

Annual Quality Assurance Report (AQAR)

(2017 – 2018)

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

2017 – 2018

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

office@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. MHCOGN 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+2
4	4 th Cycle	Accreditation by September 2019			

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)
- v. AQAR ___ 2017 – 2018 _____ 10-07-2018 _____ (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 RCI, AICTE 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

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	: 46		
2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="30"/>	Faculty <input type="text" value="14"/>
	Non-Teaching Staff	<input type="text" value="2"/>	Students <input type="text" value="8"/>
	Alumni	<input type="text" value="2"/>	Others <input type="text" value="Parents - 4"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes	<input type="checkbox"/>	No <input checked="" type="checkbox"/>
	If yes, mention the amount	<input type="text" value="-"/>	
2.13 Seminars and Conferences (only quality related)	(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC		
	Total Nos.	<input type="text" value="16"/>	International <input type="checkbox"/>
		National <input type="checkbox"/>	State <input type="checkbox"/>
		Institution Level <input type="checkbox"/>	<input type="text" value="16"/>

(ii) Themes

1. HCC Leader of Excellence - Discover the Leader in You
2. Time Management, the qualities of a good leader and Conflict Management
3. Emotional Intelligence
4. Attitude – Success in life
5. Three Days orientation for the freshers on Library Usage
6. Types of intelligence, importance of hardwork and to face failures with positive attitude
7. Workshop on Research Project Proposal writing
8. Writing Project Proposals and Role of projects in successful NGO management
9. Research Methodology and Data analysis using SPSS
10. Importance of historical writings in research
11. Research Writing – From Paper to Publication
12. Patenting – The Know How
13. E-content proposals to MOOCs
14. Bibliography Tools
15. Introduction to School Systems in Holy Cross College
16. Introduction to Revised Bloom's Taxonomy
17. Workshop on various aspects of RBT- including ratification of Syllabus and Lesson Plan for all subjects
18. Workshop on NAAC process
19. Orientation on “Whole Person Development ”

Research is given the prime focus and hence paper presentations for students are made mandatory in the Department of English. All the 12 students of M.Phil, 57 students of III B.A and 54 students of both I and II PG English have presented papers at various colleges. A total of 24 papers are published, that includes 1 student from M.Phil, 19 students of III B.A and 5 students from both I and II PG English. Almost 60 papers were sent for publication

World Vision Organization visited the PG and Research Department of Rehabilitation Science on 27th November 2017 as an exploratory learning visit in regard to services to children with Special Needs. They consisted of 5 members namely Dr. Anjana Purkayastha - Senior Director for Special Projects, Mr. Newton Isaac, Director for Thematic Solutions Projects, Mr. Eliyazar.N.A., Manager - Institutional Project, Mr. Moses Palmer - Programme Manager – Perambalur / Marungapuri programmes and Mrs. Christabel Kalaiselvi, Group Director - Operations. Initially they interacted with Head and staff of the Department with regard to the services provided. They also requested for webinar classes on disability which will be initiated by the Department soon. Then they visited the Blossoms Opportunity School, Rainbow therapeutic centre and HEPSN project.

2.14 Significant Activities and contributions made by IQAC

- An elaborate report on college in the prescribed format was submitted to UGC, New Delhi to review the Autonomous status
- Autonomy Review Committee members (Experts from different Universities, Nominee of Bharathidasan University and UGC, New Delhi) visited the Campus on 10th and 11th August 2017, for the extension of Autonomous status to Holy Cross College, Tiruchirappalli
- Participated in NIRF 2018, MHRD India, obtained 42nd Rank at National level among Arts & Science Colleges
- Self Study Papers introduced for PG courses from this Academic year
- Teaching, Learning and Evaluation process – RBT was introduced and all the faculty members were trained to write general and specific objectives and course outcomes on 14th and 15th December 2017.
- Follow-up of RBT for different batches -A two day workshop on 2nd and 3rd February 2018 for Batch I, 16th and 17th February 2018 for Batch II, was focused on writing of lesson plan for the various topics of the syllabus, followed by demonstration of model lesson plan on 9th and 10th March 2018 and 19th and 20th April, 2018 respectively. The faculty adopted this strategy from this Academic year.
- Feedback from Students, Alumnae, Parents and Employers collected manually and on-line
- Faculty Development programme - Orientation and training for the 1) newly recruited 2) less than 5 years of service and 3) between 5 and 10 years of service
- Leadership training and motivation to students (SCMs, Secretaries of various forums and newly admitted graduates)
- Attendance for Regular Class and the library are included as part of CIA
- It is made mandatory for all the students to enrol in any one of the Extension activities, and the performance is evaluated and given credit
- RESCAPES integrated into curriculum for PG Courses
- Paper Presentation mandatory for certain UG Courses
- Internal Quality Audit of all Departments – NAAC documents

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 2017 - 2018	Organized Core committee meetings on 20 th June, and from 27 th June – 9 th July, 2018
To plan and consolidate SSR to be submitted to NAAC for the 4 th Cycle of Accreditation.	The Sub-committees according to NAAC parameters met to collect and consolidate data for the year 2014 till date from the various Departments.
Teaching Learning	<ul style="list-style-type: none"> ➤ Self study paper made compulsory in PG courses. ➤ Question paper and syllabus were added to the e-library.
Revision of Syllabi	RBT was introduced and the syllabi (all courses) for the next Academic Year were ratified with course objectives & course outcomes, with key words for extra reading
Evaluation	<ul style="list-style-type: none"> ➤ Marks included for Attendance in CIA for regular Classes and Library Visits. ➤ Dissertations submitted by PG, M.Phil, Ph.D students are subjected to plagiarism checks using the software 'Urkund- Commercial Package'. Beneficiaries - 657
Examination Reforms	<ul style="list-style-type: none"> ➤ Improvement of CIA for candidates <ul style="list-style-type: none"> ○ Candidate failed twice in external semester examination and has scored below 20/50 in the CIA can take up improvement in CIA only through test after the course completion. ○ The candidate can write the improvement test only during the regular internal tests in the odd or even semesters ○ Any improvement in the Internal Tests must be followed by the External semester examination ➤ Arrear Examination <ul style="list-style-type: none"> ○ In the July supplementary examination a candidate can write the arrear papers irrespective of the semester
To participate in Conferences/ workshops and seminars at National level	<ul style="list-style-type: none"> ➤ National Conference on “Current Political and Economic situation in India and its impact on Higher Education– 9th & 10th September 2017 ➤ National Seminar on “Setting technological standards –Strategy for Higher Education – 1st and 2nd February 2018 ➤ State Level Seminar on Quality Assurance

	and Accreditation – 2 nd March 2018
To conduct Quality Audits - Other College	Dr. A. Turin Martina, the IQAC Coordinator and Dr. H.D. Subashini, Dean of Extension conducted a Quality Audit at Selvamm Arts and Science College, Namakkal on 26 th September, 2017 for the pre-preparation of their Autonomy Review
To conduct Internal Quality Audits	Verification of NAAC documents has been carried out by Co-ordinators of various NAAC parameters on 12 th April, 2018
To collect Feedback from students, Alumni, Parents and Employers	Collected periodically from various stakeholders and the responses were consolidated.
To participate in the National Institutional Ranking Framework (NIRF 2018)	The Institutional data was submitted in DCS of NIRF Website on 6 th December 2017 and obtained 42 nd Rank at National Level among Arts & Science Colleges
To orient staff towards various parameters of NAAC for forthcoming DCS submission	Each sub-committee met on various days in March 2018 and worked out the strategy for consolidation of data
Orientation Programmes	One Day – Faculty with 5 to 10 years Experience; 11 th June 2018, Beneficiaries – 65
	Three Day Workshop – Faculty with less than 5 years Experience; 12 th to 14 th June 2018, Beneficiaries – 110
To organize an orientation programme for the teaching staff at the beginning of the Academic year 2017 – 2018 (Shifts I & II)	Conducted on 15 th and 16 th June 2018 1. NAAC Process 2. Whole Person Education Staff Benefitted: 267
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 from 2 nd – 4 th July 2018
Submission of AQAR 2017 – 2018	10 th July 2018, in the College Website

* 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

Annexure 1

Academic Calendar of IQAC

S.No.	Schedule	Agenda
1.	19 th June 2017 – 8 th July, 2017	Preparation of AQAR - by the Coordinators of different NAAC parameters
2.	1 st August 2017	Orientation session for all 1 st year students on “Self discipline and goal setting”
3.	10 th & 11 th August 2017	Autonomous Review Meeting
4.	12 th August 2017	Meeting on School Concept
5.	30 th August, 2017	A two day workshop on E-content preparation
6.	9 th & 10 th September 2017	Vice Principal and Dean of Science participated in the National Conference on “Current Political and Economic situation in India and its impact on Higher Education” organized by Xavier Board of Higher Education in India, Bangalore
7.	28 th September, 21 st October, 22 nd December, 2017 and 16 th February 2018	Parent Forum Meet – Enlightened parents on Parental Counselling and Collection and Consolidation of Feedback from the Parents
8.	16 th and 17 th September 2017	Two day orientation on “Win your Weakness” was conducted for I and II year students of all departments in various slots
9.	25 th September to 4 th December 2017	The IQAC was instrumental in working at the Data Capturing Process for National Institutional Ranking Framework (NIRF) 2018 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 September to December 2017.
10.	2 nd October, 2017	Challenges in Higher Education – Retrospection and Forging Ahead
11.	18 th November 2017	Revision of Examination pattern - 2 Internal tests for all SBE Papers was approved by Staff Council with immediate effect
12.	20 th November, 2017	Performance Enhancement and Team work

13.	6 th December, 2017	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.
14.	10 th December, 2017	Subsequently, the supportive documents in the form of annexure were posted in our College Website.
15.	14 th & 15 th December, 2017	Two day Workshop on “Introduction to Revised Blooms’ Taxonomy” (RBT)
16.	15 th December 2017	Awareness Programme on Thyroid Problem and Diabetes for Non-teaching Staff
17.	23 rd & 24 th January, 2018	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 2018
18.	1 st & 2 nd February, 2018	Dean of Science & Arts participated in the National Seminar on “Setting technological standards –Strategy for Higher Education” organized by Centre for Education beyond Curriculum, Christ University, Bangalore
19.	2 nd & 3 rd February, 2018	Revised Blooms Taxonomy
20.	16 th & 17 th February, 2018	Revised Blooms Taxonomy
21.	21 st February 2018	One day workshop on “Becoming a Leader of Excellence” was conducted for SCMs, Fine Arts & Sports Secretaries and Part VI Leaders
22.	2 nd March, 2018	Faculty represented “State Level Seminar on Quality Assurance and Accreditation”, held at Loyola College, Chennai
23.	15 th March 2018	Feedback from Outgone students was collected and consolidated
24.	9 th & 10 th March, 2018	Revised Blooms Taxonomy (Follow Up)
25.	3 rd April, 2018	The results of the NIRF Ranking was announced in the NIRF Website and our Institution Holy Cross College, Tiruchirappalli obtained 42 nd Rank at National Level
26.	12 th April, 2018	Internal Quality Audit of various Departments – NAAC documents
27.	19 th & 20 th April, 2018	Revised Blooms Taxonomy (Follow up)

28	11 th June 2018	Orientation- Staff profile to be a Holy Crossian
29	12 th June 2018	Orientation- Professional Ethics
30	13 th June 2018	Orientation – Simple Secrets of Happy Life & Emotional Intelligence
31	14 th June 2018	Orientation – Time Management
32	15 th June 2018	NAAC Process
33	16 th June, 2018	Whole Person Education
34	21 st June to 10 th July 2018	Documentation and Consolidation of the Report AQAR 2017 - 2018
35	30 th June, 2018	Consolidation of Institution Plans for the Academic year 2018-19
36	3 rd July, 2018	Submission of Annual Plans 2018 – 2019 by the Heads of the various Departments
37	5 th July, 2018	Consolidation of the Plans of the Institution
38	10 th July, 2018	Submission of AQAR for 2017 - 2018

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.	11		11	
PG	18	2	15	
UG	21	2	12	
PG Diploma	3		3	
Advanced Diploma	-			
Diploma	4			
Certificate (Skill based course)	4	19		
Others (Bridge Course)	1			
Post Doctoral Fellowship	1			
Interdisciplinary	-			
Innovative	1			
Total	77	23	51	

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.
- Seventeen extension activities have been included in the curriculum under Part –VI, with 1 credit for the under graduate students (in the 1st and 2nd year for 120 hours).
- The skill based certificate course for the 1st UG and PG students has been a maiden venture to impart skill based training to the students admitted in June 2017. 47 trainers trained 1875 students in 19 value added /career oriented skill- based courses.
- Meditation in action Movement (MAM) -classes has been included in the Value Education syllabus for 1st year Undergraduate students, three classes in the first semester and three classes in the second were conducted.
- The Department of History has started an IAS Academy to train interested students.

- School Concept has been introduced as an innovative feature in two arena
 - 1) School of Management Studies comprising of Department of Commerce, Business Administration and Economics
 - 2) School of Rehabilitation Science, comprising of Department of Rehabilitation Science, Audiology and Speech Language Pathology and Psychology

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	43 (all UG and PG)
Trimester	-
Annual	27 (M.Phil., Ph.D., PG Diploma)

1.3 Feedback from stakeholders* (On all aspects)

Alumni Parents Employers Students

Mode of feedback : Online Manual Co-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.

- Minor modifications in the UG and PG syllabus were carried out keeping in mind, Beyond Curriculum an essential feature for NAAC and the feedback received from the student representatives present at the Board of Studies and further validated from the subject experts
- All the syllabi were ratified, and the specific objectives and outcomes included based on the RBT Workshop
- Lesson plan for the Major Core, Major Elective and Allied papers was prepared
- An Extra – credit (2 credits) - Self –study paper has been introduced for the Post Graduate course
- A complete new syllabi has been formulated for the newly formed Schools viz., School of Management Studies and School of Rehabilitation Science

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

Yes.

- UG Courses - B.Sc. Biotechnology
B.A. Tamil
- PG Courses - M. Sc. Biochemistry
M. LIS. (Master of Library and Information Science)
M.A. History

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
68	37	31	-	-

2.2 No. of permanent faculty with Ph.D.

56

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
-	48	-	-	-	-	-	-	-	48

2.4 No. of Guest and Visiting faculty and Temporary faculty

7

0

195

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	57	67	52
Presented papers	72	35	5
Resource Persons	5	15	51

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

OSCI METHOD of evaluating learning outcome, Pre -viva exam, open book test, extension of library hours, clinical conferences, camps, adopted practical learning methods, school screening for incidence & prevalence of communicable disorders, student publication forum, Assignment in School, paper presentation, summer internship, smart board classes, e-content, Industry visit, GD and role play, case study analysis, ICT method, on the job training, Entrepreneurial activities, Entrepreneurial development classes, Inter and intra department drama competition, Book review, IAS Academy, classes for IPS, NET & SET, static and working models, Observation report writing, case studies, Poster presentation, screening for disabilities, PRA, Subject related puzzles, visual clues, demonstration, thinking map, PPT, video clips, Peer-to-peer, Fishbone techniques, off-line practices, Quiz, Debate, Exhibition.

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

185

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
- Improvement of CIA for candidates
- Arrear Examination - In the July supplementary examination a candidate can write the arrear papers irrespective of the semester

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	10	5

2.10 Average percentage of attendance of students

90

2.11 Course/ Programme wise 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	126	10.32	32.54	50.00	3.97	--	96.83
Physics	58	15.52	41.38	34.48	3.45	--	94.83
Chemistry	115	5.22	25.22	52.17	1.74	--	84.35
Botany	47	4.26	23.40	55.32	12.77	--	95.74
Zoology	51	1.96	11.76	43.14	35.29	--	92.16
Biochemistry	34	2.94	8.82	64.71	20.59	--	97.06
Computer Applications	95	1.05	17.89	75.79	2.11	--	96.84
Rehabilitation Science	37	--	8.11	62.16	16.22	--	86.49
Visual Communication	25	--	8.00	68.00	12.00	--	88.00
History	58	--	8.62	31.03	36.21	--	75.86
Economics	27	--	--	25.93	44.44	14.81	85.19
English Literature	57	--	1.75	57.89	29.82	--	89.47
Commerce	113	0.88	12.39	37.17	40.71	0.88	92.04
Business Administration	53	--	7.55	32.08	47.17	5.66	92.45
Audiology and Speech Language Pathology	20	--	--	15.00	50.00	--	65.00

UG - SHIFT - II							
Title of the Programme	Total no. of students appeared	Division (%)					
		Outstanding	Distinction	I Class	II Class	III Class	Pass %
Mathematics	107	4.67	20.56	50.47	17.76	0.93	94.39
Physics	37	2.70	5.41	51.35	24.32	--	83.78
Chemistry	37	--	2.70	37.84	8.11	--	48.65
Computer Science	48	2.08	18.75	72.92	--	--	93.75
English	99	--	1.01	26.26	54.55	11.11	92.93
Commerce	112	--	5.36	46.43	31.25	3.57	86.61
Business Administration	38	--	--	2.63	57.89	13.16	73.68

PG - SHIFT - I							
Title of the Programme	Total Number of Students appeared	No. Passed	Division %				
			Outstanding	Distinction	I Class	II Class	Pass %
Mathematics	26	26	7.69	23.08	65.38	3.85	100.00
Physics	16	15	12.50	31.25	50.00	--	93.75
Chemistry	23	18	--	8.70	69.57	--	78.26
Botany	16	16	6.25	37.50	56.25	--	100.00
Zoology	14	14	--	28.57	71.43	--	100.00
Biotechnology	11	11	--	54.55	45.45	--	100.00
Computer Applications	17	16	--	23.53	70.59	--	94.12
Computer Applications (Lateral Entry)	7	6	--	71.43	14.29	--	85.71
Media and Communication	5	1	--	--	20.00	--	20.00
Rehabilitation Science	13	8	--	7.69	53.85	--	61.54
Social Work	17	14	--	11.76	70.59	--	82.35
Economics	10	8	--	--	70.00	10.00	80.00
English	24	20	--	12.50	70.83	--	83.33
Commerce	27	26	--	14.81	66.67	14.81	96.30
Tamil	2	2	--	--	100.00	--	100

PG - SHIFT - II							
Title of the Programme	Total Number of Students appeared	No. Passed	Division %				
			Outstanding	Distinction	I Class	II Class	Pass %
COMPUTER SCIENCE	12	9	--	8.33	66.67	--	75.00

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

- IQAC sets benchmarks for monitoring and evaluating system for teaching & learning processes after critical assessment
- Benchmark set for minimizing the pass in III class has been achieved.
- The CIA components are revised & made students to improve their Internal Assessment
- To inculcate the reading habits among students Attendance for library and Regular Class is included as part of CIA
- Faculty has been encouraged to adopt advanced technology of teaching using RBT (Ratification of Syllabus includes General, Course Objectives, Course outcomes)
- Faculty are oriented towards preparing lesson plans for the courses
- Remedial courses for the slow-learners and encourage the high achievers towards extra credits

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	9
UGC – Faculty Improvement Programme	-
HRD Programmes	0
Orientation Programmes	6
Faculty exchange Programmes	-
Staff training conducted by the University	-
Staff training conducted by the Department	71
Staff training conducted by other Institutions	8
Summer / Winter schools, Workshops, etc. other institutions	3
Summer / Winter schools, Workshops, etc. conducted by the Dept	-
Others	2

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	24	37	-	36
Technical Staff	-	-	-	5

Criterion – III

3. Research, Consultancy and Extension

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

- A Centre for Research and Publication (CRP) has been set up to promote research activities in the campus
- Center for e-Content Development (CED)
- Center for Academy-Industry Interface (CAII)
- Crossian Institute for collaborative research on sustainability (CICRS)
- Workshops on Research Proposal writing were conducted on a regular basis
- Workshops on Research methodologies for Research scholars are also organised with experts from within and outside the campus.
- Research, Curriculum and Extension programmes strengthened to improve Research ambience
- Infrastructure facilities (Plagiarism software has been installed in the library) 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		22.675		

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		2		
Outlay in ₹ Lakhs		1.35		

3.4 Details on research publications

	International	National	Others
Peer Review Journals	20	2	
Non-Peer Review Journals		1	
e-Journals		1	
Conference proceedings	71	4	

3.5 Details on Impact factor of publications:

Range	1.277-2.866	4.382-7.614	Average	2.270
H-index	54		Nos. in SCOPUS	04

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations United Board for Christian Higher Education in Asia

Nature of the Project	Duration (Year)	Name of the Funding Agency	Total grant sanctioned	Received (₹)
Major projects	2017-2018	DBT(BIF)	11,60,000	11,60,000
Minor Projects	2018-2019	UBCHEA - Bamboo Grant	1,42,250	1,42,250
	2017-2019	UGC	90,000	45,000
	2017-2019	UGC	1,80,000	90,000
Interdisciplinary Projects				
Industry sponsored				
Projects Sponsored by the University/ College	2017-2018	Holy Cross College	30,000	9,000
Students research projects (other than compulsory by the University)				
Any other (Specify)	Feb. 2018 to March 2019	UBCHEA - Bamboo Grant	152670	152670
	2017-2019	Post Doctoral Fellowship	19,20,000	9,60,000
Total				25,58,920

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
 UGC PG Grants

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	4	7	1		
Sponsoring agencies	-				

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	1
	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
14	3	11				

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	500	State level	87
National level	56	International level	-

3.22 No. of students participated in NCC events:

University level	220	State level	85
National level	6	International level	

3.23 No. of Awards won in NSS*:

University level	-	State level	19
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	25	State level	7
National level	1	International level	-

3.25 No. of Extension activities organized

University forum	-	College forum	-
NCC	5	NSS	66
		Any other	232

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

EXTENSION ACTIVITIES

➤ **Awareness Programme on**

- Education, Health and Hygiene, Yoga, Environmental Sustainability
- Gender awareness gender roles, gender sensitization, women empowerment, condition of women, life skill education, women development, feminism
- Basic Legal Awareness in the 18 adopted villages
- Menstrual Hygiene
- 108 Emergency service
- Breast cancer
- Thyroid and diabetes
- Dengue and AIDS
- Anti-Plastic Drive
- Causes and prevention of Disability
- Terrace garden
- Consumer Rights

- Human Rights
- Safety and Usage of LPG Cylinders
- Urban slum awareness program
- Impact of GST
- **Rally**
 - Against child molestation
 - Gender walk
 - Drug abuse and Elicit Trafficking
 - Breast feeding
 - AIDS
 - Importance of wearing Helmet
 - Organ Donation
 - Eye Donation
 - Road safety
 - Cancer
 - Swachh Survekshan
 - Marathon awareness on clean city
- **Training on**
 - Leadership skills
 - First aid
- Blood Donation- NSS, NCC
- Yoga day
- Tree plantation
- Seminar on Women Laws and Cyber crime
- Health and Hygiene
- Life skills education
- Gender sensitisation through Life skills
- Competition to create legal awareness
- Safe entry exit as part of road safety
- Life skills for gender champion club
- Legal rights
- Programme on women condition
- Gender and media
- Study circle on gender stereotyping for boys
- Women Development
- Gender sensitisation
- Healthy woman is a happy woman
- Nutraceuticals
- Feminism in arts
- Women's greatness
- Data mining for women
- Women empowerment
- Self-motivation
- Tree plantation
- Role of rural school girls in higher education
- Sticker campaign – Two wheeler, Auto, Bus
- Visit to SOCSEAD deaddiction centre
- Visit to adoption centre at Mambalasalai
- Blood grouping and BMI calculation at Thirupanjalee Govt. Hr. Sec. School.
- MAGIS 2018- 5 day Peace and Reconciliation program at Loyola College, Chennai

- NORAFEST 2018- Intercollegiate meet by EXNORA
- Webinar- Mr.Nirmal the Founder of International Exnora addressed the students through a webinar conference

INSTITUTIONAL SOCIAL RESPONSIBILITIES

- Terrace Gardening - To create awareness and make the students community become economically independent and environmentally conscious, our College inaugurated Terrace Garden On 8th August 2017. Interested students and Nature Club Volunteers under-went training on Terrace Gardening
- Tree Plantation – “We Can, Why You Can’t”, to create awareness among people about the need of Tree plantation, our Blossoms School Special Children with Thulir foundation took part in the program and started the Tree plantation” at Thirupanjalee 21st October, 2017. 500 saplings of Mahakani, Neermaruthu, Vangai and Red Sandal were planted.
- After the Tree Plantation, students participated in Swachh Bharath and collected plastic bags in the plantation area and also around the village.
- Removal of *Julifera* (4 and ½ acres) in coordination with Thulir Foundation and planted saplings of economical value
- Around 436 students participated in the Trichy Marathon conducted by Kauvery Speciality Hospitals on 24th September 2017, to create awareness on organ donation among people. Participants who finished the 5 Km run from District Court to Anna stadium were provided with a finisher’s medal.
- **General Medical Camp** - For the benefit of I UG students in Holy Cross College, a medical checkup was organised by Joseph eye hospital and Department of Audiology and Speech Language Pathology on 24th August 2017. 1600 students from various Departments benefited from the Medical camp
 - National voters day celebration- NSS
 - Programme on health and hygiene in Kudi street , Sembattu, Trichy
 - Gender sensitisation through Life skills for boys at Saveriyarkoil street, Trichy
 - Legal Awareness Programme For All I UG Students
 - National Nutrition Week- NSS, Women Study Centre and NCC
 - International Women’s day celebration at Veerani
 - Complete health checkup for people at Veerani
 - International Women’s day celebration in Women’s Prison at Gandhi market in Trichy on 5th March 2018
 - International Women’s day celebration with complete health checkup for people at Salapatti, Sirupathur Panchayat
 - Importance of Emergency service 108 at Ayikudi Community College, Thiruvasi,
 - Importance of menstrual hygiene and Integrated health screening at Thiruvasi school.
 - Health education and Stress management for Thiruvasi school children in HCC
 - Swachh Bharat at Pillayarpatti
 - Organising Skill Oriented Courses for economically backward women through EDC
 - HIV/ AIDS and Menstrual Hygiene
 - Visit to agriculture farmland
 - Food is medicine- distribution of herbal soups for public for 46 days
 - Uprooting of Julifera (Ceemaikaruvalamaram) at Kollidam in March and April 2018
 - Awareness on Life skills female children at Koothur, Manachanallur, Trichy in collaboration with- CHILD LINE and SOC SEAD
 - Jogging Yoga in collaboration with Mansa Yoga studio and Trichy Corporation

- Rally on Swachh Bharat and Swachh Survekshan in collaboration with Directorate of field publicity and Trichy Corporation.
- The PG students administered psychological test to measure the Self-Esteem and the level of Stress for 338 students of std. X, XI, XII at Government Higher Secondary School” Thiruvallarai, Trichy, organised on 31st Nov and 1st December 2017
- To increase awareness on disability and empower parents specially mothers of Children with Disabilities in the special school, the Department of Rehabilitation Science and Holy Cross Blossoms – Thai Suvai jointly organized Food Carnival from 24th to 28th July, 2017. Mrs. Shirley sponsored a rolling vehicle to support the project.
- HEPSN Project and Rainbow Therapeutic Center
- Youth 4 Jobs is a pioneering organization focusing on diversity and inclusion. It set up placement- linked training centres for youth with disabilities for job training and placement organized by Department of Rehabilitation Science. This program was inaugurated on 6th December 2017. 50 youth with disability participated. Among them 15 youth with Hearing Impairment were selected for training in soft skills, computer skills and marketing.
- Holy Cross Blossoms Opportunity School provides all around formation in developing self confidence and prepares them to join the main stream. At present 30 among 86 children are attending mainstream. Vocational training on preparing candles, appalam, soap oil, phenol, binding, arica plate, soup and snacks were provided.
- Rural Camp in Siruppathur village, Mannachannallur block, Trichy, organized “VIRUCHAM-2017” from 11th to 16th September, 2017, with the following themes - Environmental Issues, Dr.Abdul Kalam’s Kanavu Ilaingargal, Human Rights, Childhood Development, Addiction, Women’s Empowerment
- Voices of Civil societies – Challenges and Responses for students and civil society activists. 83 participants from various Government and private colleges, staff working in Government and NGOs
- A documentary film on Manual Scavengers taken by Ms. Divya Bharathi, was screened and the students discussed various issues relating to the Manual Scavenging, and the reality behind the Manual Scavengers Act.
- Holy Cross Community Radio (HCCR) - 60 UG and PG students from various departments benefitted from the 30 hours Certificate course in Radio production offered by Holy Cross Community Radio. More than 200 students visited the studio and learnt the functioning of the radio station. Student volunteers who registered with the station were specially trained in transmission and production. The students along with the community have produced more than 100 programmes apart from the regular live shows.
- Marconi Radio Club, - a radio club for all radio enthusiasts of HCCR was launched on 7th March 2018. This club is a free membership club providing inspiration, ideas, articles, news and activities to expand their horizons, build confidence, harness creativity and develop new skills. More than 250 students have enrolled as members.
- AICUF students organized street plays every Friday to create awareness among the students on various social issues – 10 programmes were conducted
- Youth Against Drugs (YAD) Club - The YAD Club of Holy Cross College, Trichy was started under the banner of The Rotary Club of Tiruchirapalli Metro, RI Dist 3000 to inculcate awareness among the students about the ill effects of drugs and to build up their sense of service to human kind. A total of 130 students from various departments had enrolled into the club. The inauguration of the club took place on 16th February 2018.

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	11.32 Acres
Class rooms	189	22	College	211
Laboratories	34	-	College, DBT, DST, UGC	34
Seminar Halls	8	1	College	9
Library – Reading Hall	6	3	College	9
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	101	2	CPE	103
Value of the equipment purchased during the year (Rs. in Lakhs)	324.89	24.802	CPE	349.692
Software (Rs. in Lakhs)	44.35	23.097	College	67.447

4.2 Computerization of administration and library:

The following infrastructure facilities were added this year:

- To meet the demand for some courses and the need for more class rooms, a new building was constructed (22 class Rooms, 3 rooms for extension activities and 4 staff room)
- BSNL internet lease line was increased from 50 mbps to 150 mbps and Hi-Grade was replaced by an updated ERP software for greater efficiency in academic and administrative work.
- LED Wall Display of important College activities and important information and value based suggestions / quotations, was introduced this year for the benefit of students and staff. The visual presentation created a greater impact on the viewers
- Launch of e-content preparation centre and release of e-lessons C.D. was held on 24th November, 2017.
- N-Computing is introduced for better administrative work effectiveness. At present 20 users are created with the virtual desktop connected via LAN. It has several advantages like mirroring data, taking backup for 20 users in one place and restricted policy created for the user to view only his/ her data.

Central Library – 2017-2018

- The library collection has reached to 128405 books, 2809 CDs and 154 newly subscribed journals, spending Rs.11,65,094/- for books & others (Stationery, Computer Parts) and Rs.1,73,103/- for journals during this academic year.
- Online journals were subscribed such as DELNET, N-list spending Rs.19,562/-
- 66838 transactions were carried out in circulation session
- The orientation programmer for the fresher's was held from 20.07.2017 to 22.07.2017 and 1706 students participated in it.
- 108 library volunteers contributed their service each from 30-150 hours.
- E-library was constructed through a website www.crossianslibrary.weebly.com, where the subscribed journals as well as open access full text journals were hyper linked for student's usage.
- Question paper and syllabus were added to the e-library.
- 710 Research thesis/dissertations and 90 multimedia documents were uploaded into D Space.
- All the dissertation submitted by PG, M.Phil, Ph.D students are subjected to plagiarism checks using the software 'Urkund- Commercial Package' about 657 dissertation were checked in 2017-2018 using Urkund for plagiarism.

D-SPACE

D-space is an Institutional Repository, where we have deposited 4000 thesis & dissertation. The syllabus for different programmes and the question papers of previous years are added there. The Rare books 15968 pages are digitised and uploaded for the last 4 years.

4.3 Library Services:

	Existing		Newly added (2017-18)		Total	
	No.	Value (₹)	No.	Value (₹)	No.	Value (₹)
Text Books & reference Books	1,03,556	1,93,91,872	24,849	7,74,241	128,405	2,01,66,113
Journals	492	2,92,694	154	1,73,103	646	4,65,797
Digital Database						
e-Books Kindle	934	-	196	-	1130	-
e-Journals DELNET (Annual Renewal)	-	11525	-	13662	-	-
N-LIST (Annual Renewal)	-	5000	-	5900	-	-
Other e-Journals	2911	-	695	-	3606	-
CD & Video	2809	2, 86, 112	141	-	2950	-
Others (specify) (Stationery, Computer Parts, Photo Copy)		3,85,623	-	3,90,853	-	7,76,476

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Office	Departments	Others
Existing	661	11	1	2	2	18	3
Added	37	-	-	-	-	3	-
Total	698	11	1	2	2	21	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 (Application, processing, selection & payment) 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 and Bioinformatics practical.
- Software for persons with visual impairment for training students.
- Recent techniques in evoked potential measurements.
- Upgraded to 150 Mbps 1:1 BSNL Broadband Internet Lease Line
- 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
- A One Day Seminar on “Body Related Network and Data Analytics” and “Data Science”
- National Seminar on Innovative Computing Technologies
- International Seminar on Cloud - Journey To Industry
- Workshop on ‘Sentimental Analysis and R-Programming’, “WEB SERVICES”, “.NET workshop”

4.6 Amount spent on maintenance in lakhs:

i) ICT	38.07
ii) Campus Infrastructure and facilities	612.38
iii) Equipments	23.5
iv) Others (Electricity and other maintenance)	198.39

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. The Vision, Mission and the functioning system of the college is deployed through College Calendar
- Public Addressing System, Department and College notice boards, Orientation by class teachers, Student Council and Student Forum, Mentor ward system, Parent-Teacher's Association, Association Meetings, Career guidance and placement cell, Youth 4 Jobs, Anti-Ragging cell, Grievance Cell, counselling Centre, Legal Aid clinic, Noon Meal Scheme funded by faculty members, Scholarship schemes (Government and Management Scholarships, Endowments), Noel nook scheme to inculcate the spirit of sharing, Holy Cross Community Radio

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
- Parent -Teachers Meet
- Remedial Coaching

5.3 (a) Total Number of students

UG	PG	Ph. D.	M.Phil	Others
4705	664	36	33	56

	No.	%
Men	14	0.3
Women	5480	99.7

(b) No. of students outside the state

9

(c) No. of international students

1

(d)

Last Year (2016-17)						This Year (2017-18)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
83	182	7	1523	3	1798	112	187	5	1749	1	2054

(e)

Demand Ratio	1 : 2.96
Dropout %	4.29%

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

- NET – SET coaching,
- IAS coaching,
- Workshop on Soft Skills,
- Quantitative Aptitude course

Number of Student Beneficiaries

1978

5.5 Number of students qualified in these examinations

NET	-	SET/SLET	5	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	-

5.6 Details of student counselling and career guidance

- Mentor-ward system-for all students
- Counselling by class teachers- if needed
- A trained full time counsellor is appointed.
- HRD offers certificates in career developments and training in Interview facing skills
- Counselling and Career oriented programmes are conducted by all the departments through Association Meetings.
- Youth 4 Jobs Centre for training and placement opportunities for disabled and challenged youngsters.
- Counselling and Motivational sessions for all the outgoing students both UG and PG

No. of students benefited from Mentor system

5369

On 22 July 2017 HRD organized an Event titled “INTERVIEW SKILLS” for the interested students, **Mr. Richard Carol**, Director, Surejobs Placement Training Centre motivated the students and gave them more tips about body language, presentation skills Interactions in interview for their better understanding.

1. On 3 and 4 August 2017 a two day orientation program On **PREPLACEMENT TRAINING** was organized for the Final year UG Students . **Mr. Devanathan Ragunathan** a professional trainer form ABNERSOFT Group Addressed the students with Mr. Jacob, Training Dean, ABNERSOFT. The activities and the exercises given to the students on communication , Interview Facing Skills and Group Discussions mainly brings out their hidden skills and helps them to overcome the anxiety and Improves their Self esteem and Confidence.

2. On 21 September 2017 a common aptitude test was conducted on behalf of TCS. **Mr.Shakthivel** and his team where here to brief our students on the test and nearly 270 students took the test.

3. On 12 December 2017 an orientation program on **GOAL SETTING** was conducted by **Mr. Sashi Ranjan**, Founder and Director, idreamz for first year Commerce and BBA Students.

4. On 12 December 2017 an orientation program on **CURRENT JOB SCENARIO** was conducted by **Dr. Ashok Natrajan**, Professor of Finance and accounts, Presidency University for final year Commerce and BBA Students.

5. On 29 and 30 November 2017 an aptitude test from Barclays was conducted by **Mrs. Subha** from Global Talent Track. Final year students of Commerce and BBA took the test.

6. We conduct two wheeler and four wheeler driving classes for our students. So far 33 students have learnt four wheeler driving and 10 students have learnt two wheeler driving. And the classes are going on.

7. We conduct Guitar and Keyboard classes too. 30 students are learning Guitar and Keyboard.

➤ Career Development Programmes conducted by all Departments

5.7 Details of campus placement

<i>Courses</i>	<i>On campus</i>			<i>Off Campus</i>
	Number of Organizations Visited	Number of Students Participated	Students Placed	Number of Students Placed
UG and PG Courses (Human Resource Development)	11	515	120	14
Other Departments	10	225	71	56

- 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

5.8 Details of gender sensitization programmes

- Course on Gender Studies
A course on Gender Studies is offered to all the II UG students except II B.Sc. Audiology and Speech Language Pathology
- Certificate Course in Gender and Development
Bharathidasan University approved Certificate course in Gender and Development was offered to the students of Shift - II in the even semester for the sixth consecutive year.
- Gender Champion Club (Shift – I& II)
The Gender Champion Club of Shift I and Shift II conducted various activities for Gender sensitization for the concepts such as Programme on Women’s Condition, Study Circle on Gender Stereo typing for Boys, Women’s Greatness, Women Empowerment, Self-Motivation, Bravery of historical Tamil Women, Need for Gender Sensitization, A healthy woman is a happy woman, Women and Neutraceuticals, Feminism in Tamil movies and Rally on Gender Walk

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	704	15,65,987
	1909	76,55,461
Financial support from Government	98	Applied for
	30	1,15,040
Financial support from other sources	198	Received directly by Students
Number of students who received International recognitions	-	-

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

5.12 No. of social initiatives undertaken by the students

59

Department	Activity
Part VI Clubs/ Associations	Subject oriented, Social and Value based programmes
Audiology	<ul style="list-style-type: none"> • ENT camp on 21st July 2017 for screening Holy Cross Blossom Opportunity School for Special Children • Screened the college students (1600) for vision, hearing and speech - language disorders – 24th August, 2017 • Detection of Deafness and selecting patients for hearing aid fitting and ear surgery jointly with Association of Otorhinolaryngologists of India and IMA, Tiruchirappalli - 25th September, 2017 – 87 clients benefitted
Biochemistry	<ul style="list-style-type: none"> • A Science cum Health exhibition for rural school students- ‘BIO-SCINTILLATORS’-2017 • Malnutrition and health screening for Rural students in the adopted villages (750 students)- Thiruvalarai, Manachanallur
Biotechnology & Bioinformatics	<ul style="list-style-type: none"> • Workshop on Computer Aided Drug Designing – 2nd to 4th August 2017 • BIOUTASV 17 – Intercollegiate Competition – 11th and 12th September 2017 – 135 students participated from neighbouring colleges • Workshop on Chromotography and Molecular Techniques – 20th and 21st September 2017
Botany	<ul style="list-style-type: none"> • Holistic Herbal Health Care and Medicinal Plants for Home Garden • Training on Mushroom cultivation and Herbal oil preparation provided to students, parents
BBA	<ul style="list-style-type: none"> • Cleaning of Temple along with SHGs at Pillayarpatti • Distribution of red sandal saplings to SHG members
Chemistry	<ul style="list-style-type: none"> • CHEM- EXPO- 2017 with the theme “Geo Chemistry” was organized. The aim of the event was to promote knowledge in Earth Science by explaining the role of chemistry in that segment The students from all the disciplines in the College and 700 students from five schools in and around Trichy came to view the exhibits - 22nd February 2018
Commerce	<ul style="list-style-type: none"> • Social Issues awareness sticker Campaign – 22nd December 2017 & 4th January 2018 • COMVAGANZA – Intercollegiate competition to empower and bring out the talents of students • Awareness to the people of adopted villages on functions of consumer court, food adulteration, hazards of packed milk, and harmful effects of Hydrocarbons in the adopted villages • SOCSEAD De addiction center & Adoption center visit
Computer Science	<ul style="list-style-type: none"> • CYBERFEST’18 – 19th February 2018 – Focused on bringing out the multi talents of students • Computer Literacy Programmes for the people of the adopted villages and school children.
Economics	<ul style="list-style-type: none"> • A one day workshop on Research Methodology and Data analysis using SPSS • One day seminar on GST & DeMo • 108 beneficiaries have benefited from the various courses offered by Entrepreneurial Development Centre. • Certificate courses on Tailoring, Arts and Crafts, Embroidery, Doll Making, Paper Quilling, Pillow and Bag making, Beautician

English	<ul style="list-style-type: none"> • On 21st July 2017, Rev. Dr. Sr. Judy Gomez, Head and Assistant Professor Department of English and Dr. K. Suganthi, Assistant Professor, Department of English conducted an orientation - Lets Celebrate and Speak English for students of KRP Viswanathan School • On 29th November 2017 a workshop on “The Importance of Business English in Career Development ” • Theory and Applications and Teaching English through ICT was conducted on 7th February 2018 • Spoken English Course and LSRW skills training The course was on Basic English for Everyday Use focusing on Listening, Speaking, Reading and Writing skills • A one day Workshop on Teaching and Presentation Skills for Teachers of Holy Cross Girls’ Hr. Sec. School, Trichy was held on 1st July 2017. The training included activities related to Teaching and Presentation Skills. • Demo Class on Language Lab Activities and Exercises for 11th and 12thStd students of KAPV School, Trichy was held on 21st July 2017. • Remedial course for II B.Com ‘B’ (Shift – I) Students were started on 05th February’18 and ended on 09th February 2018. Ms. Britto Jenobia facilitated reading sessions for 10 regional medium students. • The Language Lab offers 10 sessions for 25 children of Hope Home from 8th – 12th standards. • These sessions included New Words and Meanings, Usage of Dictionary and Exercises based on Dictionary, Listening and Speaking Skills, Reading and Writing Skills, Role Play and Action Songs, Anagrams and Introducing New Words, and iTell Software Exercises. • The Communication Lab, functioning under the Department of English conducted programmes for all the II year General English students to develop their LSRW skills .The Students were given a good exposure to the English Language through various movies that were screened in the Lab. The Lab also has Power Point Projectors, which are used to teach the students the language.
DMLT	<ul style="list-style-type: none"> • Blood group, BMI and anaemia Screening camp for people in Sirpathur village • Blood Group Screening Camp for Students of Government higher secondary School in Thiruvellarai, Manachanallur, Trichy • Blood group and BMI Screening camp” for the tribal people from Koothamangalam • Blood Group Screening Camp for Students of Government higher secondary School in Thirupancheeli, Manachanallur, Trichy • Thyroid diagnosis camp for the staff members
History	<ul style="list-style-type: none"> • “Legal Rights of Women” was highlighted on the Human Rights day on 5th December 2017. • National Seminar on Tribal Culture, Art forms and Indigenous Knowledge on 8th February 2018.
Mathematics	<ul style="list-style-type: none"> • The Department conducted the intercollegiate competition Math Spark’17 on 12th December 2017 .Eleven Colleges participated in the competition. • The association meeting was held on 4th January 2018 on the topic “General Awareness about Eyes”. • “Importance of life skills”. • Importance of Emergency -108 Services for Community College, Ayiakudi & Thiruvasi
Physics	<ul style="list-style-type: none"> • On 28th and 29th August 2017, As a part of Skill Based Elective course on Physics for Life Sciences, students of III Botany and II Zoology students

	visited GVN hospital, Trichy, and gained knowledge on basic principles and working mechanism of Ultra sound sonogram, Mammogram and CT scan. Association meeting Topic was “Awareness of mensuration and first aid action”.
Psychology	<ul style="list-style-type: none"> • The importance of mental health for students and its influence on their academics. The chief guest gave an enlightening speech on mental health. She emphasized on the role of psychologist in preventing and treating mental illness through counseling and psychotherapy. • Two students from the Department of Psychology participated in one day workshop on “Learning Disability” on 29th November 2017, organized by Athma Institute of Mental Health and Social Science, Trichy. They were taught strategies for remedial intervention to help the children with learning disability. • A session was conducted by the Department of Psychology to the students of Community College on “Conflict Management and Positive Approach towards Life” on 6th February 2018. • A workshop on “Self - Motivation and Communication Skills” was held on 6th and 7th February 2018. • Organised Awareness program on world mental health day
Rehabilitation Science	<ul style="list-style-type: none"> • One day workshop on Integrative Approach towards holistic health care in Special education on 24th August 2017. The focus of the workshop was on orienting the students in integrative health practices such as yoga and pranic healing for common health ailments and disturbances and instilling in the need to supplement these easy, indigenous and day to day practices through good dietary habits • In order to Commemorate World Disability Day and Christmas in a special way visited All the staff members and the students of I M.Sc visited the St. Joseph’s Hospice on 19th December 2017. Hospice. More than 200 people in death bed, mentally ill people and old age people were there. Students and staff visited various places of the institute and met the people over there. A small Christmas function was conducted. As per the requirements mentioned by them few dress, buckets, eatables and other materials was presented to the institute as a token of love to them.
Social Work	<ul style="list-style-type: none"> • Awareness programme in menstrual hygiene & health education for school girls, Thiruvashi • Health & Education programme and Coping mechanism and stress management at Thiruvalarai
Visual Communication	<ul style="list-style-type: none"> • Urban Slum Awareness Programme • Public awareness through Holy Cross Community Radio and Marconi Club
Zoology	<ul style="list-style-type: none"> • Students prepared herbal soup and Nelavembu kashayam supplied to students, staff and the public and awareness on Dengue fever
Value Education	<ul style="list-style-type: none"> • Visit to Old age homes, orphanages, special schools and Centres for the destitute • Meditation in Action Movement (MAM) and Yoga conducted

5.13 Major grievances of students (if any) redressed:

- The basic amenities for improved canteen facilities were done.
- Two Napkin vending machines were installed in staff and students toilets.
- Outsource attenders were appointed for campus cleanliness.

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?

The MIS which was in use, is now upgraded to the newer ERP software for greater efficiency in academic and administrative work. BSNL Broadband Lease line is increased from 100 to 150 Mbps and Wi-Fi Connectivity within the campus for use. N-Computing is introduced for better work efficiency of Academic, Finance, CoE, and Administrative work.

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

6.3.1 Curriculum Development

- The design of the curriculum enables academic flexibility in teaching learning *i.e.*, student centric and empowers the students to attain a holistic development
- To cater the need and demand of the student community in alliance with the regional and national emerging trends, Certificate, Diploma, Add-on Courses, Value added, Skill based courses, and Orientation programmes are conducted
- The designing and restructuring of the curriculum are on par with the national requirements following the guidelines of the UGC, CSIR, RCI, TANSICHE and BDU
- The curriculum which focuses on leadership skills, communicative skills, team building and teamwork capacity, is conducive for the students to help and have a holistic growth, and the syllabi enable them to excel academically, instil social consciousness and foster overall development

6.3.2 Teaching and Learning

- The traditional system as well as modern digital LMS systems are been in practice to make the teaching learning more informative and effective
- The faculty conduct classes using Smart Board and prepare their own e-content for teaching. In addition, PG Students are also trained and made to take the seminars using smart board.

- Industrial Training, Educational Tours, Self Study Papers, Extra Credits for High Achievers, Field Trips, Internship and Summer Placement are some of the creative teaching and learning methodologies adopted.
- **Knowledge sharing opportunities-** 2 Students from HOWEST University, Belgium visited the Department of Rehabilitation Science- Student- Exchange programme – MoU developed with HOWEST University.
- Final year Students are made to present papers in National/ International seminar/ Conference as part of their learning process.
- Center for E content development is established to develop e content lessons, and staff are motivated and encouraged to adopt E-teaching methodologies. 11 Proposals have been sent for funding.
- SET/ NET coaching is given to students at the Department and college levels.
- Bridge Course conducted throughout the year to enhance students' LSRW skills with inputs from Language Lab and Communication Lab.
- Exhibitions, Carnival camp, project work, models, charts, virtual lab, adopted various PRA model.
- Inputs through video conferring was shared during International and National Seminars.

6.3.3 Examination and Evaluation

- Our students have secured 13 University Ranks at UG level and 10 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
- Attendance was included as a component in CIA.
- 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
- To prepare for state level and national level exams, many coaching classes are conducted.
- Internal and external question papers include, multiple choice, VSA, Short Answer and Essay enable the students' confidence to face competitive exams.

6.3.4 Research and Development

- An enhanced Research ambience in the College is reflected with 19 Ph.D.s awarded, 8 Thesis and 8 Synopsis submitted and several staff members registered and pursuing Ph.D.
- Several Books have been published and copyright has been obtained for certain publications.
- The students are encouraged to take part in research work, paper and poster presentation and publications
- United Board for Christian higher education in Asia sanctioned bamboo Grant sanctioned Rs.1,52,64,48 towards Entrepreneurial skill training on preparing traditional home foods for under graduate students.
- United Board for Christian higher education in Asia sanctioned bamboo Grant (2,200\$), towards Entrepreneurial training on *Spirulina* & microgreens cultivation for undergraduate students.
- The college ventured into developing and strengthening the research activities by forming a research committee headed by Dean of Research and Publication.
- All the dissertation submitted by PG, M.Phil, Ph.D students are subjected to plagiarism checks using the software 'Urkund- Commercial Package' about 657 dissertation were checked in 2017-2018 using Urkund for plagiarism.
- To promote inter-disciplinary scientific research within the campus, Crossian Institute for Collaborative Research on Sustainability (CICRS) was inaugurated on 10th March 2018.

6.3.5 Library, ICT and physical infrastructure / Instrumentation

- 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.
- Property counter was renewed and racks were purchased for it.
- D space- A new online UPS was added into the library with 10 batteries.

- Two wireless routers with 20 wireless connections to internet are provided to the students and staff when they bring their hardware.
- Two reading halls have been added to the library
- Library conducts orientation for I years, PhD and Research scholars.
- Book exhibition come sale held
- Digitalization of thesis. (M.Phil. and Ph.D.) and projects.
- A new building with 22 class rooms, 3 rooms for extension activities, 4 staff room, and 1 seminar hall is added to meet the demand.
- LED Wall Display of important College activities and important information and value based suggestions / quotations, was introduced this year for the benefit of students and staff. The visual presentation created a greater impact on the viewers

6.3.6 Human Resource Management

- Need based training programmes (Personality Development, Capacity building, Career guidance)
- Welfare schemes (Earn while you Learn)
- Procurement of Passport and Pan Card
- Four Wheeler and Two Wheeler Driving classes and License
- Campus recruitment through different agencies
- Youth Employability initiative programmes organized by NASSCOM and Barclays
- Full Time Counselling Centre functions on all working days and offers personal and career counselling
- Organised Musical Instrument learning, Computing skills.
- TNPSC and Bank Coaching classes.
- Orientation on higher studies (TEELTS, TOFEL)
- On campus placement held
- Students are sent for off campus placement also.

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, taking into consideration the eligibility criteria.

6.3.8 Industry Interaction / Collaboration

- Twenty one MoUs at Regional, National and International levels have been signed to strengthen the students' academic and practical exposure with networking Organizations and Institutions.
- Center for Academy Industry Interface (CAII) was inaugurated on 1st September 2017 in Holy Cross College; Trichy
- CAII in collaboration with Samanvaya Social Venture Pvt. Ltd. Chennai, organized workshop with CEOs of Farmer Producing companies on 18th November 2017
- 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
- Industrial Tie-up with light and lift academy
- Rehab students regularly visit Rehabilitation Centers in and around Trichy
- Students from the department of physics visited GVN hospital, AG eye hospital and Thumba Equatorial Rocket Launching Station
- Banana Research Centre and Research centre at BARD
- CFTRI, Mysore, Central Marine Fishery Research Institute and Indian Institute of Science , Bangalore, Pasteur Institute , Kunoor
- Central Instrumentation Facility, Pondicherry University, Kothari Sugar Factory, Lalgudi, Nilkamal Private limited, Pondicherry, Sastra Hub for Research and Innovation. Thanjavur, Kannan Devan Hills Plantations company private limited , Munar

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 ➤ Awareness Programs on Thyroid Problems, Breast Cancer and Diabetes
Students	<ul style="list-style-type: none"> ➤ Noon Meal Scheme sponsored by Staff ➤ Earn while you Learn Scheme ➤ Library – Loan Books, Book Bank ➤ Free medical check-up ➤ Need based Counselling ➤ First Aid Clinic ➤ Financial Assistance for paying Tuition and Exam Fees ➤ Scholarships provided by the Management ➤ Legal Aid Clinic ➤ Entrepreneurial Skill Development Courses ➤ Skill based training courses – Summer Courses ➤ Endowment Scholarships ➤ Awards and Recognitions ➤ IAS Academy ➤ Bridge Course ➤ Special recognition for students who perform regularly in sports and fine arts ➤ Hostel and canteen facilities ➤ Mentors hour conducted periodically for UG and PG students. ➤ Remedial/ coaching classes are held for the benefit of slow learners.

6.5 Total corpus fund generated:

50, 38,125/-

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, 02,200/-from the contribution of out gone students of 2017 - 2018
- 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.
- The Alumnae Dubai Chapter was inaugurated on 9th November 2017. They addressed the alumnae at the general alumnae meet in December through video conferencing.
- Alumnae visit the college/ department whenever there is an opportunity for them

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
- Need based training for administrative Staff
- Gift during Christmas get together.

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
- Insulators installed in the campus
- Terrace gardening initiative
- Nature club also contributes the Eco-friendly environment.

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.

- Centres were initiated : Research and Publication (CRP), Academy-Industry Interface (CAII), e-Content Development (CED)
- Institute : Crossian Institute for collaborative research on sustainability (CICRS)
- 21 MoU's : with various National & International organization
- Alumni Foreign Chapter –Dubai
- Seed Grant for research and publication
- Membership in United Board for Christian Higher Education to avail financial assistance
- Clubs started: Youth Against Drugs (YAD), Leo Club, Financial Literacy Club, Disaster management Club
- Inclusion of urban slum areas under our extension programme
- Involvement of Post graduate students in RESCAPES Programme
- i Tell – Orell Digital Language Lab
- Marconi Radio Club - A radio club for all radio enthusiasts of HCCR

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

- Curriculum - Ratification of Syllabi and Lesson Plan were carried out based on the RBT Orientation and training provided to the faculty
- Innovation :
 - 1) Admissions process facilitated through online
 - 2) Change in continuous Internal Assessment (CIA) components- attendance for regular classes, Bridge Course and frequency of visits to the Library were taken into consideration for awarding marks.
 - 3) Introduction of School System
- Research : Orientation towards action research, patency, copyright, Intellectual Property right and the like – Seed grant provided for Research and Publication

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

- Noel Nook: a place where the generous sharing satisfies want.
 - Bridge Course duration for the students was extended from a week to the an academic year to cater to the rapidly growing need for enhanced skills in English
 - Centre for Incubation (EDC, Youth 4 jobs, Mushroom training, Millet-in, herbal oil preparation
- *Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- Outsourcing Cleanliness of Campus
- Construction of Terrace Garden
- Initiatives taken to improve the economic conditions of the Self Help Group Members in adopted villages through kitchen gardening.
- Plantation of Saplings in the Campus, Schools and living areas of adopted villages as a part of RESCAPES project.
- Swachh Bharat –Students united with Self Help Group Members to clean in and around the Temple of Pillar Patti.
- Cleaning of Cauvery and Kollidam Rivers
- Agricultural farm visit to get awareness on traditional farming system

7.5 Whether environmental audit was conducted? Yes No

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

- Autonomous status of the College is renewed after the Experts visit from UGC
- The College is the Recipient of NIRF 2018 placed as 42nd Rank holder at National Level
- Tiruchirappalli City Corporation Swachhata Hi Seva Award on 2nd October 2017 - Cleanliness Day
- Best Aided College Trophy, Best Aided College Co-ordinator Trophy, Rolling Trophy for Classical Dance and Short Film Making in BDU Fest 17, held from 27th to 29th October 2017, at Bharathidasan University
- Tiruchirappalli City Corporation presented Swachh Survekshan 2018 Award for clean premises on 26th January 2018.
- More than 15 staff received awards for the contribution in their area of specialization.
- The Rotaract club won the following awards, in appreciation of the activities of the academic year 2016-2017; Award in appreciation of TOPS and DOTS '16, Best Occasional services Award and Best Professional development Award
- Best NSS unit award for the year 2016 -2017 by Bharathidasan University. Ms. R. Umarani Assistant Professor in Economics was awarded the Best NSS Programme officer for the year 2016 -2017 on 3rd April 2018
- M.Sc. Biochemistry & M. LIS. (Library and Information Science) introduced

- B.Sc. Biotechnology, B.A. Tamil courses inducted
- Placement- linked training centre for youth with disabilities for job training and placement was started by ‘Youth 4 Jobs’.
- More than 42 e- content materials were added during this year.
- Thyroid and Diabetes Awareness Program was conducted for students and non teaching staff

8. Plans of Institution for next year (2018 – 2019)

“Whole Person Education” is the theme of Holy Cross College for this Academic year.

Curriculum

- The curriculum will be updated in accordance with the most competent Universities in emerging areas of Research.
- The ratified syllabi based on RBT would be strictly adhered.
- To start Five Year Integrated Bioinformatics Course.
- To conduct regular CSIR Coaching for Life Sciences & NET/SET
- 10 days Bridge Course for the I Year Students.
- Guest Lectures to be arranged for M.Phil., PG and UG students
- Preparation of Question Bank for all papers
- Paper Presentation for 3rd UG, PG and M. Phil. to be mandatory.
- On the job training program is made compulsory for II UG students of certain Departments during summer vacation for extra credit
- Industrial Visit is made compulsory for II UG students for their assignment work
- Concentration on improvement of aptitude skills of the students through curriculum
- Tie up with Talent Ease for giving prescribed training to improve employability skills, ICWAI – Trichy Chapter.
- Commencement of an Advanced Diploma Course – Computer Applications and Event Management
- To initiate web classes for specific courses
- Swayam Courses to be introduced as extra credits to PG Students.

Certificate Course

- Office Tools Lab (UG & PG)
- Cultivation of Spirulina
- Sign language and communication disorders
- Journalism

Crash Course

- Documentation & Editing
- Online Transaction

Extra Credit courses

- Introduction to Smart Technology – App for field work submission for Social work students
- Report writing & communication
- Training on strategic thinking/Networking
- Social Inclusion and Inclusive Development

Teaching, Learning and Evaluation

- Faculty will be encouraged to attend workshops and training on current research and skill-based techniques.
- Usage of smart board
- Remedial class for slow learners
- Reading materials will be made available through teacher blog, e-content Lessons, study material to be prepared by every faculty and question bank for a specialized course of the Department
- Usage of *Plickers* for Quiz and Score sheet for PG
- To offer monthly comprehensive test along with aptitude test for the students
- To design virtual laboratory for Primer designing and gene transfer
- Orientation on Communication Skills, Creative Writing, Mind Mapping etc.,
- Workshop on Animal Cell Culture & molecular techniques on Bioinformatics
Advanced Molecular Techniques, Theatre Arts M- Learning Group Dynamics
Writers' Meet - Translation Studies, First Aid Management, Writing Action Research
Projects, Histopathology, Tissue Culture techniques, Big Data Analytics, Consumer
Awareness

- Intercollegiate, Interdepartmental and Intradepartmental Competitions
- International Conference in Critical Theories, Professional Social work – Challenges and Responses – 2020
- International Scientist meet
- National Symposium Biotechnology & Bioinformatics,
- National Seminar on Social Networking & Youth Development, Tourism Hospitality Management, Green Energy, Emerging Trends and Job opportunities and Expectations.
Cloud Computing, Project Development Life Cycle, Mobile Application Development, Entrepreneurship
- Training the Trainer – Workshop by ELTAI Trichy Chapter
- Evaluation methods – Activity based
- Net Savvy, Aural & Oral via Web, Online Testing, Online Debugging, Discussion-cum –Narration , Source /Illustration/ Assignment/ Debate/ Project/ Demonstration
- Study tour/ Field visit/ Industrial visit Research Institute
- Biography/ Home assignment/ Models/ Group discussion/ Role play and Sequence analysis tools
- Listening to be added as a component and Audio Files to be used for testing especially in ELT and Linguistics papers

Research, Consultancy and Extension

Research

- International Conference on Networking, Research and Innovation in Higher Education: Challenges and Channels, to be conducted between 24th and 27th July 2018.
- Apply for collaborative Extra Mural Research Major & Minor Projects to DST, DBT, UGC and other funding agencies and encourage PG students for tap the funds for their projects
- Standardization of research protocol towards product/ technique/ machine/ methodology development. & publication of manual in Web portal.
- To increase the number of research and Post doctoral fellows from abroad
- To publish Research papers in SCI indexed Journals, the h-index and 10i index Scopus & NATURE and increase the number of book publication

- Apply for Indian patenting
- Group project- students organizing mass programme based on the contemporary issues
- Networking with User Agencies to provide Implant Training and MoUs
- Internships with highly reputed Institutes & other Organizations viz., IISc, Bangalore, NIT, Trichy, BDU, Trichy, Anna University, BIT Campus and Dental Hospital
- Faculty to obtain Ph.D. Guideship

Consultancy

- To strengthen the Departmental Consultancy Cell with multifaceted expertise faculty
- Set up A Resource Centre For Transgender
- Active participant in district legal service authority
- MoU'S with corporate / Civil society organization to enable CSR initiatives to promote education for the poor students per year
- **Book Club:** Students will review a book once in a month as members
- **Drama Club:** Students will perform a drama once in a month – namely the best seminar performance.
- Certificate Course by the students for 25 hours in collaboration with Language Lab for Practical sessions.
- Hands on training Mushroom cultivation and herbal oil preparation
- Orientation to school teachers using modern technology
- Five Projects Planned for Sennakarai & South salakadu Village , Computer Literacy, Online Services, Tree Plantation, Employment, De-addiction
- Software Development, Website Development
- Strengthen Alumnae and develop Alumnae online feedback Proforma
- Creating placement brochure for every year

Extension

- To Register and start the Departmental Scientific Society under HCC and to promote the faculties, leading scientists, young researchers, scholars and students to join as members for active functioning.
- Creating Gender sensitization
- Creating placement brochure for every year

Infrastructure

- Strengthen the laboratory with advanced equipments
- Installation of AMOS software in all Departments and Software to take stock of chemicals
- LCD Projectors for all PG classes
- Research room for M.Phil. & Ph.D. Scholars
- Department Library for BBA and Commerce
- Strengthen Book bank for poor students
- Seminar Hall for all Departments
- Procurement of classroom furniture and cupboards for Department Library
- Procure psychological assessment tests and Speech and Language test materials
- Computer lab for online access of research papers/ journals and other resources
- Campus Company and Student Bank to be started
- Establish a Documentation Centre

A. Turin Martina
10/7/18

Name: Dr. A. Turin Martina

Signature of the Coordinator, IQAC

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

A. Christina Bridget
10/7/18

Name: Dr. (Sr.) A. 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	Indra 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
RBT	Revised Bloom's Taxonomy
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
UBCHEA	United Board for Christian Higher Education in Asia

Annexure II
Analysis of Feedback from the Stakeholders

S.No.	Stake Holder	Parameter	Excellent (%)	Satisfactory (%)	To be Improved (%)
1	Alumnae	Curriculum	77	20	3
		Teaching & Learning	76	16	8
		Library	85	13	2
		Canteen	61	33	6
		Laboratory	71	18	11
2	Parents	Curriculum	86	9	5
		Teaching / Learning / Evaluation	83	13	4
		Extension Activities	86	10	4
		Infrastructure / Student support	72	17	11
		Organization & Management	78	12	10
		Healthy Practices	81	12	7
3	Employers	Curriculum	60	30	10
		Skill Training	60	20	20
4	Students	Curriculum	95	2	3
		Library	92	5	3
		Infrastructure	82	8	10
		Laboratory	87	10	3
		Teachers' Teaching	88	9	3