



ANNUAL REPORT 2017 - 2018

IQAC was instrumental in organizing a Two day Workshop on “Making a Difference Together” on 12th and 13th June 2017 for Staff with less than 3 years of Experience of both Shift I and II.

IQAC organized orientation programmes for the teaching staff at the beginning of the academic year on 14th and 15th June 2017, on the topics Ethical Teaching, Networking and Innovation, Research Initiatives, Proposal preparation for various funding agencies, Publications and 255 staff of Both Shift I and II benefitted through this programme. Training on Team Building for Administrative Staff was conducted on 24th June 2017.

IQAC Conducted meetings with Core committee members along with individual Staff representatives of all the NAAC parameters to consolidate the data for the AQAR 2016 – 2017, periodically from 19th June to 7th July 2017. Submitted AQAR for 2016 – 2017 to NAAC and posted the same, in our College website on 10th July 2017.

As a Quality Initiative the Internal and External Marks are statistically correlated and the Reports are communicated to the Departments for every semester. Z values are calculated comparing the marks of I and Final semester for U.G. programmes and I and Final semester for P.G. programmes. The Reports are communicated to the Departments.

The IQAC Team worked for the submission of the Report for the Extension of Autonomous Status to Holy Cross College and in consultation with the Education Officer of UGC, South-Western Regional Office organized the Autonomy Review Team Visit on 10th and 11 August 2017. The members of the Review Committee, who visited the College, were

S.No.	Name and address	Designation
1	Prof. S. Niranjali Devi Head, Department of Biochemistry University of Madras Chennai- 600 025	Professor & Head, Department of Biochemistry
2	Sr. Juanita, Former Principal, Holy Spirit Convent Kushalnagar, N.Coorg Karnataka – 571 234	Former Principal
3	Prof. S. ValsalaKumary, Principal Maharaja’s College Ernakulam, Cochin -681 011	Principal
4	Dr. Ruma R. Rao, Principal RBVRR College for Women (Autonomous) Narayanaguda, Hyderabad – 500 029	Principal
5	<u>Nominee of State Government</u> Dr. M.M. SenthamilSelvi Joint Director of Collegiate Education Race Course Road, Opposite to Periyar E.V.R. College, Tiruchirappalli – 620 023	Joint Director of Collegiate Education

6	<u>Nominee of Affiliating University</u> Dr. L. Uma, Professor Department of Marine Biotechnology Bharathidasan University, Tiruchirappalli- 620 024	Professor
7.	Dr. Salil S, Education Officer, University Grants Commission South-Western Regional Office P K Block, Palace Road Gandhi Nagar, Bangalore – 560 009	UGC Officer

The Principal presented a brief report highlighting the Journey of Autonomy so far and presented Academic Overview of various Systems – Councils, Boards and other Internal mechanisms of the College. The milestone achievements and high-lights of the college were also elaborated in the presentation.

On the first day they visited the various departments, viewed the PowerPoint Presentations, according to a Time schedule that was fixed including the Alumni and Parent Forum. They also visited the Holy Cross Blossoms Opportunity School for Special Children.

After Lunch they interacted with the students and also with the teaching faculty Aided and Management of both Shift I and Shift II, followed by interaction with the administrative staff and got their feedback. They also viewed the Infrastructure facilities available in the Campus such as the Counseling Center, HRD, Legal Aid Clinic, Women Study Center, Mess, Canteen, Hostels and Sports Facilities

On the First day evening they visited one of the RESCAPES adopted villages “ThiruPanjalee” and appreciated the commendable work and expressed that the extension project was very innovative and socially relevant.

On the Second day they visited the Library and Controller’s Office they interacted with the members of the Controller of Examinations, Internal Test Committee, Admission Team, IQAC, and Finance Team. The main focus on the second day was verification of documents related to Autonomy Grants and Supportive documents furnished in the Autonomy Review Report.

The exit meeting was held on 11th August 2017, in the Conference Hall and the members gave their feedback positively and shared their views about the College. They appreciated the responses, activities and some good practices in the college, and mentioned the areas for further improvement.

Dr. A. Turin Martina, the IQAC Coordinator and Dr. H.D. Subashini, Dean of Extension conducted a Quality Audit at Selvam Arts and Science College, Namakkal on 26th September 2017 for the pre-preparation of their Autonomy Review.

An awareness program on diabetics and health issues was conducted for the non-teaching staff in December 2017.

Holy Cross College participated in the National Institutional Ranking Framework (NIRF) 2018 and worked in various teams with staff representatives for the various parameters. The Institutional data for Discipline specific Rank for Arts & Science College, were submitted in the Data Capturing System (DCS) format provided in the NIRF website, on 6th December 2017 and the same was posted in our College Website on 10th January 2018.

IQAC initiated the process of preparation for the 4th Cycle of Accreditation by NAAC and accordingly sub committees met to collect and consolidate data from the various departments from the year 2014 onwards as per the SSR format outlined by NAAC.

IQAC pioneered Curriculum reforms by introducing Revised Blooms Taxonomy (RBT) in the Syllabi and prior to that organized Faculty Development Programmes (FDP) on RBT at various phases.

An FDP was conducted on RBT on 14th & 15th December 2017, by Dr. Job Kuruvilla, who spoke on how RBT fosters meaningful learning and represents the range of students' cognitive activities. The participants were trained to write general & specific objectives and prepare model lesson plan in their subjects.

This was followed by a Follow-up programme by Dr. V. Eveyln Brindha, Professor and Head, Karunya Competency Center, Karunya University, Coimbatore, who further trained the faculty on RBT and preparation of lesson plans accordingly on 2nd & 3rd February, and 16th & 17th February 2018. She also conducted workshops which focused on lesson plans preparation for various topics of the syllabus. Staff members individually prepared lesson plans and submitted to the Resource Person who reviewed and provided suggestions to the respective staff on 9th and 10th March 2018. Based on their performance she chose staff leaders to guide others in preparing lesson plans in small groups. The selected staff in different categories based on their experience, in turn gave training on RBT to the other staff members of various departments as provided in the Training Programme schedule from 23rd to 27th March 2018. During these training workshops staff members learnt to prepares Lesson Plans subject wise, Unit Wise which were then reviewed after their presentation on 19th and 20th April 2018.

As an outcome all staff members have prepared lesson plans for the courses they handle. Thus writing learning outcomes and preparing lesson plans as per RBT was institutionalized from the academic year 2018 – 2019.

Internal academic audit was conducted on 12th April 2018. The first four NAAC Criterion Coordinators The auditors submitted reports to the IQAC coordinator and the recommendations were communicated to the departments for further actions.

Feedback was collected from Students, Alumni, Parents and Employers and the responses were consolidated and analyzed. Performance Appraisal was done by both teaching and administrative staff.

The subcommittees of the various NAAC Criterion Parameters met during March 2018, and discussed strategies for consolidating data for the 4th Cycle of Assessment and Accreditation.

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