in Book Circulation Section.
- The Orientation Program for the freshers' was held from 5th to 08th July 2016 and 1990 students participated in it.
- 65 library volunteers contributed 945 hours of work
- 230 students used the 4 kindle book readers and the Tablets during this academic year.

VIRTUAL LIBRARY

- Virtual library www.crossianslibrary.weebly.com has reached 30196 users. Question papers were uploaded onto Virtual Library.
- A New website www.crossianknowme.weebly.com was created for promoting library services and the latest information was uploaded.

DSPACE

- 2047 Video lessons were linked according to their syllabus in the virtual library in the subjects of Botany, Biology, Bio-Chemistry, Bio-Statistics, Bio-Technology,
- Bio-Informatics, Management, Nursing, Research methodology and Chemistry.
- 2039 Research thesis/dissertations and 455 course syllabus and 92 multimedia documents were uploaded into D Space.
- 164 Ancient Copyright free books, 64 Holy Cross College Old magazines, 154 Question papers, 74 ancient Photos of historical importance, were scanned and uploaded on to D space during this academic year 2016-2017.

PROGRAMS

- A program, to promote research was conducted for all the newly joined staff and the students of PG and M.Phil on 23rd September, 2016 on “Research Managers” software by Dr.Surulinathi Assistant Librarian, Bharathidasan University, Tiruchirappalli.
- A book exhibition cum sale was conducted from 18th to 20th January, 2017 and many benefitted from it.
- A program was carried out in the library to promote library services pasting an awareness leaflet on the College calendars of all the students.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (₹)	No.	Value (₹)	No.	Value (₹)
Text Books	75,809	91,04,142	4294	8,96,171	1,03,556	1,93,91,872
Reference Books	23,453	93,91, 559				
Journals	341	1,37,658	151	1,55,036	492	2,92,694
Digital Database						
e-Books Kindle	934	-		-	934	
e-Journals DELNET (Annual Renewal)	-	11525	-	11525	-	-
N-LIST (Annual Renewal)	-	5000	-	5000	-	-
Other e-Journals	2911	-	2911	-	2911	-
CD & Video	2691	2,55,124	218	30,988	2809	2, 86, 112
Others (specify) (Stationery, Computer Parts, Photo Copy)	-	1,52,221	-	2, 33, 402	-	3, 85, 623

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Office	Departments	Others
Existing	620	11	1	2	2	18	3
Added	41	-	-	-	-	-	-
Total	661	11	1	2	2	18	3

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

- Registration of NME Course and Feedback from students made online.
- Conduct of Quiz made online
- Training on SPSS for students.
- The semester results published in the college website.
- Staff profile updated.
- Students' admission process made online.
- Profile of student maintained.
- Teaching and non teaching staff attendance maintained through biometric devices.
- Students access internet facilities for their practical and project work.
- Students make use of computer lab for their virtual lab practical.
- Purchased new software for persons with visual impairment for training students.
- Recent techniques in evoked potential measurements.
- Upgraded to 50 Mbps 1:1 Internet Lease Line Broadband
- Wi-Fi Connectivity for Staff and Students.
- Dedicated Web Server.
- A dedicated host to facilitate Online Registration for the Intercollegiate Competition.
- Microsoft Software Campus License.
- Maintenance of staff Timetable and workload.
- For Graduates of the Department of Computer Science special programmes were organized
 - Emerging Trends in IT
 - Animation and Multimedia
 - Hands-On Training on DOTNET Technologies
 - Laptop Maintenance and Trouble shooting
 - Big Data Analytics

4.6 Amount spent on maintenance in lakhs :

i) ICT	23.00
ii) Campus Infrastructure and facilities	26.49
iii) Equipments	2.71
iv) Others (Electricity)	10.87

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC plays a significant role in promoting awareness of the various Student Support Services through

- College Calendar
- College and Department Notice Boards
- Mentor ward System
- Public Addressing System
- Parent-Teachers Meeting
- Student Council and Student Forum
- Orientation by Class Teachers
- Association Meetings
- Anti – ragging Cell
- Government and Management Scholarships, Endowments
- Noon Meal Scheme funded by the teaching faculty
- Grievance Cell
- Career guidance, Placement cell & HRD

5.2 Efforts made by the institution for tracking the progression

- Progress Report, CIA, Semester Examinations, Analysis of Entry-Exit Behaviour
- Mentors Record
- Parents Teachers Meet
- Feedback from Parents, Students and Alumnae
- Remedial classes after class hours

5.3 (a) Total Number of students

UG	PG	Ph. D.	M.Phil	Others
4391	477	29	59	32

	No.	%
Men	30	0.58
Women	4958	99.42

(b) No. of students outside the state

2

(c) No. of international students

1

(d)

Last Year (2015-16)						This Year (2016-17)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
103	284	5	1752	-	2144	83	182	7	1523	3	1798

(e)

Demand Ratio	1 : 2.7
Dropout %	4.04%

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

NET – SET coaching, IAS coaching, CSIR coaching, TNPSC Coaching, CA Inter, Soft Skills and communication Training, Quantitative Aptitude course

Number of Student Beneficiaries

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

- Mentor Ward System – for all UG Students
- Counselling by class teachers – for all Students
- Counselling Centre - A trained full time counsellor is available during working hours to offer support and guidance to the students who are in need.
- Legal Aid Clinic
- HRD offers Pre placement training, career guidance, workshop on Interview facing skills and TNPSC Coaching
- Career Development Programmes conducted by all Departments
- Campus interviews have been conducted both on and off campus through HRD by many top companies like MPOWER Young India, AGS Health Care, CapeGemini, EIT, BIG TEMPLE International School, AKT Group of Institutions, Winners Academy, SRV School, Sheik Fathima Girls Matriculation School, R..R. Cambridge, Mckinsey, IDBI Insurance, Cognizant Technologies, Raaj Events, Tenpath Solutions, Sterlite Industries, V Dart Technologies, Aravind Laboratories and Omega Health Care Services

No. of students benefitted Mentor ward System

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
34	1021	272	40

5.8 Details of gender sensitization programmes

- “Gender Studies” is a compulsory course for all II UG students except BASLP
- As per the guidelines of University Grants Commission with the joint initiative of Ministry of Women and Child Development and Ministry of Human Resource Development to implement Gender Champion Club at educational institutions the Gender Club which has been functioned in the College under Women’s Studies Centre since 2011 was renamed as Gender Champion Club from June 2016.
- The interested students of I UG and I PG from each department constitute the “**Gender Champion Club**” as per the guidelines and take part in all the activities of Club and Women’s Studies Centre till the end of their programme.
- II UG students of Shift I and Shift II created awareness on the role of District Legal Services Authority to obtain free legal aid for the poor and needy people at Thirupanjili, Devimangalam, Salakkadu (South), Sengudi, Paalayur, Thaluthalapatti, Ramagiripatti, Paachur, Thiruvasi, Ayikudi and Kuruvampatty during their visit. As part of dissemination the students stacked the basic Legal Information brochure at the common places such as Panchayat office, Schools, Temple, SHG building, bus stops, community halls important persons’ house in the village. On the basis of need identification Legal Awareness Camp was conducted at Thirupanjali village.
- Club members of shift I participated in the programmes on Psychological Challenges faced by Women in Modern Era, Gender Sensitization, Feminism, and Portrayal of Women in Media
- Club members of shift II participated in the programmes on “Are Women Mud Sculptures?”, Gender Equality, Impact of Economic Liberalization on Women and study circle.
- A Bharathidasan University approved Certificate Course in ‘Gender and Development’ is conducted by Women’s Studies Centre, Holy Cross College.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount (Rs.)
Financial support from Institution	311	9,23,465
Financial support from Government	1357	61,30,952
	525	
	124	
Financial support from other sources	12	37,800
	219	
Number of students who received International recognitions	1	8,00,000

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

The students take initiative in organising 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), Educational tours, fine arts programme are organized by the students

S.No.	Department	Activity
1	Part IV Clubs / Associations	<ul style="list-style-type: none"> • Subject oriented, Social and Value based programmes
2	Audiology	<ul style="list-style-type: none"> • Free Audiological hearing evaluation Camps in three adopted villages, rural areas of Tanjore, Iruppukurichi Village, Perudaiyanpatti Village, Kanniakudi Village, and Vivekanandha Arts and Science College near Thiruchengode
3	Bio-chemistry	<ul style="list-style-type: none"> • Health cum Science awareness Exhibition – Bio-scintillators 2017 – Concepts focused were BMI, Health and Hygiene, Food and Nutrition, Environmental Science, First Aid Management and Cancer Biology
4	Bio-technology & Bioinformatics	<ul style="list-style-type: none"> • National Workshop on Basics of Bioinformatics and Computer Aided Drug Design for Life Science Faculty Members, M.Phil. and Ph.D. Scholars
5	Botany	<ul style="list-style-type: none"> • Awareness in Palaiyur Village • Uses of Azolla , Vermicompost , Amirthakarasal • Uses of Muligaipoochivirati and Vaippalithailam • Summer Training Programme and preparation of Nutritive Food items from Fruits and Millets • Skill Based Hands-on Training Programme on Mushroom Cultivation
6	Business Administration	<ul style="list-style-type: none"> • Rural Women– Empowerment of Women & Preparation of Herbal Oil • Rural School Students Program - • Community Awareness at Thulapatty village on • Adulteration • Procurement of Educational loans • Importance of Women education • Ways to increase Rainfall
7	Chemistry	<ul style="list-style-type: none"> • Awareness on Effects of Plastics • Effects of chemical fertilizers • Effects of pesticides • Effects of air pollution • “ChemExpo 2016” - Awareness on Food Adulteration and Food Toxins, Food Additives and Food Preservation methods
8	Commerce	<ul style="list-style-type: none"> • Awareness programmes conducted in Thaluthalapatty, Sennakkarai, Ayakudi and Palaiyur • Women empowerment & self employment • Ways to avail Agricultural and Educational loans • Business Expo '17 and Comvaganza 2017 – Consumer awareness and Intercollegiate Competitions • Sessions on Economic condition after GST • Cybercrime Awareness and Mobile Phone Tracking • National Conference on Marketing in Current Scenario - Issues and Challenges • Effects of Demonetization
9	Computer Science	<ul style="list-style-type: none"> • Computer Literacy Programmes to the Students of Salakkadu and Sennakkarai - Teaching MS.WORD and Ms. POWERPOINT

		<ul style="list-style-type: none"> • Need and Importance of Higher Education like BSc, MSc, BCA, MCA, BE, B. Tech computer science • Cyberfest '16, Compfest '16 and Web Scintillators '17 focused on competitive efficiency of the students talents • Workshop on “Towards a Happy and Responsible Life in Youth” and Attitude is one’s Altitude”
10	Economics and EDC	<ul style="list-style-type: none"> • Digital Literacy Programme - The Villagers of Thiruvasi were educated regarding - E.B. Payment, Internet Banking, ATM Usage, Gas Booking, applying for Ration Card using charts, model display and Laptop PPT • 419 beneficiaries have benefited from various courses offered by Entrepreneurial Development Centre
11	English Literature	<ul style="list-style-type: none"> • Language Lab conducted training to promote Listening, Speaking, Reading and Writing Skills for in-mades of the Hope Home. • English Language and grammar was taught to the School Children of the 5 adopted villages – Sennakarai, Sengudi, Palaiyur, Valmanapalayam-Melur and Salakadu through <ul style="list-style-type: none"> ○ Play way education ○ Storytelling ○ Competition like drawing, singing ○ Memory Game and Recreational Games like Music chair, ball passing ○ Paragraph and Essay Writing in English • Awareness programmes were conducted for the villages providing Health tips, stressing the importance of Proper diet, Pulses, Grains and their uses • Mass Awareness was created on the importance of constructing a Toilet at home and the hazards of Open Defecation was explained to them
12	History	<ul style="list-style-type: none"> • Awareness creation on the Effects of Prosopis Julifera at Thiruvasi Village and Plantation of Tree Saplings • National Seminar on “Women Trend Setters of the Modern Period”
13	Mathematics	<ul style="list-style-type: none"> • Teaching of Mathematics to school children of the adopted villages – Thiruvasi, Salakadu, Sennakarai, Palaiyur, Kuruvampatty, Ramagiripatty and Valmanapalayam-Melur • Health awareness, significance of Immunization schedule, awareness of Rainy season prone diseases .(Malaria, Dengue, Cholera) • Dissemination of information about Welfare schemes for senior citizen and Schemes for SHG • Math-Spark’ 17 – an intercollegiate competition in which 15 colleges participated in various events
14	Physics	<ul style="list-style-type: none"> • Visit to various Hospitals to gain knowledge on basic principles and working mechanisms of Ophthalmology related instruments, ultrasound sonogram, mammogram and CT scan • The villagers of Palaiyur, Pachur and Salakadu south were educated on the benefits of Solar energy, effects of Global warming, ways of consuming electricity, and Saving water
15	Rehabilitation Science	<ul style="list-style-type: none"> • Screening programme in normal school to identify children with special needs • Vision and Hearing Screening for the school children of the RESCAPES adopted villages

		<ul style="list-style-type: none"> • <i>Thaai Suvai</i> (Mothers Empowerment project) – income generating initiative for mothers of children with special needs • Training RMSA Teachers from 3 blocks namely Trichy, Musiri and Lalgudi. • Parental Counselling for parents of Holy Cross Blossoms Opportunity School • Workshop on Counselling for special educators • Vocational training to adolescents with special needs – Computer Training, Candle Making, Envelope Making, Soap Oil, Tailoring and Spiral Binding • Orientation programme on teaching children with learning disabilities for the parents of the CBR program under SOCSEAD
16	Social Work	<ul style="list-style-type: none"> • Rural Camp Puratchi Kaanal – 2016 in Veerani Village Mannachchanallur Taluk • First Aid Awareness programme is conducted for the School Students • Awareness program for women, ill effects of <i>Prosopis Julifera</i> to the villages • De-addiction awareness program • General Medical Camp • Workshop on Personality Development, Project Planning and Management
17	Tamil, Social Work and RESCAPES	<ul style="list-style-type: none"> • A cultural Fest “<i>MannVasanai</i>” – To highlight the importance of Tamil Culture
18	Value Education	<ul style="list-style-type: none"> • Retreats for UG and PG catholic students. • Orientation for students on Women Empowerment, student’s responsibilities at home, balancing emotions, anger management • Exposure Visit by the students to the Orphanage at Mambazha salai
19	Visual Communication	<ul style="list-style-type: none"> • Pink Declathan-2017- An Awareness Rally for Cancer • National Conference on Media and Society
20	Zoology	<ul style="list-style-type: none"> • Awareness in the Villages of Sennakarai and Gopurapatti • Importance of Azolla, Vermicompost, Panchakavya, mooligai poochi viratti and Amirta karisal • National Conference on Natural Science – Conventional Medicine, Stem cell treatment
21	DMLT	<ul style="list-style-type: none"> • Blood Group Screening Camp • Students of St. Xavier Matric. School (107) and people of Perur (82) • Thyroid Diagnosis camp

5.13 Major grievances of students (if any) redressed:

- Nearly 40% of students expressed need for improvement in the rest room facilities within the campus and accordingly efforts have been made.
- Students expressed the need for provision of safe drinking water; therefore 5 Mistry Fresh RO Water Purifiers have been installed in the campus.

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 have a management Information System?

Yes. The existing Hi-Grade online system continues to function with an increased Broadband lease line upgraded from 30 to 50mbps and Wi-Fi Connectivity.

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

6.3.1 Curriculum Development

- The Curriculum design offers academic flexibility in teaching and learning to empower and train all students to promote research and employability skills.
- With the regional and national emerging trends, certificate, diploma, add on courses, value added, need based courses, skill based courses, and orientation programmes are conducted for the growth and development of student community.
- The main objectives and goals focus on the integral and cognitive enrichment of different levels of students and to provide skill based and value added education
- The designing and restructuring of the curriculum are on par with the national requirements following the guidelines of the University Grants Commission (UGC), CSIR (Council of Scientific and Industrial Research), RCI (Rehabilitation Council of India), Tamil Nadu State council for higher education (TANSCHE) and Bharathidasan University (BDU).
- The developed curriculum was validated by the external subject experts.
- The students through the curriculum acquire leadership skills, communicative skills, team building and teamwork capacities, and the syllabi enable them to excel academically, instil social consciousness and foster holistic development.

6.3.2 Teaching and Learning

- LMS is one of the effective systems that works regularly and focuses on providing effective teaching practice to the staff and higher grade learning process to the students. The system is maintained successfully working on Smart Board classes and e-content preparation. All faculty conduct classes using Smart Board and prepare their own e-content. In addition, PG Students were also trained and made to take the seminars using smart board. 42 e-lessons were prepared during this year.
- Industrial Training, Educational Tours, Self Study Papers, Extra Credits for High Achievers, Field Trips, Internship, Summer Placement were some of the creative teaching and learning methodologies adopted.
- Introduction of Text Books prepared by staff members used as reference books
- International student exchange program was held between HOWEST University, Belgium and Department of Rehabilitation Science, Holy Cross College.

6.3.3 Examination and Evaluation

- Our students have secured 15 University Ranks at UG level and 13 at PG level.
- On-line and Open Book Quiz are conducted periodically
- Field based assignments, Seminars, Models and Group Discussions are evaluated based on content, preparation, presentation, theme and originality.
- Open and transparent CIA improves the confidence on the evaluation system
- The rules and regulations for CIA improvement and Revaluation which are presented in the College Calendar enable the students to perform better and complete the course within the stipulated course of study

6.3.4 Research and Development

- An enhanced Research ambience in the College is reflected with 14 Ph.D.s awarded, 8 Thesis and 8 Synopsis submitted and several staff members registered and pursuing Ph.D. Research.
- SERB – DST, Government of India sanctioned Rs.19,20,000 (Rupees Nineteen Lakh Twenty Thousand) towards National Post Doctoral Fellowship for one Research Scholar in the PG and Research Department of Zoology
- Several Books have been published and copyright has been obtained for certain publications.
- One UGC Major Project, an ICSSR Project and two UGC Minor Projects have been sanctioned to Staff members.
- Our College is the proud recipient of CPE Grant for Phase II from 1st April 2017 to 31st March 2022.
- The students are encouraged to take part in research work, paper and poster presentation and publications.

6.3.5 Library, ICT and physical infrastructure / Instrumentation

- ❑ Virtual Library www.crossianlibrary.weebly.com has reached 102787 hits as per the hit counter and 30196 persons have used the virtual library.
- ❑ A new website www.crossiansknowme.weebly.com was created displaying the reports and happenings of the library. This brings the transparency and visibility to the library holdings including the budget and expenditures.
- ❑ The upgraded version of NICE software was introduced in the library converting lower version of the metadata into higher compactable end of the software.
- ❑ Self service of issue and return of books was introduced.
- ❑ A counter with carpet area was created for better functioning
- ❑ A meditation hall with spiritual books facilitates quiet reading ambience for the staff and students.
- ❑ Three Networking Computers were purchased.
- ❑ New Counters at Lumina Hall (1), Sr. Virginia hall (1) and Self Service Section (3) were introduced.
- ❑ Property counter was renewed and racks were purchased for it.
- ❑ D-Link switch cabinet was purchased with 48 ports.
- ❑ A new online UPS was added into the library with 10 batteries.
- ❑ 13 wired lines to the networking with library server and six wireless adapters were added to the existing connection.
- ❑ Two wireless routers with 20 wireless connections to internet are provided to the students and staff when they bring their hardware.

6.3.6 Human Resource Management

- Need based training programmes (Personality Development, Capacity building, Career guidance)
- Welfare schemes (Scholarships, Noon-meal Scheme, Earn while you Learn)
- Procurement of Passport and Pan Card
- Four Wheeler and Two Wheeler Driving classes and License
- Legal advices through Legal Aid Clinic are provided through a person oriented approach
- Campus recruitment through different agencies
- Gender Champion Club sensitizes the students on various gender issues
- Youth Employability initiative programmes organized by NASSCOM and Barclays
- Language Laboratory of English Department conducted Trainer's training Programme for Teachers of Govt. ADW Hr. Sec. School, Milaguparai and HOPE Home Children
- Full Time Counselling Centre functions on all working days and offers personal and career counselling
- Certificate Programmes, Socially relevant Projects, Exposure to Clinical Lab and Prospectus, CRE Programmes recognized by RCI
- Orientation for School Teachers on Rashtriya Madhyamik Shiksha Abhiyan Scheme
- Orientation for Students of Rehabilitation Science on Non-Visual Desktop Access

6.3.7 Faculty and Staff recruitment

The Management of the College strictly abides by the norms of the Directorate of Collegiate Education and UGC for recruiting staff for the vacant positions that arise in the College

6.3.8 Industry Interaction / Collaboration

- Five MoUs at Regional, National and International levels have been signed to strengthen the students' academic and practical exposure with networking Organizations and Institutions.
- Regular implant training to complete their final year projects in various organizations facilitates the better understanding of Institution and Industry tie ups.
- *Thaai Suvai* Project empowers parents of special children to sustain their livelihood
- Visited the Hindu Printing Unit, NCBR - Thogaimalai, CFTRI- Mysore, CECRI – Karaikudi, IICPT - Thanjavur
- Industrial Tie-up with light and lift academy

6.3.9 Admission of Students

Based on the demand the College obtained permission from the University to start additional sections and increased the intake of students for few courses following the norms of the Government applicable to Minority Institutions

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> ➤ Retreats ➤ Orientation programmes ➤ Recognition of achievements – awards ➤ Counselling ➤ Legal Aid ➤ Health Insurance ➤ Staff Tour once a year sponsored by the Management
Non-teaching	<ul style="list-style-type: none"> ➤ Retreats ➤ Recognition of achievements – awards ➤ Counselling ➤ Legal Aid ➤ Health Insurance ➤ Tour once a year sponsored by the Management ➤ Loan Facility ➤ Scholarship for their Children ➤ Workshop on Safety measures ➤ Training programme on Team Building
Students	<ul style="list-style-type: none"> <input type="checkbox"/> Noon Meal Scheme sponsored by Staff <input type="checkbox"/> Earn while you Learn Scheme ➤ Library – Loan Books, Book Bank <input type="checkbox"/> Free medical check-up <input type="checkbox"/> Need based Counselling <input type="checkbox"/> Legal Aid <input type="checkbox"/> First Aid Clinic <input type="checkbox"/> Financial Assistance for paying Tuition and Exam Fees <input type="checkbox"/> Scholarships provided by the Management <input type="checkbox"/> Legal Aid Clinic <input type="checkbox"/> Entrepreneurial Skill Development Courses ➤ Skill based training courses – Summer Courses <input type="checkbox"/> Endowment Scholarships <input type="checkbox"/> Awards and Recognitions

6.5 Total corpus fund generated

Rs. 44, 75, 000/-

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	RCI, New Delhi AICTE, New Delhi	Yes	IQAC Team
Administrative	Yes	AG Chennai RJD Trichy	Yes	Samy & Raju Audit Office Trichy

6.8 Does the University/ Autonomous College declare 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?

Issues concerning Examination / Evaluation aspects received from students feedback are discussed in the Staff Council meeting and formulated as Examination Reforms which are informed to the Staff and Students and executed through the Controller of Examinations

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

Support for autonomy in academic programmes and academic bodies – nominees from University are present in the Board of Studies, Inspection Commission, extension of Approval, and permanent recognition of Programmes.

6.11 Activities and support from the Alumnae Association

- Alumnae Book Bank has been created for an amount of Rs. 1, 07,600/-from the contribution of out gone students of 2016 - 2017
- The Prominent Alumnae are utilized as Resource Persons for various training and orientation programmes to motivate our present students
- Placement and Implant Training are provided in the various Organizations inducted by our Alumnae
- Alumnae provide financial support for our HRD programmes.
- The general Alumnae Meet is organized on the 2nd Saturday of December every year and Department Alumnae meetings are held at different times during the academic year
- Alumnae Representatives belonging to the Parent Forum support students in need and offer counselling services to other parents
- The various departments conduct the Get-Together of their old students to renew and establish new tie-ups.
- Career Development Programme for III UG and II PG outgoing students are sponsored by the Alumnae
- Networking of Alumnae Website
- Release of Holy Cross Alumnae Annual Newsletter – INTOUCH
- Alumnae Scholarships are provided to the deserving students.

6.12 Activities and support from the Parent – Teacher Association

- Department Parent Teacher Meet is conducted annually and feedback given by Parents are considered and fulfilled.
- Some of the parents offer financial help for the poor students

6.13 Development programmes for supportive staff

- The supportive staff are encouraged to pursue their higher studies through Distance Education / Correspondence
- Personal Counselling offered
- Gift of Purse at the time of Retirement

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

- Introduced an App – “Clean India” Project
- Plastic, Flex and Tobacco free campus
- Go Green – Solar power for campus
- Healthy wellness environment workplace
- Go Clean Programme
- Bin it Campaign
- Tree Plantation within the Campus
- Pure Drinking Water (RO) Facility
- Interdepartmental Competition “Hazards of Plastics on Environment”
- Installation of Wellness Committee

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.

- MoUs signed with User Agencies to facilitate cost effective research initiatives and Student exchange at National and International levels
- Upgrading Internet lease-line from 30mbps to 50 mbps with Hi-Grade with Wi-Fi connectivity
- Virtual Laboratories helps to safe guard the animals.
- Usage of Hi-Grade eases the task of admission process and maintenance of individual profile.
- Edu-Tech lab for higher education students with special needs utilized by graduates of neighbouring Colleges
- Mandatory Paper presentations and Publications by both Undergraduates and Postgraduates at regional and national level
- Permanent Recognition obtained from Bharathidasan University for M.Sc., Rehabilitation Science Course

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

- Feed- back from students for the need of safe drinking water is fulfilled by installation of 5 new RO units in the campus
- The need for classrooms was also looked in and a new building is under Construction
- Appropriate measures are taken to hone the research potential of staff & students

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Extension Programme RESCAPES, which is inducted into the curriculum, paves way for sensitizing Students to initiate and accomplish socially oriented action programmes that are need based, environmental friendly, contributing to the up lift of the rural sector - Eg. Flood Relief and Rehabilitation measures were taken by our college at Vadalur
- Value Education classes with credit system and Placement and Training through HRD – Youth Employability Initiatives and Orientation Programme on IGCAR – DAE Graduate Fellowship Scheme for Post Graduate of Science Departments

7.4 Contribution to environmental awareness / protection

- Eradication of *Prosopis julifera*
- Nature Club
- Tree Plantation
- Bin –it – clean campus
- Interdepartmental competitions on ill effects of synthetics and plastics and to go eco-friendly
- Installation of Automatic Sanitary Napkins Incinerator
- Developing environmental and social consciousness among students
- Installation of RO Plant for Pure Potable Water
- Plantation of Saplings in the Campus, Schools and living areas of adopted villages as a part of RESCAPES project

7.5 Whether environmental audit was conducted?

Yes

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

- The College was awarded Rs. 1.25 Crores as CPE grant for Phase II from 1st April 2017 – 31st March 2022.
- The College is the Proud Recipient of NIRF 2017 placed as 26th Rank holder at National Level, 11th Rank at State Level, 2nd Rank at District Level among Arts & Science Colleges
- International Student Exchange Program – Ms. Sonia Rani of II P.G. Rehabilitation Science was sent to Howest University, Belgium from 19th September 2016 to 31st January 2017 with a Scholarship of Rs. 8 Lakhs in turn Mr. Harounn Minhas student of Applied Psychology from the same University completed the course of the Rehabilitation Programme from 3rd October to 31st December 2016
- The Research ambience has fetched a National Post Doctoral Fellowship to our College.
- NCC Golden Jubilee Celebration – NCC Reunion Synergy 2016.
- Motivated and committed band of Staff play a vital role in the development of students and the growth of the Institution
- Language Lab (Skill Training)- Communication Lab (LSRW Skills)
- Campus Placement – 312 students
- Need for Post Graduate programmes in few departments to pursue higher level of Research

8. Plans of Institution for next year (2017 – 2018)

As the focus of our College this year is Networking and Innovation all our programmes revolve around the theme

Curriculum

- It is mandatory to offer a Certificate Course per semester by all the Departments open to everyone
- Skill based Syllabi is incorporated in all SBE Papers (for certain Departments it is interchangeable)
- To sensitize the students towards their Social Responsibility Theory on NCC is included in Curriculum for 1st year UG students
- To update syllabi on par with national and international standard as per the industrial need.
- Self-study course is compulsory for PG students
- Spoken English Training for all students at different levels
- International/ National/ Regional Seminars/ Conferences and Workshops to be organized on current trends and issues by all Departments
- Training in Computer skills for the children with visual impairment
- CRE Programme by Rehabilitation Council of India
- On the job training (Summer internship made mandatory as an extra credit for II year students.
- To offer PG Certificate / Diploma Courses through DBT New Delhi.
- To conduct regular CSIR Coaching for Life Sciences.
- The Extra Credit courses offered for High achievers
- The transfer of credits through International Student Exchange Programme
- Commencement of a Diploma Course - DCA
- Networking with User Agencies to provide Implant Training

Teaching, Learning and Evaluation

- Value Education, apart from imparting values for life, also enables students become eco-friendly, nature loving, to respect mother earth and to learn to conserve water and preserve the natural resources.
- All classrooms to be upgraded to Smart classrooms.

- Preparation of awareness material, creative and low cost teaching aids for children with disabilities
- Preparing e-content/Use of Google education tools
- Introducing usage of various mobile applications to promote learning as a part of M-learning.
- Net Savvy, Power Point Presentation, Role Play Demonstration, Model Preparation, Software Developing
- Interactive Participative Learning and Case Review once in two weeks
- Study tour /Field visit/ Industrial visit/ Research Institute for UG & PG students
- Preparation of Question Bank for III UG major core papers
- Different modes of assignments and seminars (Home assignment, Models, Buzzing session, Group discussion, Blogs, field work, data collections, model preparation, album making and case studies).
- To organize training programmes to encourage our students to take up competitive exams.
- To create a Web portal for all the Departments
- To design virtual laboratory for Gene sequencing and specific gene analysis.
- Remedial coaching, Cooperative Learning and Guided Group Study for Slow Learners.
- Short term courses and training programmes for the Staff and Students
- International exposure and exchange for staff and students
- To explore and experiment on a new initiative on Internet Radio
- To offer monthly aptitude test for the students.
- Listening to be added as a component and Audio Files to be used for testing.
- Score sheet to be introduced for Post Graduates
- Aural & Oral via Web, Chat, Online Testing, Online Debugging

Research, Consultancy and Extension

To strengthen the Research Developments in the College the Office of a new Dean of Research is inducted this academic year

- Faculty to obtain M.Phil / Ph.D. Guideship
- Projects carried out by final year U.G., P.G. and M.Phil. students need to be published
- Discipline-wise Orientation Programmes for writing proposals to various Funding Agencies
- Minor & major Projects to be taken up by Faculty.

- Research Paper Publications in High Impact Factor Journals only (h-Index, 10i Index, SCI, Scopus and UGC recognized list of Journals)
- Book Publications and Copy right to be obtained
- Registering of Indian Patenting
- Encourage Ph.D. students to make an entry to Post Doctoral Fellowship
- Creation of Database for Research Findings
- Organize Workshop, Seminar and Conferences on Research oriented areas
- To draw Network among Departments for RESCAPES Programmes

Infrastructure

- All classrooms to be upgraded to Smart classrooms.
- A new building with well equipped classrooms is under construction
- Upgradation of the Library with Plagiarism Software
- Addition of books with recent editions to the department libraries.
- Procurement of classroom furniture and cupboards for Department Library
- To procure Dr. Speech- voice assessment and therapy software
- To procure one double channel audiometer
- To procure Speech and Language test materials
- To extent the infrastructure for Speech and Language therapy department
- To set up computer lab for online access of research papers/ journals and other resources
- Strengthen Book bank for poor students.
- Software to take stock of chemicals
- Campus Company and Student Bank to be started

A. Turin Martina

Name: **Dr. A. Turin Martina**

Signature of the Coordinator, IQAC

Co-ordinator
IQAC
Holy Cross College
(Autonomous)
Tiruchirappalli-620002

Dr. (Sr.) Christina Bridget

Name: **Dr. (Sr.) Christina Bridget**

Signature of the Chairperson, IQAC

PRINCIPAL
HOLY CROSS COLLEGE
(AUTONOMOUS)
TIRUCHIRAPPALLI-2

Annexure I

Abbreviations:

BMI	Body Mass Index
CAS	Career Advanced Scheme
CAT	Common Admission Test
CBCS	Choice Based Credit System
CBM	Christoffel Blinden Mission
CE	College for Excellence
CECRI	Central Electrochemical Research Institute
CFTRI	Central Food Technological Research Institute
COP	Career Oriented Programme
CPE	College with Potential for Excellence
DAE	Department of Atomic Energy
DPE	Department with Potential for Excellence
DST	Department of Science and Technology
GATE	Graduate Aptitude Test
IGCAR	Indira Gandhi Center for Atomic Research
IICPT	Indian Institute of Crop Processing Technology
LMS	Learning Management System
MCQ	Multiple Choice Questions
NCBR	National Council for Banana Research
NET	National Eligibility Test
NIRF	National Institution Ranking Framework
PEI	Physical Education Institution
RCI	Rehabilitation Council of India
RESCAPES	Rural Enrichment through Students and Community Action and Participation for Environmental Sustainability
RGNIYD	Rajiv Gandhi National Institute for Youth Development
SAP	Special Assistance Programme
SERB	Science and Engineering Research Board
SET	State Eligibility Test
SF	Self Financing
SLET	State Level Eligibility Test
TEI	Teacher Education Institution
UPE	University with Potential Excellence
UPSC	Union Public Service Commission

Annexure II
Analysis of Feedback from the Stakeholders

S.No.	Stake Holder	Parameter	Excellent (%)	Satisfactory (%)	To be Improved (%)
1	Alumnae	Curriculum	86	10	4
		Teaching & Learning	80	15	5
		Library	88	12	0
		Canteen	50	35	15
		Laboratory	82	13	5
2	Parents	Curriculum	86	3	11
		Teaching / Learning / Evaluation	85	4	11
		Extension Activities	84	3	13
		Infrastructure / Student support	71	10	19
		Organization & Management	80	9	11
		Healthy Practices	86	4	10
3	Employers	Curriculum	40	40	20
		Skill Training	30	50	20
4	Students	Curriculum	94	3	3
		Library	88	3	9
		Infrastructure	70	14	16
		Laboratory	92	6	2
		Teachers' Teaching	83	15	2